**LISBON HISTORIC PRESERVATION COMMISSION
Minutes of Meeting
January 20, 2022**

The meeting was called to order by Chair Rebecca Hess at 4:34 p.m. at City Hall. Present: Rebecca Hess, Marc Mohn, Marianne Zahorik, and Ann Opatz. Absent: Amelia Kibbie. The LHPC Council Liaison was not present.

Moved by Hess, seconded by Mohn, to approve the agenda. The motion passed on a voice vote of 4-0.

Moved by Zahorik, seconded by Mohn, to approve the minutes of the December meeting. The motion passed on a voice vote of 4-0.

Review and Recommendation Regarding Bi-State Masonry Invoices for Phase I Repairs to History Center and Library Buildings: City Administrator Siggins informed Opatz that Public Works Director Travis Bagby inspected the caulking work done on the west and north walls of the Library building and was satisfied that the work had been done in accordance with the agreement with the City. Moved by Hess, seconded by Opatz, to recommend payment of invoice #5049 for $20,534.00 for Phase I Life Safety Repairs to the History Center and Library buildings. The motion passed on a voice vote of 4-0.
 Siggins also informed Opatz that the additional caulking work on the north side of the Library building and south side of the Southeast Linn Community Center (invoice #5158 in the amount of $1,746) will be paid from a separate City account.

Goals and Action Plans for 2022: A draft of the Goals and Action Plans for 2022 was reviewed and revised. Moved by Hess, seconded by Zahorik, to establish Goals and Action Plans for 2022 as discussed. The motion passed on a voice vote of 4-0.

Review of Draft 2021 CLG Annual Report: A draft of the 2021 CLG Annual Report was reviewed. The report must be submitted online by March 1, 2022 in order to maintain Lisbon’s CLG status. A summary of the report will be presented to the City Council in February, as required by the State Historic Preservation Office. Moved by Hess, seconded by Zahorik, to approve the 2021 CLG Annual Report as discussed. The motion passed on a voice vote of 4-0.

Meyers Farmstead Historic District: Hess has been in communication with a preservation architect to write a preservation plan for the Meyers barns but has not yet received official word of that person’s commitment to the project.
 Hess visited with Curt Blinks of Blinks Brothers and reported that work to stabilize the barns will continue as his health allows. Blinks has done considerable work on the hay/feeder barn but still needs to fix the header door, do some tuckpointing, and address drainage issues with landscaping. He reported that he has been pulling all of the old wiring from this barn, and that he has not encountered any substantial issues that would be cause for financial concern. Blinks will meet with City Administrator Siggins to discuss expenses to date in order to plan for FY23.
 Blinks has found an old fanning mill, plow, and other items that his family will consider donating for display at the Meyers Farmstead.

Update on History Center Building Rehabilitation: Hess reported that only one quote was submitted for Phase II rehabilitation of the building, and that quote was incomplete. The quote was submitted by Bi-State Masonry. Hess has been working with contractors to solicit quotes for the missing items. Phase II work includes broad categories of lead paint abatement, waterproofing, masonry and sealing of masonry, and storefront repairs/painting. Hess and Opatz have been working to develop a plan for completing Phase II work, with the lead paint abatement being done yet this fiscal year (using $19,000 from the Linn County grant to the Lisbon History Center Foundation) and other items scheduled for FY 23.

Update on Library Building Rehabilitation: Only one quote was submitted for Phase II rehabilitation of this building, and that quote was also incomplete. The quote was submitted by Bi-State Masonry. Most of the work in Phase II relates to windows and painting the storefront and fire escape. The quote for window work was $16,743 and did not include the weather protection of the metal sill covers or the replacement of the missing corbel details below the window sills. Hess has been in conversation with a local contractor to obtain a quote for the missing items. Hess also discussed another (and possibly cheaper) option for repairing the windows. Hess and Opatz have been working on a plan for starting Phase II work yet this fiscal year and finishing in FY 23. Zahorik will discuss options for painting and using the fire escape as a public art project with the Lisbon Library Board.

Fiscal Year 2023 Budget Preparation: Opatz presented a proposed budget of $8,261for FY23 that includes a $6,000 line item for hiring a professional to prepare a preservation plan for the Meyers barns. This allocation is included in the current fiscal year budget, but we may not be able to find a qualified professional to complete the project by June 30, 2022, pushing the funding to the new fiscal year. Moved by Mohn, seconded by Zahorik, to approve the budget as presented. The motion passed on a voice vote of 4-0.
 Discussion of Phase II funding for the History Center and Library buildings could not take place because of missing quotes for some of the components of Phase II.
 LHPC will request a work session with the Council in February to present the “Save Our Buildings, Save Ourselves” video; summarize the 2021 CLG Annual Report; present recommendations on funding (including grant opportunities) and scheduling Phase II rehabilitation components for the History Center and Library buildings; discuss next steps for the Meyers Farmstead Historic District, including the development of the Nature Park; and discuss the Downtown Reinvestment Grant Program.

Facebook (public vs. private): It was noted that Facebook has recently changed its policy regarding memberships in public groups, now allowing anyone to join without permission. In recent weeks, the LHPC Facebook page has seen two posts that are in violation of our rules, and those posts were removed. An option is to switch our page to a private page, but doing so would not allow us to switch back at any point in the future. It was decided that the LHPC Facebook page will remain a public group and will be closely monitored in the coming weeks.

Other Business: Opatz reported that Amanda Happel of the Linn County Historic Preservation Commission continues to work on funding for the new Lincoln Highway interpretive panels in Lisbon and Mount Vernon. The cost of each panel is approximately $6,000 and the Linn County Historic Preservation Commission has committed $2,000 toward the cost of each panel. In addition, Happel has been working with Joe Jennison of the Mount Vernon-Lisbon Community Development Group to secure local funding. Opatz will meet with the History Center Board to discuss options for accepting donations toward this project since the History Center Board holds 501(c)(3) non-profit status.

The meeting adjourned at 6:35 p.m.

Submitted: Ann Opatz, Secretary

Date Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
 Rebecca Hess, Chair