



## LINN COUNTY HISTORIC PRESERVATION COMMISSION

935 Second Street SW ▪ Cedar Rapids, Iowa 52404 ▪ 319-892-5141

Minutes  
September 19, 2018

### **Members Present**

Maura Pilcher  
Patricia Soukup  
Amanda Happel  
Brent Harstad  
Nancy Goodlove

### **Absent**

Michael LeClere  
Connie Robinson  
Dick Thomas

### **Staff Present**

Mike Tertinger, Staff Liaison  
Jill Mathey, Staff Recording Secretary  
Jessica Black, Staff Recording Secretary

### **Call to Order**

Chair Maura Pilcher called the meeting to order at 4:00 PM

### **Public Comment**

None

### **Announcements / Communication**

Tertinger introduced Jessie Black to the group, and explained she would be the new recording secretary.

Tertinger distributed several emails he received from Paula Mohr to the group, which included training and Webinar information.

Pilcher informed the commissioners of the Grant Wood Public Art Symposium in Iowa City on September 29, 2018, at the U of I Art Building West from 9:00 AM-4:00 PM.

Soukup informed the group that CR Heritage was having a sale of items at the Heart House, located on 3<sup>rd</sup> St SE in Cedar Rapids.

### **Approval of Minutes**



Motion by Goodlove second by Harstad, those present voting aye, to approve the minutes of the August 15, 2018 Historic Preservation Commission meeting as corrected.

### **Budget**

There were expenditures of \$ 0 during August, leaving an operating budget of \$9545.00. There is \$0 remaining in the LCHPC Grant Program budget, as of August 30, 2018.

Tertinger explained the \$500 grant came in and will be put into to the general fund, but they will have to pay the conference expenses out of the general fund for now, and will have to ask for it back in the fall amendment, along with the \$8000 CLG grant.

### **New Business**

Tertinger informed the group that someone called Linn County to see what our responsibilities are for maintaining the Pioneer cemeteries, and explained the Iowa code states the county does have some jurisdiction to have someone manage them. Jon Gallagher, Darrin Gage, Dennis Geomatt and some BOS employees were also in attendance and wanted to get the LCHPC's input on this subject.

Goodlove said in past years, the BOS and Township Trustees met with someone on this subject, but doesn't remember that person's name. Goodlove will do some research to see if they can find more information.

The commissioners also discussed contacting Leah Rogers and the Iowa Gravestones project for more information. Goodlove, Happel and Soukup said they would be willing to be the work group on this project.

### **FY19 Work plan**

Pilcher reviewed the FY19 Work plan with the commission members, and the group discussed the objectives, tasks, changes and updates.

### **Provide education about and alternatives to the demolition of NRHP and eligible properties in Linn County:**

Tertinger said he met with Soukup to discuss the demo review process, and passed out demo review information from several different jurisdictions, including the city of Cedar Rapids.

Tertinger explained that demolition permits are issued by the LC Building Dept. for rural properties and the group discussed how to work with the Planning and Development Dept. to move forward with the development of a demo review process for Linn County.

Tertinger said he wasn't sure if the LC Building Dept. issued demo permits for the smaller surrounding cities it contracts with for permitting and inspections, but will investigate.

### **Conduct Section 106 Review:**

Pilcher said if anyone was interested in working on the subcommittee to Conduct section 106 review, to let her know.

### **Advance the RPI:**

Pilcher said at this time they are waiting for SHSI to review the Coggon nomination, then the LCHPC will review, and then it will go to SNRC.

Tertinger said that it has already been sent to SHPO for comment, and they have a final packet submittal due by November 28, 2018.

Pilcher said they will need to see a final draft before the LCHPC will sign off on it, and told Tertinger to send it the commissioners for review when he receives it back, and they will shoot for the Oct 17, 2018 HPC meeting.

Tertinger said Nurit had submitted an invoice for 75% of the bill which is \$6887, but also said they would accept 50% of the bill.

Pilcher asked what the payment schedule was.

Tertinger said he didn't think there was a payment schedule, and said he told Nurit that he wasn't sure if the LCHPC would agree to paying the bill at this time, as they haven't reviewed it yet.

Pilcher said she would like Nurit Finn to attend the October 17 LCHPC meeting, and at that time they can discuss payment.

Pilcher said they need identify the next project and then write a letter to the LC Conservation Board, and present to the Board.

#### **Administer the Historic Preservation Grant Program:**

Pilcher said during next years' workshop and prior to grant review period, they need to clarify the point scale. Happel volunteered to replace Pilcher on this subcommittee.

Tertinger said the Linn County website should be updated by January or February 2019, and said we can update our LCHPC website at that time.

The group discussed updates to the LCHPC website, Pilcher informed them that since the LCHPC is a Linn County commission, they must use the official Linn County logo, so they will not be able to have a separate LCHPC logo.

Pilcher said she and Bratland had worked on website updates last year, and will present the information to the members at the November HPC meeting.

Harstad shared an article he found in the Linn News-Letter, pertaining to the preservation of the Central City Jail, and suggested the HPC could support them in this project, and make them aware of the grant program.

#### **Kiosk Inspections:**

Pilcher said she had updated the Kiosk reports from the last meeting.

Soukup gave an update on her inspection of the West Post Road kiosk, and said it needs painted, and that she had submitted pictures.

Harstad said he inspected the Thomas Park kiosk and that it was in good shape.

Pilcher said \$200 is budgeted for kiosk repairs and can be used to paint at Squaw Creek Park and Thomas Park, and also mowing at the Lincoln Heights kiosk, but did not remember the name of the person who did the work last time.

Tertinger said he could do some research to try to find out who did the work.

#### **Provide an Annual Report to the Board of Supervisors:**

The commissioners discussed if they should submit the LCHPC annual report to the BOS in January, or move it closer to the fiscal year, which is in November. They will discuss at the next meeting.

**Conduct outreach activities throughout the county:**

Goodlove said she is planning to have a booth next year at the Linn County Fair, she wasn't sure of the exact dates yet, but that it is usually around the 3<sup>rd</sup> week of June.

**Provide educational opportunities for young students:**

Soukup said she is working on a project and will have more information at the October meeting.

**Fund and promote training opportunities for Commission members to attend state-approved historical preservation training:**

Pilcher said they plan to have commission members attend the Preserve Iowa Summit next year.

The group discussed activities for the next years Preservation month which included:

1. Maintaining Pioneer Cemeteries project
2. Translation guide: Acronyms LCHPC website
3. Lincoln Hwy map on the LCHPC website
4. Have more interaction and hold joint events with other historical preservation commissions
5. Pilcher suggested holding a joint historical event at the History Center, and have guest speakers as well as a social event
6. Host a tour of local points of interest, such as the Paramount Theatre, History Center etc.
7. Hold a county scavenger hunt
8. Happel suggested events involving the younger generation, such as biking, hiking the trails etc.
9. The group chose to concentrate on items 1-5 for next year.
10. Motion by Harstad second by Soukup, those present voting aye, to adjourn the meeting.

**Next Meeting**

October 17, 2018

**Adjournment** - The meeting adjourned at 5:10 PM

Respectfully submitted,

Approved,

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Jill Mathey, Recording Secretary

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Maura Pilcher, Chair