

**BISMARCK HISTORIC PRESERVATION COMMISSION
MEETING MINUTES
May 19, 2021**

The Bismarck Historic Preservation Commission met on May 19, 2021, at 3:30 p.m. in the Tom Baker Meeting Room in the City-County Office Building, 221 North 5th Street. The meeting was held in person and via Zoom.

Commissioners present were Walt Bailey, Blake Dinkins, Tory Jackson, Beth Nodland and Amy Sakariassen.

Commissioners Steve Bakken and Calvin Grinnell were not present.

Staff members present were Sandra Bogaczyk – Office Assistant II, Jannelle Combs – City Attorney, Will Hutchings – Planner and Ben Ehreth –Community Development Director.

Guests present were Melissa Barth, Tina Stanger, Annique Lockard – Members of the 2021 Leadership Bismarck-Mandan Class, Emily Sakariassen and Rebekah Schields – Metcalf Archeological Consultants and Shawn Brennan – Talking Trails.

MINUTES

Chair Sakariassen called for consideration of the minutes of the April 21, 2021 meeting of the Historic Preservation Commission.

MOTION: A motion was made by Commissioner Nodland to approve the minutes of the April 21, 2021 meeting of the Historic Preservation Commission, as presented. The motion was seconded by Commissioner Bailey and with Commissioners Bailey, Dinkins, Jackson, Nodland and 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 input Chair Sakariassen resumed the meeting.

INTERPERATIVE SIGNAGE PROJECT

Mr. Hutchings stated that members of the 2021 Leadership Bismarck-Mandan class made a request to consider a partnership to install interpretative signage at locations throughout Bismarck. Mr. Hutchings gave an overview of the project and a proposal from Talking Trails. The proposed sites are the Northern Pacific Railroad Depot, Belle Mehus

Auditorium, Former Governor's Mansion, Patterson Hotel, Capitol Theatre Building, Weather Beacon on the Provident Building, St. Alexius Hospital, World War Memorial Building, Bismarck Veterans Memorial Library and Cathedral Area Historic District.

Mr. Brennan thanked Commissioners for considering his proposal to offer Bismarckers and tourists the ability to connect with historical information around the city by using their phones as a tour guide. He explained the experiences in other cities which use the technology and different ways the application can be used. He noted that the base bid includes audio recordings but video options are available for additional costs.

Mr. Jackson asked who would write the content. Mr. Brennan explained that his company would prepare a document for commissioners to make comments and mentioned alternative editing options.

Mr. Bailey asked if sites can be added over time. Mr. Brennan affirmed.

Mr. Bailey asked how easily it would be to edit information after it was built. Mr. Brennan said editing can be done before production or by submitting feedback, but changing content in the future can also be done.

Ms. Nodland asked how purchasing of individual content sites is organized or if site content must be purchased in groups. Mr. Brennan explained that content for more than 20 sites is less expensive than adding a la carte sites. There was much discussion about the cost and how the application works.

Mr. Jackson asked if data for number of visits is available. Mr. Brennan affirmed and stated that advertising can be built around this information.

Mr. Hutchings asked Chair Sakariassen if the Leadership Class could present their suggestions for talking points for the Talking Trail. Ms. Barth presented the group's list and mentioned that, even though they are not all on the National Register of Historical Places, they are all of historical importance to Bismarck. At this time there was discussion about the inclusion or exclusion of sites.

Chair Sakariassen thanked the group for presenting their project.

Mr. Hutchings stated that in order to stay within the budgeted grant award, staff recommends a two-year subscription and the video extension could be added at a later time.

Chair Sakariassen stated that the efforts between the entities which are involved in this project are energizing and a positive sign that the public wants such activities to be available.

MOTION: A motion was made by Commissioner Jackson to pursue signing an agreement with Talking Trails for \$6500 for 10 sites and \$1200 per year for annual costs and purchasing two years. The motion was seconded by Commissioner Bailey and

with Commissioners Bailey, Dinkins, Jackson, Nodland and Sakariassen voting in favor of the motion, the motion was approved.

SECTION 106 REVIEW

SERTOMA PARK – FITNESS AREA IMPROVEMENTS

Mr. Hutchings stated that the City has been notified of a Section 106 review for a Bismarck Parks and Recreation District project that would consist of fitness area improvements at Sertoma Park. Staff recommended that Commissioners review the proposed project and provide a recommendation to the State Historic Preservation Office and provide comments on the identification of historic properties, effects to historic properties, and ways to mitigate or avoid adverse effects to historic properties and districts.

Chair Sakariassen noted the equine history of the area, which is not included in the Register of Historic Places. Mr. Bailey stated that the area has been altered so much over the years that it would not be considered by the Registry, but suggested that remarks should be made and work stopped if findings warranted the action. Mr. Jackson agreed.

Chair Sakariassen stated that Commissioners' remarks should be addressed to SHPO.

MOTION: A motion was made by Commissioner Jackson to complete the declaration of finding in agreement with the determination of 'No Historic Properties Affected.' The motion was seconded by Commissioner Nodland and with Commissioners Bailey, Dinkins, Jackson, Nodland and Sakariassen voting in favor of the motion, the motion was approved.

SECTION 106 REVIEW

LION'S PARK ACQUISITION

Mr. Hutchings stated that the City has been notified of a Section 106 review for a Bismarck Parks and Recreation District project that would consist of the acquisition of leased land at Lion's Park for possible outdoor recreation activities. Staff recommended that Commissioners review the proposed project and provide a recommendation to the State Historic Preservation Office and provide comments on the identification of historic properties, effects to historic properties, and ways to mitigate or avoid adverse effects to historic properties and districts.

Mr. Bailey gave a short history of ownership of the parcel.

Chair Sakariassen stated that she has no objection to the request.

Ms. Nodland asked if any plans beyond the year were planned. Mr. Hutchings stated that Bismarck Parks and Recreation is focused on acquisition at this time and not a project.

Mr. Jackson pointed out that the walking trail goes through the area and stated that he has no issues in approving the request.

MOTION: A motion was made by Commissioner Nodland to complete the declaration of finding in agreement with a determination of either 'No Historic Properties Affected' or 'No Adverse Effect.' The motion was seconded by Commissioner Dinkins and with Commissioners Bailey, Dinkins, Jackson, Nodland and Sakariassen voting in favor of the motion, the motion was approved.

REVIEW AND APPROVAL OF CONTRACTOR ADVERTISEMENT FOR WALKING MAP BROCHURES

Mr. Hutchings stated that the draft advisement was created for walking maps to support the 2022 sesquicentennial celebration of the City's founding and is available to review. He stated that the advertisement is to solicit for a contractor to research, create and print historic walking map brochures. Staff requests any suggested edits prior to public dissemination. He also stated that an RFP process was not required for this project based on the City's procurement requirements.

Ms. Nodland asked if there was a way to brand the look of all printed material so there is a cohesive look and asked if a logo exists for the sesquicentennial celebration. Mr. Hutchings stated that a logo has not been developed but there is a new branded look for the City.

Chair Sakariassen agreed that a cohesive and consistent look would be agreeable and a consistent color is important.

MOTION: A motion was made by Commissioner Jackson to approve the request to hire a company to develop and print walking map brochures. The motion was seconded by Commissioner Dinkins and with Commissioners Bailey, Dinkins, Jackson, Nodland and Sakariassen voting in favor of the motion, the motion was approved.

Mr. Bailey stated that he was uncomfortable with using the professional term historian in the advertisement request and suggested broadening the term to cultural resource specialist. Discussion ensued and the commission landed on the term Cultural Resource Professional.

MOTION: A motion to amend was made by Commissioner Jackson to approve the change from using the term historian to using the term cultural resource professional to develop and print walking map brochures. The motion was seconded by Commissioner Dinkins and with Commissioners Bailey, Dinkins, Jackson, Nodland and Sakariassen voting in favor of the motion, the motion was approved.

OTHER BUSINESS

UPDATE ON HISTORIC PRESERVATION PLAN SUBCOMMITTEE ACTIVITIES

Mr. Hutchings stated that there was excellent work accomplished on the task of writing the history content for the timeline. The subcommittee to date has identified very good information.

He stated that staff was looking to partner with the Bismarck Veteran's Memorial Library or another agency to create an interactive web-based timeline with more in-depth content.

Mr. Jackson agreed that the content and sourcing was going to create a great product.

Staff thanked everyone involved with the production of all materials and content.

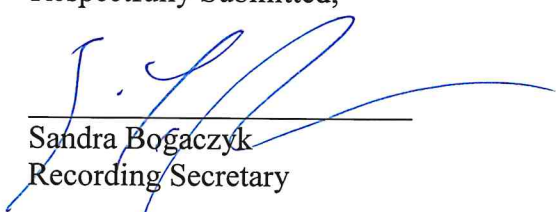
UPDATE ON HIGHLAND ACRES SURVEY PROJECT

Mr. Hutchings stated that work on the final site surveys for the Highland Acres Survey project was concluding. The contract was amended with a September 1st deadline. The final survey report will be presented at next month's meeting. He also stated that he was working on developing an RFP for the Highland Acres Nomination project. An open house is being planned to promote public awareness and gauge interest.

ADJOURNMENT

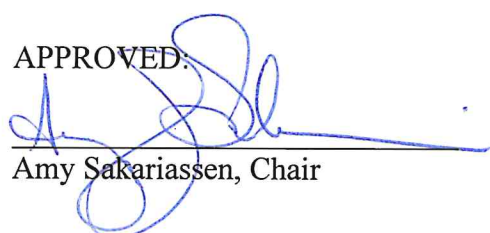
There being no further business, Chair Sakariassen declared the meeting of the Bismarck Historic Preservation Commission adjourned at 4:43 p.m. to meet again on June 16, 2021.

Respectfully Submitted,



Sandra Bogaczyk
Recording Secretary

APPROVED:



Amy Sakariassen, Chair