



Meeting Minutes
Historic and Cultural Advisory Board

Wednesday, February 12, 2025

5:30 PM

City Hall Room 244

1. Call to Order

Chair Sterner called meeting to order at 5:33 p.m.

2. Roll Call

Present 6 - Board Member Godin, Chair Klinkhamer, Board Member Stearns, Vice Chair Sterner, Board Member Becket and Board Member Accardi

Absent 1 - Board Member Nowotny

Also Present

Board Specialist Lane, Staff Liaison Abreu, and Assistant City Attorney Coughlin.

3. Pledge of Allegiance

The Pledge was led by Chair Sterner.

4. Public Comment

There was no public comment.

5. Approval of Minutes

- A. [24-1671](#) Approval of the November 13, 2024 Historic and Cultural Advisory Board Meeting Minutes

A motion was made by Board Member Stearns, seconded by Board Member Godin, to approve the Minutes as presented. The motion carried on the following vote:

Yes: 6 - Board Member Godin, Chair Klinkhamer, Board Member Stearns, Vice Chair Sterner, Board Member Becket and Board Member Accardi

Absent: 1 - Board Member Nowotny

6. Presentations

- A. [25-1857](#) Presentation of Sunshine Law Training (Presented by the Office of the City of Attorney)

Chair Sterner announced the item.

Ms. Coughlin provided a presentation including public meetings definitions, open meeting requirements, penalties for violations, and examples, public records definitions, email and text messages, public record requests, retention, and penalty examples, Commission on

Ethics prohibited conduct, prohibited relationships, voting, conflicts of interest, relatives, and penalties, meeting procedures quorums and motions, discussion, alternate members, and requesting information that is not a public record.

Discussion took place regarding requesting public records on behalf of another individual and the ethical and legal boundaries on communication.

7. New Business

A. [25-1878](#)

Discussion and Possible Action Regarding Election of Chair and Vice Chair

Chair Sterner announced the item and called for nominations for Chair.

Board Member Godin nominated Chair Sterner to serve as Chair.

Chair Sterner declined the position to serve as Chair.

Board Member Godin nominated Vice Chair Klinkhamer to serve as Chair.

Chair Sterner asked for any additional nominations.

With no additional nominations Chair Sterner closed the nominations and requested a motion.

A motion was made by Board Member Godin, seconded by Board Member Stearns, to appoint Vice Chair Klinkhamer as Chair. The motion carried unanimously by voice vote.

Chair Klinkhamer called for nominations for Vice Chair.

Board Member Stearns nominated Board Member Becket to serve as Vice Chair.

Board Member Becket declined the position to serve as Vice Chair.

Board Member Sterner nominated himself to serve as Vice Chair.

Chair Klinkhamer asked for any additional nominations.

With no additional nominations Chair Klinkhamer closed the nominations and requested a motion.

A motion was made by Board Member Sterner, seconded by Board Member Godin, to appoint Board Member Sterner as Vice Chair. The motion carried unanimously by voice vote.

8. Future Agenda Items

Discussion to place regarding The Significance and Validation of Suspected Historical Sites within the City document.

A motion was made by Board Member Godin, seconded by Board Member Stearns, to include on the next agenda the topic of The Significance and Validation of Suspected Historical Sites within the City document. The motion carried unanimously by voice vote.

Discussion continued regarding a presentation of the City's history.

A motion was made by Vice Chair Sterner, seconded by Board Member Becket, to include on the next agenda the topic of presentation of the City's history. The motion carried unanimously by voice vote.

Discussion continued regarding Commission discussion.

9. Public Comment

There was no public comment.

10. Adjournment

Chair Klinkhamer adjourned the meeting at 6:11 p.m.

By: _____
Harry Klinkhamer, Chair