

**CITY OF CHATFIELD
HERITAGE PRESERVATION COMMISSION**

REGULAR MEETING

Chatfield Center for the Arts – Board Room

**Thursday, February 1, 2024
5:00 P.M.**

Agenda

- I. Call to order
- II. Approve minutes of December 7, 2023 regular meeting
- III. Reports
 1. HPC vacancies
- IV. Unfinished business
 1. 2024 annual meeting date & agenda
- V. New business
 1. 2024 Preservation Month activities
 2. 2024 Preservation Award call for nominations
- VI. Other new business
- VII. Miscellaneous
- VIII. Adjournment

**CITY OF CHATFIELD
HERITAGE PRESERVATION COMMISSION
MINUTES OF DECEMBER 7, 2023
REGULAR MEETING**

A regular meeting of the Chatfield Heritage Preservation Commission (HPC) was held at the Chatfield Center for the Arts on December 7, 2023. The meeting was called to order by Vice Chairperson Frederichs at 5:00 P.M.

Roll call: The following voting members were present: Ben Frederichs, Mike Martin, and Ruth Ann Lund. Chris Giesen and Pam Bluhm were absent.

Also present: Preservation Planner Robert Vogel.

Approval of minutes: Martin moved to approve the minutes of the October 12, 2023 regular meeting; the motion was seconded by Lund and unanimously approved.

Strategic planning: Preservation Planner Vogel provided a brief report on the strategic planning session held at the library on November 20. A written report prepared by the workshop facilitator will be provided to commission members.

Local historical organizations: There was discussion regarding opportunities for the HPC to partner with other local organizations. Frederichs reported that he had joined the Chatfield Historical Society, which was in the process of being reorganized. Staff was directed to work with the Fillmore and Olmsted county historical societies to create a list of community organizations who might have a special interest in heritage preservation.

Annual meeting: According to its by-laws the Heritage Preservation Commission is required to hold an “annual meeting” for the purpose of electing officers, establishing the dates for its regular meetings and adopting goals and objectives for the coming year. Ordinarily, this meeting is held in February or March at the call of the HPC chairperson. The consensus of the members present was to delay the 2024 annual meeting until such time as the mayor and council had appointed new members to fill all of the commission’s vacancies. Preservation Planner Vogel was directed to consult with Chairperson Giesen and City Administrator Peterson on setting the date for the annual meeting.

There being no further business before the commission, Martin moved to adjourn the meeting; the motion was seconded by Sturgis and unanimously approved at 5:45 P.M.

Respectfully submitted,

Robert C. Vogel
Preservation Planner