



LINN COUNTY HISTORIC PRESERVATION COMMISSION
935 Second Street SW ▪ Cedar Rapids, Iowa 52404 ▪ 319-892-5141

Minutes
November 14, 2018

Members Present

Maura Pilcher
Patricia Soukup
Amanda Happel
Nancy Goodlove
Connie Robinson
Dick Thomas

Absent

Brent Harstad
Michael LeClere

Staff Present

Mike Tertinger, Staff Liaison
Jessica Black, Recording Secretary
Les Beck, Planning & Development Director

Call to Order

Chair Maura Pilcher called the meeting to order at 4:04 PM.

Public Comment

None

Announcements / Communication

None

Approval of Minutes

Motion by Soukup, second by Robinson, those present voting aye, to approve the minutes of the October 17, 2018 Historic Preservation Commission meeting as amended.

Budget

There were expenditures of \$7387.83 during October; \$6887.83 to Wapsipinicon Valley and \$500 allocation to two members that went to conference in Des Moines, leaving an operating budget of \$2157.

Commission to request full amount of \$10,100 for fall amendment, allowing for payment in full of all outstanding expenses. Anything left over will be put back into general fund.



Beck let the group know that the budget amendment request was recently submitted.

New Business

No new business.

FY19 Work plan

Advance the Rural Preservation Initiative

Partial pay-out to Wapsi Valley approved at last meeting.

Nancy, Patty & Amanda are working on pioneer cemetery inventory. Will work with the Board of Supervisors.

Wickiup Hill/Matsell Bridge NRHP Nomination

Dick Thomas wrote a letter to Board of Supervisors on behalf of Linn County Historical Preservation Commission and Linn County Conservation Board to discuss HPC's next project; either Wickiup Hill or Matsell Bridge. Consensus is Wickiup Hill.

Pilcher told the group that several people plan to attend the Conservation Board meeting at Wickiup Hill on December 17th for approval of letter presentation before the Board of Supervisors. Tertinger offered to send out a calendar invite and more information regarding meeting to all members of commission.

Administer the Historic Preservation Grant Program

Pilcher suggested the group be thinking about what to cover during upcoming workshop in March. Will discuss further in future meetings.

HPC Website

Pilcher stated that her and Tertinger met with LeClere on October 19th to discuss website revisions/upgrades. Preliminary changes, such as content altering and adding documentation, have already been made. All other revisions must be submitted prior to November 21st. Any changes made after November 21st will not be submitted or updated until formal website rollout in March. Tertinger asked that if any members have photos they wish to put on the new website, send to him.

Happel suggested a few minor tweaks to website.

Pilcher showed commissioners the revisions that have already been made. The group was very impressed with format and content.

Goodlove wondered if anyone would be double-checking information submitted to Historic Preservation Commission's web page. Pilcher confirmed that any changes would be required to go through the commission prior to being published.

Tertinger showed the group the Linn County Historic Resources Inventory Map. The commissioners discussed different ideas for updating and revising map.

Maintain Lincoln Highway Interpretive Centers – Kiosks

Tertinger looked into who helped maintain kiosks in the past and found that Will Thompson with Armadillo Arts invoiced the group back in 2013 for repairs. Thomas confirmed Will Thompson had done great work for HPC in the past and suggested the group contact him for any future repairs.

Tertinger agreed to follow up with Thompson on behalf of HPC to inquire about painting a couple of kiosks.

Conduct Outreach Activities Throughout the County

Pilcher plans to reach out to Jason with The History Center to discuss future outreach activities.

Soukup mentioned that Fairfax will be the first small town to have a display at The History Center.

Demolition Review

Soukup suggested the group focus mainly on putting together a demolition policy now and possibly preservation plan in the future.

The group discussed demolition permit application intake process, noting that it would be ideal for all applications to first be reviewed by HPC prior to approval/denial.

Beck explained to commissioners that an ordinance amendment would be required prior to authorizing HPC's review of all applications. Instead, he suggested that any demolition permit applications that are submitted be funneled to Tertinger for his review on Historic Preservation Commission's behalf, then simply notify the homeowner of historical relevance and provide information resources, but the decision to demolish would ultimately be left up to homeowner.

The group continued discussion on other possible options of demolition policy requirements, but decided that the best way to proceed is to first check into other towns within Linn County's demolition policies, especially Marion and discuss at next meeting.

Beck advised that the idea of demolition policy revision be presented to the Board of Supervisors to ask for their direction. January may be best time to do so, as Pilcher will have completed annual report and the group will have had more time to further educate themselves on other surrounding areas' policies.

Motion by Goodlove, second by Soukup, those present voting aye, to adjourn the HPC meeting at 5:07 PM

Other Business

None

Next Meeting

December 19, 2018

Adjournment - The meeting adjourned at 5: 07 PM

Respectfully submitted,

Approved,

Jessie Black, Recording Secretary

Maura Pilcher, Chair