

Minutes of Meeting
Sangamon County Historic Preservation Commission
February 5, 2020

Members Present: Chuck Pell, Chairman
Bob Sherman, Vice Chairman
Mike Brooks*
Jeanette Goza
Tina Lathan
Aakash Raut
James Schackmann

Members Absent: Molly Berns, Dean Williams * Attendance by phone

Staff Present: Emily Prather, Steve Keenan

Call to Order: A quorum being present, Chairman Pell called the meeting to order at 4:03 PM.

Chairman Pell explained that Commissioner Brooks wished to attend the Historic Preservation Commission meeting via speakerphone due to his work obligation. A motion to allow Commissioner Brooks to attend the meeting via speakerphone was made by Commissioner Sherman and was seconded by Commissioner Schackmann. The voice vote to approve was unanimous.

Approval of Minutes: Chairman Pell entertained a motion to approve the January 8, 2020 minutes. A motion to approve the January 8, 2020 minutes was made by Commissioner Sherman and was seconded by Commissioner Lathan. The voice vote to approve was unanimous.

Chairman Pell entertained a motion to approve the January 15, 2020 minutes. A motion to approve the January 15, 2020 minutes was made by Commissioner Lathan and was seconded by Commissioner Sherman. The voice vote to approve was unanimous.

Chairman's Report/Comments: Chairman Pell apologized for missing the special meeting held on January 15, 2020. Chairman Pell reported he has not been able to connect with Commissioner Brooks to work on the barn book. Chairman Pell stated he is focused on getting the barn book project done. Chairman Pell stated he is appreciative of the Commission divvying out the work to complete the CLG grant applications. Chairman Pell stated he will be reaching out to each Commission member if he needs any additional information in regards to the various barn entries for the barn book.

Old Business: Creation of a Sangamon County Barn Book: Chairman Pell asked Commissioner Brooks if there was anything that he still needs from any of the other Commissioners to help complete the barn book. Commissioner Brooks stated he needs any additional write-ups that have not been submitted yet. Commissioner Sherman asked if he could join Chairman Pell and Commissioner Brooks when they were planning to meet in regards to the barn book. Chairman Pell explained that when they meet, it would be in regards to layout and formatting the barn book and less about the content, but once that is completed they will get a copy to Commissioner Sherman to have him review the content.

Commissioner Sherman noted that with staff member Prather's help he was able to get his updated write-ups e-mailed to Commissioner Brooks and uploaded to the Dropbox folder.

CLG Grant Applications: Chairman Pell stated that based on the minutes from the special meeting held in January it appeared the Commission had come to a consensus to apply for two CLG grants: How to Survey and Landmark Video project and Survey a Township in Sangamon County (Illiopolis Township) project. Staff member Prather noted that currently the 2020 grant application is not available. Chairman Pell stated that even though the grant application is not available yet, the Commission can assume the application will be similar to the 2019 grant application just with different dates.

Commissioner Schackmann reported that he has been working on catching up with the annual reports the Commission is required to submit to the Historic Preservation Division of the Illinois Department of Natural Resources (IDNR). Chairman Pell noted that the annual reports are not only supposed to be submitted to the Historic Preservation Division of the IDNR, but also to the Sangamon County Board. Commissioner Schackmann asked if the Commission will need to approve the annual reports after he has completed them, and Chairman Pell stated the Commission will have an action item at their next meeting to approve/disapprove of the annual reports before they get submitted to the Historic Preservation Division and the County Board. Commissioner Goza asked if the Commission had any of the past annual reports that have been submitted by the Commission so Commissioner Schackmann could use those as a guide for completing the new annual reports. Commissioner Schackmann reported he is working on completing summaries for the annual reports back to 2016. Commissioner Goza suggested to Commissioner Schackmann to prepare individual annual reports for each year versus lumping together the years that the Commission did not submit an annual report. Commissioner Schackmann also reported that he requested past annual reports and CLG grant applications from those communities that were awarded grant funding from Jon Pressley, but has not received anything yet.

Chairman Pell asked who would be spearheading each of these grant applications. It was noted that Commissioner Williams will be in charge of the How to Survey and Landmark Video project grant application. Commissioner Goza noted that the How to Survey and Landmark Video project grant application will need to be tweaked and scaled down before it gets submitted. Commissioner Schackmann asked Chairman Pell if he knew of anyone that would be qualified to survey a township. Chairman Pell stated while his architecture firm was qualified they would not submit their qualifications as it might be seen as a conflict of interest and Chairman Pell noted during the special meeting Fever River Research in Springfield was mentioned as a firm that could provide an estimate for professional services. Chairman Pell stated that based on the last meeting it appeared Commissioner Berns was going to check into whether the Commission would need to obtain a Request for Information (RFI), Request for Quotation (RFQ), or Request for Proposal (RFP). Commissioner Goza volunteered to head up the grant application to Survey a Township in Sangamon County with the help of Commissioner Schackmann and Commissioner Sherman.

The Commission then discussed having an additional special meeting in the month of February to continue planning and coordinating the CLG grant applications. Chairman Pell stated the Commission needs to be in touch with the Historic Preservation Division at IDNR to get an idea of when the applications will be available and when the submittal deadline will be. The Commission discussed several dates for an additional special meeting and ended up deciding to meet on Wednesday, February 19, 2020 at 4:30 PM. The agenda for the special meeting would

consist of: Creation of a Sangamon County Barn Book, CLG Grant Applications: discussion and preparation for 2020 grant cycle, and Approving the Annual Reports.

New Business: None

Initial Recommendation for New Landmark Applications: None

Member Reports: Commissioner Sherman noted there is a historic house in Rochester that would be a good candidate for landmarking. Chairman Pell noted that the Commission would need to enter into an intergovernmental agreement with the Village of Rochester in order to landmark the property. Chairman Pell told Commissioner Sherman that he could complete a windshield survey first for the historic house.

Staff Reports: Staff member Prather noted she will be on maternity leave starting February 20, 2020, if not before, and staff member Steve Keenan will take over the meetings while she is gone.

Public Comment: None

Additional Comments: None

Adjourn: Chairman Pell entertained a motion to adjourn the meeting. Commissioner Sherman made a motion to adjourn the February meeting with Commissioner Goza seconding the motion. The voice vote to approve was unanimous and the meeting adjourned at 4:48 PM.

Respectively submitted,
Emily Prather