I. Call to order at 7:30PM

II. Roll Call

Present: Collins, Grable, Kochmanski, Miller, Pauli, Stoppel and Young

Absent: None

III. Approval of the Agenda: Motion by Young and 2nd by Collins to approve the agenda as presented. All in favor, motion carried.

   Yes: 5  No: 0

IV. Approval of Minutes: Minutes from August 30, 2022, were reviewed by HCC members. Motion by Young and second from Collins to approve minutes from the August 30th HCC meeting. All in favor, motion carried.

   Yes: 5  No: 0

V. Business

A. Stefanie Herder: DDA Project Updates

Herder provided an update on the major projects that the DDA was currently working on. The presentation centered around the placemaking efforts currently underway in the village. Suggestions for opportunities for HCC/DDA partnership projects included haunted tours, historic landmark tours through the village and preparing volunteer scripts for the Harbor Transit Laker Loop trolleys.

HCC membership expressed their gratitude to Herder and re-emphasized the fact that this was something the HCC was very much interested in. Kochmanski emphasized the importance of DDA/HCC partnership efforts as they related to preparation for volunteer scripts.

B. Barber School renovation plan review

In response to Village Council’s request for opinions from the HCC regarding the planned renovation of Barber School, the HCC offered the following recommendations. First, the HCC recommended that the planned relocation of the
mural to the small meeting room. The Commission recommended that the small meeting room be more fully converted to a historic preservation room and viewing gallery. Secondary recommendations centered around the current utilization of the Barber School basement. The HCC membership stated that they recommended the Barber School Basement maintain its current usage and structure.

C. David Dye: Barber School Renovation Discussion

David Dye explained his role in the renovation planning process to the Historic Conservation Commission. Dye and commission members discussed the process and his feelings about the completed renovation report.

Kochmanski concurred with statements from Herder, emphasizing the overlap in objectives between the HCC and the DDA. Discussion centered around the need for volunteers to help digitize HCC records and historic home tour planning.

D. Historic Homes Listing and outreach letter

Subject: Historic applications for recognition have been compiled and are ready for upload. Kochmanski drafted a letter for outreach to current homeowners occupying historic homes in the village.

E. Historic recognition plaque policy

Subject: Commission members instructed staff to develop a policy and design guidelines for historic recognition signage in the Village of Spring Lake. Stepanian contacted Signature Streetscapes in Muskegon. The bid included in the packet came back significantly higher than previous pricing.

Kochmanski suggested that, given the increase in pricing for historic recognition signs, staff should draft a generalized sign requirement to be submitted to other signage contractors.

F. Harbor Transit historic tour

Subject: Stepanian presented the Harbor transit Laker Loop which moves through Spring Lake. Harbor Transit expressed interest in a historic tour through the Village of Spring Lake. As such, staff recommended that Historic Commission members should draft a script for volunteers leading tours through the village.

G. Strategic Planning and Goal Setting meeting discussion

Subject: Village Staff suggested that the HCC draft plans for a strategic planning and goal setting meeting. This meeting would correspond to a similar process being undertaken by Village Council and the DDA in conjunction with Village Council and DDA strategic planning sessions in January. Kochmanski stated that this item would be discussed in detail at the November HCC meeting.
H. Miscellaneous

**Collins** provided the HCC with a July 2nd, 1990 resolution of Village Council which granted the Spring Lake Heritage League with unimpeded access to the basement of Barber School. **Stepanian** stated that the document in question would be provided to legal counsel for the village for review. **Kochmanski** stated that the HCC would like to review the document in question following review by legal counsel for the village.

VI. Board Member Comments

**Subject:** N/A

VII. Public Comment

**Subject:** N/A

VIII. Adjournment

**Subject:** Meeting adjourned at 8:40 p.m. Next meeting set for 7:30 p.m. on November 28, 2022 at Barber School.

Motion by **Young**, second from **Stoppel** to adjourn the meeting. All in favor, motion carried.

Yes: 5  No: 0

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Elizabeth Kochmanski, Chair  Elliott Stepanian, Recording Secretary