



LINN COUNTY HISTORIC PRESERVATION COMMISSION
935 Second Street SW • Cedar Rapids, Iowa 52404 • 319-892-5130

Minutes
January 17, 2024

Members Present

Maura Pilcher, Chair
Todd McNall, Vice-Chair
Steve Ciha
Barb Westercamp, Secretary
Hilary Copeland-Marvin
Nancy Kraft
Kim Hanna

Absent

Matt Kenney
Michael LeClere

Guests

Staff Present

Stephanie Lientz, Staff Liaison
Jill Hansen, Recording Secretary

Call to Order

Chair Maura Pilcher called the meeting to order at 4:07 p.m.

Election of Officers

It was decided to table the election of officers to next month. Motion by Copeland-Marvin, second by McNall, those present voting aye.

Public Comment

None

Approval of Minutes

Motion by McNall, second by Copeland-Marvin, those present voting aye, to approve minutes of November 15, 2023.



Announcements/Communication

Lientz noted the Board of Supervisors confirmed the reappoints for Steve Ciha and Kim Hanna. Terms will expire December 31, 2026.

Lientz said forms for mileage reimbursement are due to Hansen on March 1, 2024. Hansen is to send out forms to committee members.

Lientz remarked on the State Association for the Preservation of Iowa Cemeteries Grant was due on March 1st. Kraft mentioned she liked the form. McNall asked about the intent of use. Lientz said individuals, households and businesses were able to apply. Ciha is interested in the grant for a cemetery with which he has an association. Pilcher brought up the grant being a good tool to point people to when they come to the board with cemetery projects. McNall mentioned the Pioneer Cemetery that was previously brought to the Board.

Hanna joined the meeting at 4:14 p.m.

Budget

Current funds are \$27,880. After factoring in the money already committed, there is functionally \$6,675 left in the budget for other projects.

New Business

None

FY 2023 Work Plan

2023 Certified Local Government (CLG) Annual Report

The report is due at the end of February. Pilcher stated all training for Commission members needs to be logged. Any training that members have given or attended needs to be turned into Wylam or Lientz so it can be logged. Westercamp's attendance at Past Forward did satisfy needed training requirements but other members still need to turn in hours.

February Presentation of CLG Report to Board of Supervisors

Pilcher volunteered to give the update to the Board. The presentation will be February 12th at 10:00 a.m. Pilcher will go through the HPC highlights for 2023 such as the Klinsky Farm, the kiosks, and Westercamp's attendance at Past Forward. Ciha state he would be willing to attend to speak about the kiosks. Pilcher and Ciha will coordinate to present to the Board.

Draft FY25 HPC Grant Calendar

Copeland-Martin brought up the limited attendance with the virtual grant briefing. The distribution list being outdated was discussed. Copeland-Martin asked how much of

the list had been gone through. Discussion on merits of doing a physical mailing and holding an in-person meeting was held. Dates were discussed with February 1st for the grant application to be released to the public, March 2nd for the virtual grant briefing, and March 29th for the application deadline. Pitch the Project was discussed and will be held at the regular February 21st meeting.

Lientz will have Wylam contact last year's recipients. Copeland-Marvin said the application is not completely ready to go. Pilcher would like a test email to make sure it works with the updates. Copeland-Marvin is confident with release date as long as there are no major changes and will send a test. McNall volunteered to have the test email sent to him. It was decided to mail a hardcopy of the grant information to past recipients. Pilcher believed the physical addresses would be more current than some of the email addresses. Lientz said a generic letter could be created to send.

A motion was made by Hanna to use HPC funds to pay for the postage for the information to be mailed by zoning staff for the FY25 Preservation Grant, second by McNall, all those present voting aye.

Klinsky Farm NHRP Nomination

Hanna noted a misspelling of a name in the nomination. All reviews from members have been sent on per Lientz. Lientz went through and collected all the hours from members. McNall and Westercamp noted they had hours on the project that had not yet been supplied. Lientz will add their time and adjust totals. All members expressed the application was well done. Lientz noted the draft had been submitted.

Matsell Bridge Replacement Project

Pilcher expressed disappointment in the new proposed Memorandum of Agreement (MOA). Pilcher noted the county had paid for the bridge to be listed on the National Register of Historic Places. Discussion was held on whether HPC should accept the new proposed MOA. Kraft talked about research already having been done for the project. The consensus was that 2 signs were not acceptable. Pilcher verified with the committee that everyone agreed with asking for the original 6 signs. Pilcher will speak with Garrett Reddish at the next Blue Bridge meeting.

Lincoln Highway Kiosks

Ciha reported all 3 recently installed signs were done and repaired in an acceptable manner. Ciha had inspected the last one of the three today and shared pictures with the committee. Ciha believed it was okay to pay the remainder owed on the signs. Ciha brought up the cost of replacing the remaining three signs for Abby Creek, Wanatee Park and Lincoln Heights/Mount Vernon Road. Ciha presented an updated cost estimate of \$8741.00 for each sign. Funding for the future signs was discussed, potentially applying for the next round of CLG funds from the state. Ciha was thanked for his work on the kiosk project.

Interest in being officers for HPC was discussed.

Copeland-Marvin asked about plans for Preservation Month. Pilcher said the ribbon cutting of the Blue Bridge will be held in May. A question was raised on the location of the plaque that was formally on the bridge. It was indicated that Garrett Reddish knew where it was being stored. Linn County Communications will be involved in advertising the ribbon cutting.

McNall recognized the new name plates and expressed appreciation for having them done.

Next Meeting

The next regular HPC meeting will be Wednesday, February 21, 2024.

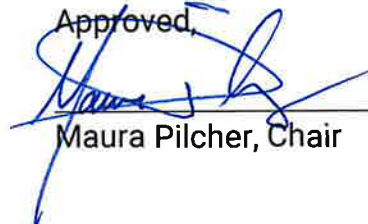
Adjournment -

Pilcher adjourned the HPC meeting at 5:03 p.m.

Respectfully submitted,


Jill Hansen, Recording Secretary

Approved,


Maura Pilcher, Chair