



## **LINN COUNTY HISTORIC PRESERVATION COMMISSION**

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

**Minutes**  
**January 16, 2019**

### **Members Present**

Maura Pilcher  
Patricia Soukup  
Amanda Happel  
Nancy Goodlove  
Michael LeClere  
Connie Robinson  
Brent Harstad  
Dick Thomas

### **Absent**

### **Staff Present**

Mike Tertinger, Staff Liaison  
Jessica Black, Recording Secretary

### **Call to Order**

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

### **Reappointments**

Pilcher, Soukup and Thomas' terms expired in 2018. All three members wish to continue serving as a member of the commission for another 3-year term.

### **Election of Officers**

Motion by Goodlove second by Harstad, those present voting aye, to approve re-appointment of the current officers for 2019:

Chair- Maura Pilcher  
Vice Chair- Michael LeClere  
Secretary – Patricia Soukup

### **Announcements/Communication**



Goodlove told the commission she had planned to hold a special event with a Civil War book author at the Central City Historical Society on Saturday, January 19<sup>th</sup>, but due to anticipated weather, felt obligated to cancel to ensure safety of travelers.

Tertinger announced that everyone in the commission should have received a 2019 meeting schedule and grant calendar. He asked that if anyone sees anything that needs revision to let him know. He also asked that each member of the commission confirm their contact information; a member list was passed around.

Tertinger let the group know of a few upcoming conferences: Preservation Iowa Conference held in Newton, IA in June, National Trust Conference held in Denver, CO in October, and Main Street Conference held in Seattle, WA in March. He announced that HPC will financially help any interested commissioners wanting to attend any upcoming conferences. Happel, Harstad, Goodlove and Pilcher all expressed interest in attending Preservation Iowa Conference in Newton.

Robinson thanked Tertinger for sending out emails on various video trainings. Pilcher suggested recording them so they can be counted towards the CLG report. Tertinger asked that if anyone participates in trainings to let him know.

Tertinger also let the commission members know about the upcoming SNRC meeting in Des Moines on February 9<sup>th</sup>.

### **Approval of Minutes**

Soukup motioned, Happel seconded, all present voting aye to approve minutes from December 19<sup>th</sup>, 2018 meeting as submitted.

### **Budget**

Fall amendment request was granted; account balance is currently \$12,502.00. Preservation Grant fund still has a remaining balance of \$2,250.00; Tertinger confirmed this would be enough to complete the Coggon project, in addition to sending interested commission members to an upcoming conference.

### **New Business**

Tertinger explained that the CLG annual report is due Thursday, February 28<sup>th</sup>. He asked that any members who complete training, send him the form to confirm. He will email the form out to everyone.

Tertinger announced that he received an email from Paula Mohr regarding the March 1<sup>st</sup>, 2019 deadline for the Historic Preservation Sub-Grant Program. Per Mohr's email, there is a total of \$5 million available. The group discussed eligible properties and applicants. Pilcher proposed that she, Thomas, and LeClere meet within the week and discuss more in-depth. Thomas insisted the government shutdown has affected the program and it is currently on hold. He also mentioned that the new Rural Development Council would want to work with HPC on the application.

Pilcher explained that the funds would come directly to HPC, then they would disburse as they see fit.

### **FY19 Work plan**

### ***Demolition Review***

Pilcher will bring demolition review up to the Board of Supervisors. Next steps to follow.

### ***Conduct Section 106 Review - Troy Mills Dam***

The commission agreed with the findings for the Troy Mills Dam project. Pilcher was excited to point out that because of Section 106 review, the project area shrunk and key historical features were retained.

### ***Coggon Nomination***

Pilcher mentioned that the commission still needs to send the CLG National Register Nomination Evaluation Report Form for the Coggon Commercial Historic District to SNRC. She explained that the HPC's role at this time is to either agree or disagree with nomination document.

Happel motioned to recommend property as listed, Goodlove second. All others present voting aye. LeClere abstained. Tertinger asked that two members of the commission sign the form; Pilcher and Thomas agreed. Tertinger insisted this will need to be on the Board of Supervisors agenda as soon as possible.

### ***Pioneer Cemeteries***

Tertinger let the commissioners know that Sherry Timmins with Board of Supervisors said the town trustees are doing a great job with Pioneer Cemetery inventory. There are only a few in need of county maintenance. She is working with Jon Gallagher to try and have Gallagher physically find the sights, make the list more concrete, and then have the Board of Supervisors possibly appoint a cemetery commission or instead, just have county maintenance take care of it. Soukup mentioned some headstones need to be avoided when mowing or trimming for preservation purposes.

Goodlove asked for clarification on the pioneer cemetery list. She wondered if she could call the Board of Supervisors' office and ask for the list. Tertinger said yes.

Soukup wondered about the County Home cemetery. Most of the commissioners questioned the location. Soukup confirmed it is off of Highway 13. Some commissioners expressed concern for the lack of identification of said cemetery; insisting that if there is such a cemetery, the county is not properly maintaining it.

### ***Identify next project***

Pilcher will be presenting Wickiup project to the Board of Supervisors.

### ***Grant Program***

Goodlove made reservations at the Falcon Civic Center and will provide coffee, juice and cookies for the event. Pilcher suggested Goodlove keep all of her receipts in order for the HPC to reimburse her.

Tertinger asked if a projector would be needed. Happel insisted it would be nice to have a slideshow. Goodlove will check with Falcon Civic Center to see if they can provide a projector.

Happel questioned how she could announce the invitation. Tertinger said individual HPC members could post it on Facebook. Pilcher suggested a press-release. Tertinger will ask Joi Alexander if press release is possible.

Some commissioners also discussed the idea of listing the event in surrounding small-town newspapers.

***Kiosks***

No update – Will Thompson has not gotten back to Tertinger yet.

***Provide annual report to BOS***

Pilcher told the group her presentation to the Board of Supervisors is currently scheduled for January 28<sup>th</sup>. Pilcher will present Demolition Review, Pioneer Cemeteries, and Wickiup Hill Nomination. She will also discuss the current status of grant program, remind them of HPC’s schedule, preservation month activity, and the HPC’s participation in National Conference. She would also like to show them that the CLG report has been drafted.

***Preservation Event***

Pilcher discussed possible dates with Jenny from the History Center. Jenny offered two dates: May 4<sup>th</sup> and May 25<sup>th</sup>. The commissioners decided that May 25<sup>th</sup> would not be the best option, as it is Memorial Day Weekend. May 4<sup>th</sup> would work better. Event will be held around 5:00 p.m., drinks and appetizers will be available.

Pilcher explained that there would be some sort of speaker or panel discussion at event. She suggested encouraging grant receivers to make a poster presentation. Happel offered to create template. Pilcher said the gallery would not be open, in effort to encourage attendees to come back and visit at a later date. The History Center will not charge HPC for the event.

***Website***

No update.

***Booth at Linn County Fair***

Robinson has all necessary supplies, but will verify before next meeting. Soukup will look into hands-on items for children.

***Educational Opportunities***

No update.

**Other Business**

None

**Next Meeting**

February 20, 2019

**Adjournment** - The meeting adjourned at 4:48 PM

Respectfully submitted,

Approved,

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Jessie Black, Recording Secretary

Michael LeClere, Vice Chair