KENDALL COUNTY
HISTORIC PRESERVATION COMMISSION
111 West Fox Street, Room 209 & 210, Yorkville, IL 60560
Meeting minutes of July 17, 2013
(Unofficial until approved)

CALL TO ORDER
The meeting was called to order by Chairman Whitney French at 7:00 p.m.

ROLL CALL
Present were: Ken Boyer, Ken Donart, Fred Dickson, Whitney French, Richard Scheffrahn, Stephanie Todd and Jeff Wehrli (CB Representative)
Also present: Senior Planner Angela Zubko
Members in the audience: None
Absent: Peter Bochek and Michael Garrigan

APPROVAL OF AGENDA
Jeff Wehrli made a motion to approve the agenda as written, Ken Boyer seconded the motion. All agreed and the agenda was approved.

APPROVAL OF MINUTES
Ken Boyer made a motion to approve the minutes as written from June 19, 2013. Ken Donart seconded the motion. All agreed and the minutes were approved.

CHAIRMAN'S REPORT
Ms. French has nothing to report at this meeting.

NEW BUSINESS
1. Discuss special meeting to review reconnaissance survey at Homestead B & B- Ms. French has talked to the owner of the B & B and they would be delighted to host a night meeting to go over some of the reconnaissance survey at the homestead. ACTION: The group decided to meet on August 7th at 7pm at the Homestead.
2. Slate- Chair, Vice-Chair and Secretary for August election- Ms. French stated she cannot be elected again for Chair by Ordinance. ACTION: Ms. Todd is nominating Mr. Garrigan for Chair, Ms. French for Vice-Chair and Ms. Zubko for Secretary. Mr. Boyer seconded the motion for Chair, Vice-Chair and Secretary. ACTION: Ms. Todd made a motion to nominate Ken Donart for Chair. Ms. French seconded the motion. ACTION: Ms. French made a motion to nominate Peter Bochek for Chair, Mr. Boyer seconded the motion. Nominations are closed and there will be a vote at the August 21st meeting.
3. Vote to purchase old Kendall County Atlas'- Ms. Zubko stated in the packet are 2 examples of what she’d like to purchase and see how they come out. Ms. Todd has the originals and stated the library of Congress has the County Atlas’ as well. Ms. Todd stated the Recorder’s office should also have the maps. Mr. Donart made a motion to purchase the 2 cd’s in the amount of $25 to see what they offer. Mr. Boyer seconded the motion. All were in favor. ACTION: Planner Zubko will purchase both cd’s.

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OLD BUSINESS

1. Discuss participation in Kendall County Fair- The fair is August 1st through the 4th. A couple conversations were going last month on the booth. There is a proposal from Ms. Todd and one from Ms. French. The proposal from Ms. Todd would not be using the existing display and Ms. French suggests purchasing brochure racks and authoring some site specific write-ups. The two sample write-ups by Ms. Todd are included in the board packet. Ms. Todd wrote about saved, lost and threatened properties. One is the old Judson house and the other is James Cornell House. We would utilize our existing display and indicate where the properties identified in the write-ups are located on our existing maps. Ms. Todd asked what everyone’s thoughts are on the two choices. Ms. French likes the maps and utilizing them. Mr. Wehrli and Mr. Boyer agreed. Ms. French asked if Ms. Todd had the following; the Henneberry Stone barn (threatened) and original house- Moses Cherry House (Lost), Little White school house (Saved), the Blacksmith shop-Newark (saved) and the Lisbon Church (Threatened). ACTION: Ms. Todd will complete the write-ups and get them to Ms. Zubko for printing. Also in the packet is the sign-up sheet. Mr. Boyer, Mr. Wehrli and Planner Zubko will set up and breakdown. Mr. Dickson will take 3-5pm on Saturday. Ms. Todd will take 1-3 on Saturday and Sunday. Mr. Boyer will do 5-6 on Saturday. Mr. Donart will do 5-6 on Sunday. Ms. French will do 5-7 on Thursday. ACTION: Ms. Zubko will fill out the times listed above and email the sheet back out to the other organizations and remind them if they would like to provide us some brochures or hand-outs.

2. Ordinance review- comparison between model and current- Ms. French stated we’ve been discussing possibly revising the ordinance since there are new members on the County Board. In that discussion Ms. Todd stated there is a new sample of the CLG (certified local government) ordinance. The one in the packet is for municipalities so there is a new one for Counties. Kane County is the first to write an ordinance. ACTION: Planner Zubko will copy the Kane County Historic Preservation Plan and distribute to the Committee members. Ms. French read all the changes from the original ordinance. Ms. French also had a copy of previous comments from the ad-hoc study committee. She read the comment from Catherine O’Conner. Ms. French would like to go back to Ms. O’Conner so see where we stand for CLG status and what changes need to be made. ACTION: Ms. French will contact Ms. O’Conner what changes need to be made to become eligible for CLG status.

3. Project Tracking sheet- discuss adjustments and select next steps for meeting 2013 goals- Ms. French wanted to skip down to #5, the Plan and this will be continued to next month.

4. Review of 2013 Budget- We will continue this next month

5. 5 year plan- Discuss template and process- Ms. French went through the background of how this document came about and presented the Preservation Plan in three parts, 1)introduction/Intent, 2)Aligning with the County’s goals and 3)Ongoing Project Alignment and Prioritization. The second section is derived from the stated goals the county documented in the Land Resource Management Plan and section 3 is an alignment of the Commission’s projects to the Responsibilities and Authorities section of the Ordinance that governs our activities. ACTION: The Commission will review these documents for the next meeting and begin to prioritize the projects and set goals for their completion.

6. Discussion on public outreach event- We will continue this next month

7. Update from Ms. Todd to landmark the Misner Blacksmith Shop- We will continue this next month

PUBLIC COMMENT
There was no public comment at this time
ADJOURNMENT- Next meeting will be August 7th & August 21, 2013- we also have the fair August 1st-4th
Fred Dickson made a motion to adjourn, seconded by Jeff Wehrli, all agreed. Chairman French adjourned the meeting at 8:33 pm.

Submitted by,
Angela L. Zubko, Recording Secretary & Senior Planner