

**HISTORIC PRESERVATION COMMISSION  
CART CENTER  
201 EAST FOURTH STREET  
WEDNESDAY, NOVEMBER 2, 2016  
6:30 P.M.**

The meeting of the Historic Preservation Commission was called to order by Chair Julie Counsell. On roll call: Jeff Kluckhohn, Natalie Erpenbach, Dan Clough, Barb Miller, Stacie Campbell and Julie Counsell and Dee Zimmerman. Mary Miller, Mel & Lynette Mueller, Betty Barr, George Raine and Linda Garrett also present.

The minutes of the previous meeting were declared approved as filed with the City Clerk.

Appearances – None

The Commission discussed the Christmas Tour of Homes:

1. Reviewed homeowners list of to-do items
2. Reviewed Commissions to-do items
3. Signs will be up by houses November 18, 2016 – Miller and Campbell will pick-up and deliver
4. Volunteers will be able to tour homes Friday, November 25, 2016 at 1 p.m.
5. Miller and Mueller indicated they needed a ticket takers both days and Mueller needed an additional volunteer Saturday evening
6. Posters available to hand out:
  - a. Dan Clough – downtown
  - b. Barb Miller – banks
  - c. Stacie Campbell – miscellaneous
  - d. Julie Counsell– Industrial Park and Black River Falls
  - e. Natalie Erpenbach – Greenwood
7. Jeff Kluckhohn will do events calendars
8. Linda Garrett will contact Channel 13
9. Pricing for Marshfield Hub City Times advertising to be determined
10. Advertising for 2 weeks, November 16<sup>th</sup> and 23<sup>rd</sup>, in the Press/Shopper/Banner Journal at a cost of \$108 per week for a total of \$216.
11. Cash in \$5's needed for change at each home on the Historic Tour of Homes – \$100 at each location except CART

Motion Clough, second Campbell to place ads in the Press/Shopper/Banner Journal for 2 weeks, November 16<sup>th</sup> and 23<sup>rd</sup>, at a cost of \$108 per week for a total of \$216. All Aye.

Motion Erpenbach, second Campbell to acquire \$500 in 5's for change at each home on the Historic Tour of Homes - \$100 at each location except CART. All Aye

The Commission discussed payment of Print Shop bills in the amount of \$115.50 for Tickets (\$38.00) and Posters (\$77.50).

Motion Clough, second Klueckhohn to pay the Print Shop bills in the amount of \$115.50 for Tickets (\$38.00) and Posters (\$77.50). All Aye.

The next meeting will be held at City Hall on Monday, November 21, 2016 at 6:00 p.m.

Motion Campbell, second Clough, to adjourn. All Aye.

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Julie Counsell, Chair