

minutes

Historic District Commission

Wednesday, January 15, 2014
Regular Meeting - 7 p.m.
First Floor Conference Room
Monroe City Hall

1. Roll Call – 7 p.m.

Present: Vice Chairman Egen; Commissioners: Bates, Bentley, Caldwell, Markham, and Ryland.

Excused: Chairman Johnson

Staff: Jeffrey Green, AICP, Historic Preservation Officer / City Planner

Public: Councilwoman Gloria Rafko

2. Introductions

The new City Council liaison, Gloria Rafko, was introduced to the Commission.

3. Approval of Agenda

Motion by Commissioner Bates “To approve the Agenda, as presented.” Second by Vice Chairman Egen.

Motion passed unanimously.

4. Approval of Minutes

Motion by Commissioner Caldwell “To approve the minutes of the July 17, 2013, Regular Meeting.” Second by Commissioner Bentley.

Motion passed unanimously

5. Election of Officers

Due to the absence of Chairman Johnson, the Commission discussed postponing the Election of Officers until a later meeting. With no further debate on the issue, Acting Chairman Egen asked if anyone was ready to make a motion.

Commissioner Bates made the motion to "Postpone election of officers until the next HDC meeting." Second by Commissioner Ryland.

Motion passed unanimously.

6. Budget

Mr. Green provided a copy of the current budget noting that the fee for website renewal and update is not shown in the revenue/expenditure sheets distributed. Mr. Green suggested that the Commission begin thinking about some things that they would like to do with their funding allotment prior to the end of the fiscal year. Mr. Green suggested workshop or updates to the website as possibly projects.

There being no questions or discussion on the budget, Acting Chairman Egen made the motion "To accept the budget report, as presented." Second by Commissioner Markham.

Motion passed unanimously

7. Project Reviews

Commission

- None

Administrative

- 226 Scott Street
Jim & June Coyne, owners
Perimeter Fence Replacement

Mr. Green provided a brief update on the administrative review and approval of the fence project at 226 Scott. Applicants were replacing the perimeter fence, which was non-contributing with a fence constructed of pressure treated lumber. The applicants proposed painting the fence in spring 2014. Mr. Green approved the project in September 2013.

8. Old Business

Historic Church & Stained Glass Tour – 2013

Mr. Green noted that the *Historic Church & Stained Glass Tour* was identified as a topic in both Old Business and New Business, so he would discuss all of it now if that was acceptable to the Commission.

Essentially, the Tour Committee met late last year to determine if there was interest once again in participating in a Historic Church & Stained Glass Tour during Christmastime. After a number of emails and a couple of meetings, it became apparent that there was not a single date that would suit the schedules of a majority of churches. After some discussion it was decided to move the Church Tour until the Easter Season 2014. The committee will get back together in early 2014 to begin planning. They will also be looking for a possible speaker to do a presentation at the conclusion of the tour.

Website Update

Mr. Green noted that this topic ties into the earlier budget discussion. He authorized Jeff Thomas to renew the website domain and make some minor changes, such as adding Councilwoman Rafko as the City Council Liaison. He also noted that the commission was considering upgrading the website last year by adding a Flickr page with additional photographs and possibly even a video. He thought these might be possible projects to undertake prior to the end of the fiscal year.

9. New Business

Historic Church & Stained Glass Tour

-Discussed above in Old Business

Preservation Awards for Residential & Commercial Properties - 2014

Mr. Green asked Commissioners to begin thinking about possible nominees for the joint HDC/City Council Awards for 2014. Possible candidates included: Lotus Financial (Scott & E. Front Street), Joe Buick's former residence, the former Holiday Cleaners Building, the Fox Club, the former Leski Building, house on Borgess Avenue (2nd house from corner across from school on Willow). If there are other suggestions, please forward to him; he will then disseminate to the rest of the Commission.

Educational / Training Workshops – 2014

The commission discussed possible topics for training and educational sessions for the upcoming year. One of the topics that commissioners thought would have significant appeal were those that dealt with “green” topics or “energy efficiency.”

Commissioner Bates was going to check on someone for a possible presentation.

By-Laws

Mr. Green asked commissioners if they were interested in having By-Laws for the prepared for the commission? There was general interest, so he suggested that he prepare the by-laws and bring them back to the commission for review. If the commission likes them they can act on them. If they don't, they can either be revised or shelved until a later date.

10. Project Updates

None

11. Commissioner Comments

No comments from commissioners.

12. Council Liaison Comments

No comments.

13. Staff Comments

No comments.

14. Communications

None

15. Preservation-related Articles

Personality: Window on the World. Preservation Magazine: Winter 2014

16. Public Comment

None

17. Adjournment

There being no further business, Acting Chairman Egen stated that a motion to adjourn would be in order.

Motion by Commissioner Caldwell "To adjourn." Second by Commissioner Bates.

Motion passed unanimously.

jlq/ 1.30.14 /approved: 5.28.14