

LISBON HISTORIC PRESERVATION COMMISSION

Minutes of Meeting

February 15, 2024

The meeting was called to order by Chair Rebecca Hess at 4:35 p.m. Present: Rebecca Hess, Marc Mohn, and Ann Opatz. Absent: Amelia Kibbie and Alexandra McKendree. Guest: Council Liaison John Bardsley.

Moved by Hess, seconded by Mohn, to approve the agenda. The motion passed on a voice vote of 3-0.

Moved by Mohn, seconded by Hess, to approve the minutes of the January meeting. The motion passed on a voice vote of 3-0.

Discussion and Possible Action on Purchase of Additional Storage in Google Drive and Remote External Drive for File Storage: Discussion followed regarding the anticipated need for additional storage in Google Drive and the need for storing back-up files. Moved by Hess, seconded by Opatz, to approve the purchase of additional storage in Google Drive at the time it is needed and for the purchase of a 500G flash drive for back-up files. The motion passed on a voice vote of 3-0. Opatz also noted that the file cabinet that is used to store LHPC official meeting notebooks and general LHPC documents is full. Opatz will visit with City Administrator Siggins about storing these records.

Discussion and Possible Action on Cancellation of Zoom Subscription: Hess reported that LHPC is able to use the City's Zoom account when needed and suggested we look into cancelling the LHPC Zoom subscription to save money. Moved by Hess, seconded by Mohn, to cancel the Zoom subscription pending the ability to receive a refund. The motion passed on a voice vote of 3-0.

Updates:

Report on January 22 Council Presentation of LHPC FY25 Budget Presentation: Discussion followed regarding comments made by the Mayor and Council regarding their decision to delay investing in the rehabilitation of the barns in the Meyers Farmstead Historic District and the development of Pleasant Grove Heritage Park for the foreseeable future.

Report on February 12 Council Presentation of 2023 CLG Annual Report: A summary of the 2023 CLG Annual Report was presented, as required. The Mayor acknowledged the work done by LHPC and noted that the City has difficulty finding funding for preservation projects. The report was submitted to the State on February 13.

HRDP Final Report: Hess reported that she is working on a few items that will complete the HRDP final report.

History Center Rehabilitation Project: Opatz reported that she reminded City Administrator Siggins and the History Center Board of the upcoming deadline for submission of grant applications to the Linn County Historic Preservation Commission for FY25 projects.

Library Rehabilitation Project: Opatz reported that she reminded City Administrator Siggins and the Friends of the Lisbon Public Library of the upcoming deadline for submission of grant applications to the Linn County Historic Preservation Commission for FY25 projects.

Building Histories/QR Code Project: Opatz reminded the group that information for the Opera House building history is filed in the Opera House file in Google Drive. It was suggested that, in addition to the general history of the building, each building history include something about the building's architecture, an interesting story related to the building, and one or two photos. A script needs to be prepared, a narrator needs to be identified, and the QR code needs to be set up.

Meyers Farmstead Historic District/Pleasant Grove Heritage Park

Preservation Plans Project: OPN is still on schedule for its on-site work this spring.

Status of Request to Designate Unspent Insurance Funds for Future Stabilization and Rehabilitation Work: Hess inquired about the status of unspent insurance funds designated for stabilization of the barns at the January 22 Council meeting. Siggins reported that he has not yet had a chance to look into this.

Master Site and Interpretive Plan/Public Meeting: Opatz will be meeting this week with Parks & Rec Director Drayton Kamberling to discuss ways to gather input from community members about their ideas/vision for Pleasant Grove Heritage Park. She also reported that Tim Wren of Edwards Creative will be visiting Pleasant Grove Heritage Park on January 28 for his first look at the property.

Iowa Voices Project: Opatz reported that she has scanned photos to replace the poor quality photos at the end of the McElmeel video. She suggested asking a student at Lisbon Community Schools to help edit the video. Opatz will upload the photos to Google Drive for easy access.

Establishment of Non-Profit: Opatz reported that several people have confirmed their willingness to serve on this non-profit. Mohn will visit with Guy Booth about filing the articles of incorporation and bylaws on behalf of the non-profit.

Lincoln Highway Activity Guide Update for Lisbon: The current brochure was reviewed and suggestions for updates were offered. Opatz will seek input from the City and the History Center Board before passing the updates to Jennie Hau at the Lincoln Highway Heritage Byway. The updates will appear immediately on the Lincoln Highway Heritage Byway website and in the printed brochure at the time of the next printing.

Update on Website Maintenance: Opatz will provide Kibbie with information for updating the "Meeting" and "What's New" tabs.

Volunteer Hours and Participation in Training: Commissioners were asked to submit their hours and participation in training sessions.

Other Business: Opatz reported that the recent issue of The Alliance Review has been distributed and includes an article featuring Silos & Smokestacks National Heritage Area, along with a shout-out to the LHPC for its preservation efforts relating to the Meyers Farmstead Historic District and Pleasant Grove Heritage Park.

She also reported on meeting with Elaine Burke, owner of the property at 310 East Market Street. Burke shared information and old photos of the home and allowed Opatz to take photos for posting on the LHPC Facebook page.

The meeting adjourned at 5:40 p.m.

Submitted: Ann Opatz, Secretary

Date Approved: _____

Signed: _____
Rebecca Hess, Chair