

LISBON HISTORIC PRESERVATION COMMISSION

Minutes of Meeting

January 19, 2023

- 1) The meeting was called to order by Chair Rebecca Hess at 4:35 p.m. Present: Rebecca Hess, Amelia Kibbie, Marc Mohn, and Ann Opatz. Guest: Council Liaison John Bardsley.
- 2) Moved by Mohn, seconded by Hess, to approve the agenda. The motion passed on a voice vote of 4-0.
- 3) Moved by Hess, seconded by Kibbie, to approve the minutes of the December meeting. The motion passed on a voice vote of 4-0.
- 4) Election for Position of Vice Chair: Hess nominated Mohn for the position of Vice Chair. With no other nominations, Hess moved to appoint Marc Mohn as Vice Chair; seconded by Opatz. The motion passed on a voice vote of 4-0.
- 5) Vacancy on LHPC: Former commissioner Marianne Zahorik completed her second full term on December 31, 2022, creating a vacancy on the Commission. Discussion followed regarding filling the vacancy.
- 6) Discussion and Possible Action on Reimbursement of \$160.39 to Rebecca Hess for Zoom Subscription for 2023: Moved by Opatz, seconded by Mohn, to approve reimbursement of \$160.39 to Rebecca Hess. The motion passed on a voice vote of 3-0, with Hess abstaining.
- 7) Discussion and Possible Action on Goals and Action Plans for 2023: Goals and Action Plans for the new year were discussed and established. Moved by Opatz, seconded by Hess, to approve the Goals and Action Plans for 2023. The motion passed on a voice vote of 4-0.
- 8) Discussion and Possible Action on 2022 CLG Annual Report: Moved by Hess, seconded by Mohn, to approve the 2022 CLG Annual Report. The motion passed on a voice vote of 4-0. As required by the State Office, a summary of the report will be presented to the Mayor and Council at the February 13 Council meeting, with the report scheduled to be submitted to the State Office later that week.
- 9) Updates

Silos & Smokestacks Collaboration: Opatz reported that the City submitted its application for Emerging Partner Site status to Silos & Smokestacks. Candy Streed of Silos & Smokestacks has requested a meeting with interested parties to move forward with the preparation of a memo of understanding that will guide our efforts moving forward. Organizations/persons to be included in that meeting include Drayton Kamberling as Parks & Rec Director, Brandon Siggins as City Administrator, Tree/Nature Park Board, History Center Board, LHPC, and City Council Liaisons to the Parks & Rec Board.

Destination Iowa Grant: Hess reported that the Destination Iowa grant was submitted on December 30 and received by the Iowa Department of Economic Authority, and that the City has not yet received word on the status of the application.

Library Building Rehabilitation Project: The final report for the \$5,000 award from the Linn County HPC to the Friends of the Lisbon Public Library for storefront and fire escape painting is due March 15. The storefront painting project was completed last fall at a cost of \$3,980, leaving \$1,020 in grant funds to spend on the fire escape project. Since this painting project cannot likely be completed by March 15 due to the weather, LHPC has advised the Friends of the Lisbon Public Library to request an extension from the Linn County Historic Preservation Commission in order to expend the grant funds by June 30, 2023. Once the fire escape painting project and window repair/paint project are complete, Phase 2 of the Preservation Plan for this building will be complete.

Lincoln Highway Interpretive Sign: Hess reported that she worked with Suzette Astley, chair of the Mt. Vernon Historic Preservation Commission, to secure support for new Lincoln Highway interpretative panels in Lisbon and Mount Vernon from the Mount Vernon-Lisbon Community Development Group (CDG). At its January 11th meeting, the CDG awarded \$3,500 for this project. The Mt. Vernon HPC has \$2,500 in place toward the cost of the panel to be installed in Mt. Vernon, leaving \$2,000 to be raised in Lisbon. LHPC will request those funds from the City, as the new panel will be installed in Lincoln Park. The Linn County Historic Preservation Commission has committed \$8,650 toward this project. Full funding must be secured soon in order to lock in the price and move forward with the project.

Downtown Reinvestment Grant Program: Hess is working on the supplemental documents with information about appropriate treatments that will be posted with the guidelines.

Google Drive Issues: Hess reported that she is waiting to hear from Scott Cannon of Market Street Technologies for possible solutions to the issues with the LHPC Google Drive.

Photo-Op Cutout: Work on this project will take place over the winter months.

10) Report on January 9 Work Session with City Council

General Comments: Opatz and Mohn reported on the work session with City Council on January 9, noting that a significant amount of time was spent on discussing the west wall of the History Center building, leaving little time to cover other important topics.

Opatz noted LHPC's appreciation of the Council's continuing support for the Downtown Reinvestment Grant Program, including the \$20,000 funding level, increase in the amount of grant awards, and elimination of the firm deadline for receipt of applications.

She informed the Council that the Library building rehabilitation project – both Phase 1 and Phase 2 of the Preservation Plan – are on schedule to be completed by June 30, 2023, with only the window work and fire escape painting yet to be done. In 2021-22 and 2022-23, the City budgeted a total of \$41,500 for this building and \$9,000 in grant funds was received, providing \$50,500 for Phase 1 and Phase 2 projects. Only \$30,443 was spent, leaving \$20,057 unspent and

returned to the general fund. 70% of the funding over the two years was provided by the City and 30% of the funding came from grant funds.

Opatz explained that LHPC is finding it difficult to find contractors to remove the remaining paint from the west wall of the History Center building, which led to questions from the Council about the necessity of removing the paint and their opinions about how to proceed (their options included siding the wall, grinding the wall, selling the building, and demolishing the building). Mayor Pro-Tem Smith requested a second work session on January 23 at 6:30 p.m. to discuss all options in an effort to determine the best path forward with this building.

LHPC 2023-24 Budget Request: LHPC submitted a preliminary budget request of \$2,381 for the new fiscal year. This request represents an approximate \$6,000 decrease from FY23. That \$6,000 allocation was made to cover the estimated cost of having preservation plans prepared for the barns. The cost of preparing preservation plans for the barns was included in the Destination Iowa Grant. If that grant is not awarded, Hess and Opatz will work with City Administrator Siggins to identify funding for this expense from the FY23 budget, as OPN is available to begin work as early as January.

Preparation for January 23 Work Session with City Council: Topics to be discussed at the work session include 1) a continuation of discussion regarding the History Center building, 2) Pleasant Grove Heritage Park, 3) Meyers Farmstead Historic District, and 4) funding for capital projects.

11) History Center Building Rehabilitation Project

History Center Grant from Linn County HPC for Masonry Rehabilitation Project: If the Council approves moving forward with the Phase 2 masonry rehabilitation project, LHPC will advise the History Center Foundation to request an extension of the \$5,000 grant from the Linn County HPC that was awarded to support this project. This action will make the History Center Foundation ineligible for applying for an award in 2023-24. If the Council does not approve of moving forward with the masonry rehab project, the funds must be returned to Linn County.

Lead Paint Abatement: Hess and Opatz met with a contractor on January 18 to discuss the west wall rehabilitation project. Separate estimates for paint removal and masonry rehabilitation were requested. Hess has arranged to meet with another contractor the week of January 23.

Discussion and Possible Action on Purchase of a Time Lapse Video Camera: Mohn has researched time lapse video cameras and determined that the free-time lapse camera that was offered to LHPC on loan was not appropriate for our needs, so we will need to purchase a camera. He reported that there are models on the market that are self-charging (through a solar panel) that can be managed from a cellphone app. He will bring more detailed information to the next meeting for our consideration.

12) Discussion and Possible Action on Proposal from OPN Architects for Preservation Plans for Structures in Meyers Farmstead Historic District: Hess moved to table this item until the City receives word on the Destination Iowa grant application; seconded by Opatz. The motion passed on a voice vote of 4-0.

13) Other Business: Mohn reported that he plans to work with the Fredrick family to move a corn sheller and fanning mill from their farm to the hay barn in the Meyers Farmstead Historic District. Discussion followed regarding the process for handling donations. Hess suggested talking to the History Center about the procedures they have in place for accepting donations.

14) The meeting adjourned at 6:00 p.m.

Submitted: Ann Opatz, Secretary

Date Approved: _____

Signed: _____
Rebecca Hess, Chair