



Historic Landmarks and Preservation Commission Meeting Minutes

Wednesday, August 27, 2025 at 4:00 PM

Columbus City Hall – 105 N. Dickason Boulevard

Call Meeting to Order

The meeting was called to order by Chair Ruth Hermanson at 4:00 p.m. in the City Hall committee room.

Roll Call

Commissioners Altschwager, Hermanson, Gilbertson, Nagle, Ulrich, Mayor Hammer and Elling. Dave Bennett was also present

Notice of Open Meeting

Chair Hermanson noted that the meeting agenda had been posted and distributed per State Statutes.

Approval of agenda

Motion by Altschwager, second by Gilbertson, to approve the August 27 agenda as presented. Motion carried 7-0.

Approve minutes from previous meeting(s)

Consider and take action to approve Minutes from July 23, 2025

Minutes of July 23, 2025: Motion by Hammer, second by Altschwager, to approve. Motion carried unanimously.

Public Comments (3 minute limit per person)

No comments from the public were made.

New Business

1. Consider and take action to approve financial reports and invoices

Financial Report, Payment of Invoices and Bills: Motion by Gilbertson, second by Nagle to approve payment of - \$245.00 to Hubbleton Brewery for the beverages at the August concert; payment from account #255362. - Payment of \$96.19 to Commissioner Ulrich for envelopes, stamps and paper mailings for calendar subscription, from account #255362. - The invoice for Events.com posting of Summer Concert Series would be presented to the City for payment from the CHLPC/Planning account. Roll call vote carried unanimously.

2. Consider and take action 2026 budget recommendations

The staff has included a request of \$5,000 in the 2026 city budget for use by the Commission. Potential activities include placards for 67 buildings in the Downtown Historic District; file cabinet for the historic preservation commission office, racking and shelving system for the office.

3. Consider and take action to complete smaller part of Rest Haven project and to send a representative to go to City Council to provide updates on the Rest Haven Progress

The planning group will review proposals from several electricians for work and bring to the September meeting for review and possible recommendation to the City Administrator. Motion by

Gilbertson, second by Nagle, to develop a bid sheet for the main door and electrical system improvements for consideration on September 24. Motion carried unanimously.

4. Consider and take action on items for the Summer Concert Series

The commissioners requested that this be on the September agenda for review of expenses and revenues.

The Commission reviewed the reimbursement parameters for the digital advertising activity and noted the invoice received from Events.com. It appears the information collected at the concerts will be helpful in validating additional application monies in 2026. The tourism grant includes up to \$750 in digital advertising expenses in 2025.

5. Consider and take action of the draft tourism insert for the historic building tour booklets

Mr. Bennett asked whether the commissioners would be open to setting out the remaining historic tour books with an insert from the Tourism Commission. Motion by Gilbertson, second by Altschwager, to donate up to 300 books to the Tourism Commission for coordinated distribution

6. Consider and take action to hold a 50/50 raffle at Oddtoberfest

Commissioner Gilbertson indicated that the Odd Fellows have asked if the CHLPC would be interested in selling 50/50 raffle tickets for one hour during the festival. Any proceeds from the one hour drawing would be split 50% to the winning ticket and 50% to the CHLPC. Motion by Hammer, second by Altschwager to participate. Motion carried unanimously.

7. Consider and take action to apply for Columbus Area Endowment Grant

Commissioner Ulrich requested approval to apply for an additional \$6,000 to assist in the completion of the electrical system upgrade at the RestHaven. Motion by Hammer, second by Nagle to approve Commissioner Ulrich's application. Motion carried unanimously.

8. Consider and take action to participate in the 2025 Wine Walk hosted by the Columbus Chamber of Commerce

The Chamber of Commerce has questioned whether the CHLPC would sponsor and host a site on the December event. Motion by Gilbertson, second by Altschwager to thank the Chamber for the offer but decline. Motion carried unanimously.

9. Discussion of 2026 historic calendar, thank you notes, and distributing the solicitation letter to members

Commissioner Ulrich noted that the solicitation for sponsorships had been mailed. Distribution of the calendars will be in November, 2025.

10. Discussion of updates regarding the repair and replacement of the steps at the Fireman's Park Pavilion

Mr. Bennett reported that the City has contracted for replacement of both the north and south staircases. Work will be done in the fall of 2025 as reservation times allow.

11. Discussion regarding historical placards for downtown buildings

No discussion.

Adjourn

Motion by Altschwager, second by Nagle to adjourn at 5:35 p.m. Carried Unanimously. NEXT MEETING: Wednesday, September 24, 2025 at 4:00 p.m., back a City Hall.

Respectfully submitted, Henry J. Elling, CHLPC Secretary