

HISTORIC PRESERVATION COMMISSION
JULY 7, 2025

PRESENT: Kris Coleman, Kim Fredrick, Scott Koran, Mike Meyers, Vickie Schnitzler
arrived at 3:36 p.m., Meyers arrived at 3:41 p.m.

ABSENT: Ken Bargender, Bill Penker

OTHERS: Steve Barg, City Administrator

Chairperson Schnitzler called the meeting to order at 3:33 p.m. in the City Hall public conference room.

Approve minutes – June 2, 2025

HP 25-13 Meyers moved and Coleman seconded a motion to approve the June 2, 2025 meeting minutes.

Motion carried

Citizen comments – Barg stated that he heard the new owner of the former Domino’s property downtown might have plans to remove the fence on City land to the north, and to create a green space on the site. He wanted HPC members to know that such changes have not been discussed with or approved by the City.

Finalize application for Wood County grant funds

Barg noted that the City’s Finance, Budget & Personnel Committee expressed support for matching funds, but asked that the request be presented to Visit Marshfield to see if they would supply the match instead. On June 24th, Visit Marshfield’s Board voted in favor. Schnitzler will finish the application, but asked Barg to secure a formal quote from the vendor. The application will be submitted by the July 11th deadline.

Discuss Commission’s request for 2026 City budget

Barg briefly highlighted the Commission’s budget over the past 5 years, which has generally been in the neighborhood of \$3,000. He explained that he may be able to support a greater request, but the increase should be tied to a specific project or purpose. It was agreed to postpone this item until the August meeting.

Discuss project ideas for next round of CLG grants

No ideas were presented, but it was noted there is plenty of time to work on the Commission’s next request.

Update on candidates for local historic register

Barg reported that the owner of 917 North Chestnut Avenue advised that she is not interested. He reached out to the owner of 112 South Vine Avenue (request from Schnitzler, based on previous contact), but this individual is not interested either. But he has been reviewing the process for bringing forward requests for properties at 312 East 9th Street and 312 West 3rd Street, and he will work with Bryce Hembrook to get these applications on the August 19th Plan Commission agenda.

Update on placement of new historic district signs

Barg said that markers have been placed at the 3 locations, and installation of the signs is expected soon.

Update on historic preservation brochures and sign-up for locations

Schnitzler noted that approximately 2,000 brochures have been taken to date. She forgot to bring sign-up sheets to the meeting, but advised that she would e-mail them to members after the meeting. Koran asked if we have a QR code available. Schnitzler replied “no”, but it was agreed that this may be a good idea for the future. Schnitzler asked if the Commission could go back to the City’s Finance, Budget & Personnel Committee seeking \$4,675 to match Visit Marshfield’s commitment so that the 5 new signs and brochure holders can be purchased, if the grant request is not approved by Wood County. Barg said that is certainly

possible, especially since the Committee was supportive of the request at its June 17th meeting. Schnitzler will follow up with Cedar Rail, Parkview, Stoney River Assisted Living, and Stoney River Memory Care.

Update on restoration of the Stierle Bird Exhibit

Schnitzler stated that there is nothing new to report, which will likely be the case until early fall, when she may hear from Julia Colby (Milwaukee Public Museum) about getting volunteers to help with this project.

Update on historical marker recognizing Fred Beell

Meyers distributed a biography of Mr. Beell that he put together, and he advised that he will be submitting it with our application to the State. He also had contact with a representative from Marshfield Clinic about allowing this marker to be placed on Clinic property at Doege Street and Pine Avenue.

Update on National Trust for Historic Preservation (NTHP)

Members reviewed information from NTHP, including benefits of joining and levels of membership. The group felt that the most value would come from becoming a member of Preservation Leadership Forum.

HP 25-14 Meyers moved and Fredrick seconded a motion to apply for membership to the Preservation Leadership Forum at a cost of \$250.

Motion carried

Update on important future historic preservation conferences

Schnitzler highlighted upcoming conferences including “Fast Forward” (September 16-18 in Milwaukee), and “Local History & Historic Preservation” (October 15-17 in Baraboo). She advised that there are funds in the HPC budget for registration fees, and encouraged everyone to consider attending one or both events.

Sign up for booths and tables at upcoming events

Schnitzler asked members to sign up for upcoming events such as Hub City Days, Central Wisconsin State Fair, and Maple Fall Fest. She requested anyone who later found they have time in their schedule and can volunteer for one or more of these events to contact her directly.

Staff updates

Barg reported that Council approved 1-year contracts with SEH for planning services (Bryce Hembrook); however, efforts continue with recruitment firms to find a new senior planner to join city staff.

Suggested items for future agendas

It was agreed that the August agenda should include: update on Wood County grant request, 2026 budget request, inventory of historic district brochures, and update on adding 2 homes to the local historic register.

Announce next meeting date/time

Schnitzler announced that the next meeting would be held on Monday, August 4th at 3:30 p.m. in the City Hall public conference room. .

With no other business before the Commission, Koran moved and Coleman seconded a motion to adjourn. Motion carried. Schnitzler adjourned the meeting at 4:35 p.m.

Respectfully submitted,

Steve Barg
City Administrator