

BISMARCK HISTORIC PRESERVATION COMMISSION

MEETING MINUTES JANUARY 15, 2025

The Bismarck Historic Preservation Commission (HPC) met on Wednesday, January 15, 2025, at 3:00 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. Dakota Media Access was present to record the meeting and archive on freetv.org for public viewing.

Commissioners present were Matthew Hull, Amy Sakariassen, John Swanson, Greg Zenker and Damita Engel. Commissioner Beth Nodland was present via Zoom.

Absent was Commissioner Scooter Pursley.

Staff members present were Annie Hojian – Office Assistant, Daniel Nairn – Planning Manager and, Lauren Oster – Planner.

MEETING INFORMATION

Historic Preservation Reports

MINUTES

Chair Sakariassen called for consideration of the minutes of the December 19, 2024 meeting of the HPC.

MOTION: A motion was made by Commissioner Engel to approve the minutes of the December 19, 2024, meeting of the HPC. The motion was seconded by Commissioner Hall and with Commissioners Engel, Hall, Nodland, Swanson, Zenker, and Chair Sakariassen voting in favor of the motion, the motion was approved.

ELECTION OF OFFICERS

The HPC asked for information regarding term limits. Ms. Oster stated that the other boards have duties elected in January, and they run for the calendar year, through December. The HPC will also be following this model.

MOTION: A motion was made by Commissioner Swanson to nominate Commissioner Engel as chair for the 2025 calendar year. The motion was seconded by Commissioner Zenker. No other nominations were made. With commissioners Hull, Nodland, Sakariassen, Swanson, and Zenker voting in favor, the motion was passed.

Congratulations Chair Engel.

MOTION: A motion was made by Commissioner Engel to nominate Commissioner Nodland for another term as Vice Chair. The motion was seconded by Commissioner Zenker. No other nominations were made. With Commissioners Engel, Hull, Sakariassen, Swanson, and Zenker voting in favor, the motion was passed.

Congratulations Vice Chair Nodland.

Staff, and current HPC members welcomed Matthew Hull, the newest HPC member, to the commission and look forward to working with him.

2025 HISTORIC PRESERVATION FUND GRANT APPLICATION

Ms. Oster explained to the commission that the deadline for the 2025 Historic Preservation Fund Grant Application is February 14, 2025. Differences from the previously drafted application include changes to project 2, the Downtown Historic District Area Survey, consists of donated time and requirements for the project. Staff and commissioner labor rates for donated in-kind labor were adjusted to accurately reflect 2025 rates. Staff recommends approval of the 2025 grant application.

MOTION: A motion was made by Commissioner Nodland to approve the 2025 Historic Preservation Fund Grant Application. Commissioner Sakariassen seconded the motion. With commissioners Hull, Nodland, Sakariassen, Swanson, Zenker and Chair Engel voting in favor, the motion was passed.

OTHER BUSINESS

Ms. Oster shared with the HPC updates and new resources available on the City of Bismarck Historic Preservation webpage. This information is available to the public and is easily accessible. Staff is working on creating digital versions of printed walking tour maps. The major difference between the two versions is the photos and the inclusion of the National Register of Historic Places (NRHP) map. The NRHP map is available separately on the website as well. This new website works well on mobile devices.

The website also includes the nomination form for the newly created HPC award. It is now active, and nominations are open until March 30, 2025. Additional files can also be uploaded directly to the website and included with the nomination(s).

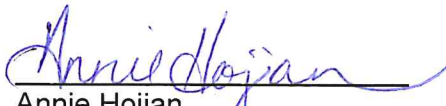
Staff and HPC expressed thanks to Daniel Nairn for his contributions to the HPC plan design.

Commissioner Nodland expressed thanks to former Chair Sakariassen for her work and contributions to the HPC and would like to do something to recognize her efforts. Chair Engel is also in agreement and feels this is appropriate.

ADJOURNMENT

There being no further business, Chair Engel declared the meeting of the Bismarck Historic Preservation Commission adjourned at 3:20 p.m. to meet again on February 19, 2025, at 3:00 p.m. in the Tom Baker Meeting Room.

Respectfully Submitted,


Annie Hojian
Recording Secretary


Damita Engel
Chair