

Grand Forks Historic Preservation Commission
255 North Fourth Street
P. O. Box 5200
Grand Forks, ND 58206-5200

Minutes
January 9, 2024

Commissioners present: Chuck Flemmer, Bill Caraher, Gordon Iseminger, Sandy Slater, Doug Munski, Brian Carlson, Judy Swisher.

Meeting called to order at 6:36 pm.

1. Approval of minutes from November 14, 2023. Moved Iseminger, second Slater. Motion carries.
2. Section 106 Reviews: none this month.
3. FY2024 grant application
 - a. Projects: Discussion regarding possible projects to include on the FY24 annual grant. Some include projects previously discussed as well as other project brought by other Commission members.
 - i. Caraher – suggested doing a survey of the city to better prioritize future projects, post war, older buildings that haven’t been considered yet – a type of strategic plan. To produce a glossy report that can be used by the commission as well as distributed to others. Flemmer – it could be used for community outreach. Caraher – it could also tie into the State’s strategic plan. Slater asked whether it would be done in house?
 - ii. Slater asked about Bob’s Gas. Munski mentioned a possible source for gas stations.
 - iii. The Commission discussed each of the other projects on the list including the UND District re-nomination, historic contexts, Library.
 - iv. Flemmer discussed the Cold War historic context and the public interest in what’s going on. Munski mentioned Civil Defense could be a possible resource.
 - v. Midcentury churches context study – Slater asked about the end product. Flemmer noted that all the churches could also be part of the public relations process. Munski asked about the date of the mosque – adaptive reuse. Caraher mentioned the one in the old K-Mart mall.
 - vi. Public Library – traditional nomination.
 - vii. Strategic Plan – that could fold in both the Cold War and Churches.
 - viii. Pest House – Iseminger noted all of the reasons that make it an interesting context. Wondering about a city health officer.
 - ix. Eddy’s Bakery – has been discussed in the past.
 - x. Bob’s Gas – would the owner be amenable?

1. Are we being outbid on projects? Is that the reason we are not getting people bids.
 2. The coordinator will reach out to the State or the two historic contexts at \$10K.
 3. Ask the State what the thought is on applying for in house projects in our grant?
 - b. Budget: The State has indicated that the total funds available for next fiscal year are similar to previous years. The final budget will depend on the projects chosen. The coordinator is also requesting approval to increase the hourly rate from \$20 to \$25 as a step towards correcting the market rate for the position.
 - i. Motion: Approve the increased hourly rate from \$20 to \$25 per hour for the FY2024 grant application which will take effect with the 2025 City budget.
 - ii. Moved Munski, second Slater. Motion carries with one abstention.
 - c. The Commission will vote on the final application at the February 13th meeting, and then it will need to be circulated for approval to the Mayor and Finance department. The grant application is due on Friday, 16 February.
4. Chair Report: Chuck Flemmer
- a. Olive Ann visit – the chair and the coordinator had a wander around the building.
 - b. DDRB meeting upcoming on Thursday 11 January to consider the front façade of the Artisan. It would be a change to the front of a historic building. It will be commercial space on the ground floor. Carlson noted that the upper windows are likely going back to what they were originally. Carlson also asked whether the doors will impact the Right of Way.
5. Coordinator Report: Susan Caraher
- a. Urban Renewal RFP: There were no submitted proposals for the second release of the RFP. Planning and Community Development has passed along all of their Urban Renewal documents to our office. The coordinator offers to undertake the project upon the approval of the Historic Preservation Commission and the State Historical Society.
 - i. Motion: approve the transfer of the project funds (\$18, 000) to salary to allow the coordinator undertake the survey, research and writing upon the approval of the State.
 - ii. Moved Munski, second Slater . Motion carries with one abstention.
 - b. Lost Neighborhood Historic Context: the coordinator offers to undertake the historic context and to do this in addition to the Urban Renewal survey. The original

budget for the Historic Context was \$5000 but we sought and received approval last year to switch it with the Website Overhaul project. Therefore, the 2024 budget reflects \$1216 in project/consultant funds, and the remainder of coordinator hours is reflected in the 2024 salary.

- i. Motion: approve the transfer of \$1216 from Contracted Personnel Services/Consultants to salary to allow the coordinator to undertake the research and writing of the historic context.
 1. Moved Slater, second Iseminger. Motion carries with one abstention.
 - c. Response from SHPO regarding County Courthouse proposed repairs plans.
 - i. State Register clarification from SHPO
 1. With the state laws, if the significant property is owned by the state or its political subdivisions, NDCC 55-02-07 requires permission from the ND Historical Board, through the director. This is triggered if the SHSND director's opinion is the place is significant but does not require formal listing. For properties not owned by the state or its political subdivisions, listing in the State Register triggers protections similar to Section 106 but specifically for the State and lower levels of government being involved (NDCC 55-10). NDAC 40-02-01 is where the process for listing lives and 40-02-01-10 talks about the required approval.
 - d. Donated labor forms
 - e. Lincoln Park – the coordinator is meeting with the Mayor on Thursday to consider some updates to the memorialization in the park that we will work with the Greenway committee on in the future.
 - f. Early GF businesses: Pam Knudson is looking to write an article on Grand Forks longest serving businesses
Whalens – 1917, Widmans, Olson, Hugos, Service Shoe Shop, Knudson Printing
Home of Economy - 1939
6. Other business: the coordinator met with Ken Dawes last week
 7. Call to adjourn at 7:56pm: Moved Munski, second Caraher. Motion carries.

Next meeting is February 13, 2024.