

**BISMARCK HISTORIC PRESERVATION COMMISSION  
MEETING MINUTES  
January 17, 2024**

The Bismarck Historic Preservation Commission met on Wednesday, January 17, 2024, at 3:00 p.m. in the Tom Baker Meeting Room in the City-County Office Building, 221 North 5<sup>th</sup> Street. The meeting was held in person and via Zoom. Chair Sakariassen presided.

Commissioners present were Damita Engel, Tory Jackson, Beth Nodland, Amy Sakariassen and John Swanson.

Commissioner Michael Connelly was not present.

Staff members present were Michelle Klose – Director, Bismarck Public Works Utility Operations, Daniel Nairn – Planning Manager, Lauren Oster – Planner and Stephanie Pretzer – Assistant City Attorney.

## **MINUTES**

Chair Sakariassen called for consideration of the minutes of the December 20, 2023, meeting of the Historic Preservation Commission.

**MOTION:** A motion was made by Commissioner Nodland to approve the minutes of the December 20, 2023, meeting of the Historic Preservation Commission. The motion was seconded by Commissioner Jackson and with Commissioners Engel, Jackson, Nodland, Swanson and Chair Sakariassen voting in favor of the motion, the motion was approved.

Chair Sakariassen introduced and welcomed John Swanson to the Historic Preservation Commission.

## **ELECTION OF OFFICERS**

**MOTION:** A motion was made by Commissioner Nodland to reappoint Commissioner Sakariassen as Chair of the Historic Preservation Commission. The motion was seconded by Commissioner Engel and with Commissioners Engel, Jackson, Nodland, Swanson and Chair Sakariassen voting in favor of the motion, the motion was approved.

**MOTION:** A motion was made by Commissioner Jackson to reappoint Commissioner Nodland as Vice-Chair of the Historic Preservation Commission. The motion was seconded by Commissioner Engel and with Commissioners Engel, Jackson, Nodland, Swanson and Chair Sakariassen voting in favor of the motion, the motion was approved.

## **PUBLIC COMMENT**

Chair Sakariassen asked if there were any public comments.

There being no public comments, Chair Sakariassen resumed the meeting.

## **PUBLIC WORKS UTILITY OPERATIONS INTRODUCTION TO HISTORIC PRESERVATION COMMISSION**

Chair Sakariassen welcomed Ms. Klose who introduced herself and presented to the Commission what Public Works Utility Operations is and does and how her department might work with the Historic Preservation Commission in the future.

There was conversation about how often Public Works might encounter cultural resources in its operations and how it might relate to the Historic Preservation Commission. Ms. Klose stated that she is happy to work with the Commission and continue to develop an awareness of how her department can work with the Historic Preservation Commission.

There was discussion about commissioners' experiences taking the Water Treatment Plant tour and mutual interest in sharing and preserving historical documents and experiences with Public Works.

## **SHSND HPF SUBGRANT REVIEW – BELLE MEHUS AUDITORIUM**

Secretary's note: There were technical issues with Zoom and staff was not able to communicate with Lorna Meidinger or Amy Munson about this item.

Ms. Oster stated that the State Historical Society of North Dakota (SHSND) is requesting Bismarck Historic Preservation Commission review and comment on a Historic Preservation Fund (HPF) Subgrant for the Belle Mehus Auditorium at 201 North 6<sup>th</sup> Street as outlined in the packet agenda.

Ms. Nodland and Chair Sakariassen expressed concern that a historic design is important to maintain and stated that she believes that Ms. Meidinger would have access to appropriate historical design for the project. There was a consensus that it would be helpful if images and artifacts were supplied for commissioners to make a more informed assessment.

Mr. Jackson and Mr. Swanson stated that it was important to match all railings in the building and that more information about materials and the extent of the project would be helpful in order to assess any findings of adverse effect.

It was noted that the items listed were not of permanent nature and a consensus formed that the commission would like to see images of restoration before assessing that no adverse effect would be acknowledged.

There was conversation about wanting to understand the process of how materials are chosen for renovation projects.

**MOTION:** A motion was made by Commissioner Engels to approve improvements to the Belle Mehus Auditorium that are in character with the historic nature of the property. The motion was seconded by Commissioner Swanson and with Commissioners Engel, Jackson, Nodland, Swanson and Chair Sakariassen voting in favor of the motion, the motion was approved.

## 2022 HISTORIC PRESERVATION FUND GRANT UPDATE

Ms. Oster summarized comments made about the Highland Acres design logo. There was discussion about the logo and other historic district practices.

Ms. Nodland suggested the item be discussed in subcommittee to determine a design for the neighborhood historic maps.

Mr. Jackson asked staff to confirm the timeline and Ms. Oster confirmed that the monies appropriated for this fund must be spent by April 2024.

There was discussion about the use of funds before the April 2024 deadline.

There was consensus on recognizing there should be signage designating the district but the color scheme and font should take precedence over the logo. Ms. Nodland requested a 3-D representation to determine whether or not the proposed design would be appropriate. Staff stated that they could create a rendering.

Staff agreed to get new quotes for the design change of the street banners.

There was a consensus to meet in subcommittee to create a more restrained street banner design.

Ms. Oster suggested that if there are monies remaining from the street banners purchase that funds could be spent on renewing the Talking Trails service for two years.

There was discussion about continuing the Talking Trails service for two more years and the expense would be \$2,400.

**MOTION:** A motion was made by Commissioner Nodland to approve the use of 2022 Historic Preservation Fund Grant monies to renew the Talking Trails service for two years. The motion was seconded by Commissioner Jackson and with Commissioners Engel, Jackson, Nodland, Swanson and Chair Sakariassen voting in favor of the motion, the motion was approved.

Ms. Nodland asked staff to provide information about the usage of the service to members at the next regular meeting. Staff agreed to communicate that information to members.

## 2023 HISTORIC PRESERVATION FUND GRANT UPDATE

Ms. Oster summarized the budget and items proposed to be funded and asked members to discuss utilizing funds for the maps. She stated that the cost estimates are subject to change since the designs are not yet completed.

Ms. Nodland suggested using any extra monies to pay for the street banner designs.

Ms. Oster stated that the design cost is included in the cost estimates already.

**MOTION:** A motion was made by Commissioner Engel to approve the use of 2023 Historic Preservation Fund Grant monies to pay for the maps as discussed. The motion

was seconded by Commissioner Nodland and with Commissioners Engel, Jackson, Nodland, Swanson and Chair Sakariassen voting in favor of the motion, the motion was approved.

Ms. Oster stated that monies are available for the conference attendance in West Palm Beach, Florida at the end of July and asked members to determine which two members will attend. Ms. Engel volunteered and members decided to make a final decision for the second member's attendance, to join the staff-coordinator and Ms. Engel, at the next meeting.

### **DRAFT 2024 HISTORIC PRESERVATION FUND APPLICATION**

Ms. Oster presented a draft proposal, based on commissioners' guidance, to discuss fulfilling identified actions as noted in the Comprehensive Plan including creating educational resources for the schools, a survey of a 6<sup>th</sup> Street Corridor Cultural Trail including a story map for public use, attendance to the 2024 CLG (Certified Local Government) Conference and noted deadlines for presentations and the funding available.

Chair Sakariassen stated she was pleased with the cost-benefit proposal included in the agenda packet, and added the importance of teaching students to know about their local history.

There was discussion about the structure of how and what information is to be included in the education resource kit.

Ms. Nodland asked if there were other historical corridors that should be considered. Ms. Oster stated that the 6<sup>th</sup> Street Corridor is the one specifically mentioned in the Comprehensive Plan but she does have the draft for the 4<sup>th</sup> Street Corridor study.

There was discussion about the 4<sup>th</sup> Street Corridor study and its relationship with the 6<sup>th</sup> Street Corridor Study.

There was discussion about conference meetings.

**MOTION:** A motion was made by Commissioner Jackson to direct staff to request City Commission approve the proposed 2024 Historic Preservation Fund Grant application as presented by staff, and in turn be submitted to the State. The motion was seconded by Commissioner Engel and with Commissioners Engel, Jackson, Nodland, Swanson and Chair Sakariassen voting in favor of the motion, the motion was approved.

### **DRAFT PROVIDENT BUILDING LETTER FOR BURLEIGH COUNTY COMMISSION**

Ms. Oster stated that the draft letter to Chair Bakken, included in the agenda packet, was created to inform the Burleigh County Commission of the Historic Preservation Commission's concerns about the Provident Building remodel, as discussed at the December Historic Preservation Commission meeting. She also stated that the information in the letter was based on the information found on the County's website.

There was discussion about the renovation and what to include in the letter.

Ms. Nodland stated that she would like to include a stronger statement about the building's historical significance as a cultural resource to the community, that it is potentially eligible for the NRHP (National Register of Historic Places) although it has not been formally surveyed, and that it is an opportunity to share the history of the building with the County Commission.

Chair Sakariassen stated that in order for the building to be recognized on the NRHP the owner, which is Burleigh County, must endorse the nomination. She stated that she hopes the Historic Preservation Commission encourages more entities to explore nominating properties to the Register and not be afraid of buildings being listed or see the designation as a disadvantage but rather a positive action.

There was consensus to send the letter as discussed with additional discussed edits.

### **RECOGNITION OF SERVICE FOR COMMISSIONS BLAKE DINKINS AND CALVIN GRINNELL**

Chair Sakariassen stated that the two resolutions of appreciation written for Mr. Dinkins and Mr. Grinnell were appropriate and well-earned. Both gentlemen's time on and dedication to the board is greatly appreciated. She stated that she appreciates Mr. Dinkins' continued involvement as a volunteer.

Ms. Oster stated that the application to fill Mr. Grinnell's vacated seat on the Commission is available on-line or one can contact the Community Development Department for the application.

### **OTHER BUSINESS**

Mr. Swanson stated that he was really impressed with the Bismarck Historic Timeline book when he looked at the copy.

### **ADJOURNMENT**

There being no further business, Chair Sakariassen declared the meeting of the Bismarck Historic Preservation Commission adjourned at 4:36 p.m. to meet again on February 21, 2024, at 3:00 p.m. in the Tom Baker Meeting Room.

Respectfully Submitted,

  
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Sandra Bogaczyk  
Recording Secretary

  
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Amy Sakariassen  
Chair