

**Minutes of Special Meeting  
Sangamon County Historic Preservation Commission  
February 19, 2020**

**Members Present:** Chuck Pell, Chairman  
Molly Berns  
Jeanette Goza  
Tina Lathan  
Aakash Raut  
James Schackmann

**Members Absent:** Bob Sherman, Dean Williams, & Mike Brooks

**Staff Present:** Emily Prather, Steve Keenan

**Call to Order:** A quorum being present, Chairman Pell called the meeting to order at 4:53 pm.

**Approval of Minutes:** Chairman Pell entertained a motion to approve the February 5, 2020 minutes. A motion to approve the February 5, 2020 minutes was made by Commissioner Schackmann and was seconded by Commissioner Lathan. The voice vote to approve was unanimous.

**Creation of a Sangamon County Barn Book:** Chairman Pell said he and Commissioner Brooks need to meet again but felt hopeful there would be a pretty close to finished book at the March meeting. Chairman Pell, Commissioner Schackmann, and Staff member Prather discussed how long the book has taken. Barns were submitted in 2018; discussion of the format of the project, i.e. book versus calendar, dated to 2016. Chairman Pell indicated it was too long and the volunteer nature of our group should not be the excuse; he said we simply need to get it finished.

**CLG Grant Applications: discussion and preparation for 2020 grant cycle:** Chairman Pell asked if there is a new application available. Staff member Prather said the Illinois Department of Natural Resources (IDNR) website is still showing the 2019 grant manual and application; nothing new for 2020 has appeared. Chairman Pell said based on the last meeting the Historic Preservation Commission (HPC) talked about two things: a survey and changing Commissioner Williams' grant to hopefully make it acceptable to IDNR. He asked Commissioner Goza for her thoughts. Commissioner Goza said she thought at the last meeting it was discussed "selling" it as an education piece as this may be more acceptable. Staff member Prather clarified that last year's grant was an education piece. Commissioner Goza said the HPC is going to re-do the grant with a different deliverable. Chairman Pell and Commissioner Goza discussed how to make it different. Staff member Prather said the application from 2019 was on the screen. Commissioner Goza said the grant would be re-packaged so it was smaller than last year's amount. Chairman Pell said one of the purposes of the special meetings is to get ahead of the grant curve and so if any work can be started, it would put the HPC in a good spot. After some discussion, Commissioner Schackmann said he and Commissioner Goza would work on the survey grant application. Staff member Prather added that Commissioner Goza, Commissioner Sherman, and Commissioner Schackmann was one team at the last meeting. She said everyone else was working on Commissioner Williams' grant application. Staff member Prather said Commissioner Goza was going to be contact Floyd Mansberger. Chairman Pell said Commissioner Goza was going to call him to get an idea about his fee range to complete a survey. Commissioner Goza

said she would call him and Chairman Pell said his company name is Fever River Research, which has a phone number and email address found on their website. Chairman Pell suggested starting with what Commissioner Williams turned in last year and figure out how that can get reworked, etc. Commissioner Goza asked Commissioner Schackmann if they were backtracking or starting with the other piece. Commissioner Schackmann said he thought they were going to focus on the application for the survey. Commissioner Berns read from the previous minutes: "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." Commissioner Schackmann said Commissioner Goza indicated creating one survey where we videotaped the process of surveying part of a township. Commissioner Schackmann suggested putting in for a small grant to try and get awarded so the HPC could say it successfully received a grant. Commissioner Goza suggested meeting with Commissioner Schackmann.

Chairman Pell then recognized Commissioner Berns. Commissioner Berns said she talked to the State's Attorney's office who said a Request for Information (RFI) was appropriate instead of a Request for Proposals (RFP). She indicated if we were going out for a more general consultant there would need to be an RFP, but the State's Attorney's office seemed to think we could sole source it because it was so targeted.

Commissioner Berns next said Commissioner Williams' grant application needs a significant amount of work. She had concerns that some of the work would occur on the County Building grounds and Commissioner Williams had not checked with Building and Grounds, factored in security costs, personnel to open the building on a Saturday, or the costs of having a film crew in the building on a workday. Commissioner Berns said she would hesitate to say how much additional money it would take. She said there are 10,000 people in the County Building each day and a film crew just adds to it. Commissioner Berns suggested having one grant application under the belt. She said what Commissioner Williams was proposing would be a very good thing but it needs about six months of lead up work before the HPC thinks about submitting a grant application. Chairman Pell suggested an across the street shot. Commissioner Berns said Commissioner Williams' application mapped out having a film and lighting crew take over the second floor of the County Building for four days, which cannot feasibly happen. She said the building is leased from the courts. Commissioner Berns said there were some problems that were not anticipated had the grant been awarded. She said there are some extra steps that need to be accomplished if someone is filming inside the building. Commissioner Goza asked for Commissioner Williams' application. Chairman Pell said he thought Commissioner Williams' first grant idea was better than the survey idea but IDNR thought it was more of a tourism grant idea. Chairman Pell said Commissioner Williams wanted to film sites that the HPC had already landmarked or that were potential landmarking sites. He said it would be a visual survey in a way to get the film industry interested in Sangamon County. Chairman Pell outlined his thoughts on the IDNR grant reaction and how the grant could be an educational tool. He suggested talking to Commissioner Williams, but said some medical issues kept him from the meeting. Commissioner Schackmann said at the last meeting that Commissioner Williams attended it was said they would do two applications. He said he was interested in working on the survey application. Chairman Pell said it was important to be realistic and the HPC was realistic with Commissioner Williams when he was here that IDNR was not real keen on a video. He said anything that is done visually on that topic needs to be thoughtfully done.

Chairman Pell asked if Commissioner Goza and Commissioner Schackmann have what they need in order to get paperwork done for this proposal. He asked if they had thought about what time might be involved and whether the grant might be in the \$5,000 range where many grants

were funded. Chairman Pell, Commissioner Schackmann, and Commissioner Goza discussed the merits of doing a survey in Illiopolis, potentially using some research to which the HPC has access about the munitions plant.

Commissioner Raut asked what type of plant was in Illiopolis. In reply, there was discussion amongst Chairman Pell, Commissioner Berns, Commissioner Schackmann, and Staff member Keenan about the plant's history and how the Regional Planning received a research report on the munitions plant due to some redevelopment discussions in the area.

Chairman Pell then asked about what was on the screen. Staff member Prather said she was trying to see if any townships were more populated than others with historic sites on HAARGIS. She said IDNR suggested doing a survey of a township because there is 1980s information available for the HPC to use. Commissioner Berns said there has been a lot written about Illiopolis township and wondered what new information might be gathered.

Commissioner Goza asked what townships the HPC should think about, the top three. Commissioner Berns said Ball Township, which had some of the first settlers in Sangamon County, in addition to Cotton Hill Township. Chairman Pell mentioned previous work Commissioner Lathan had done in Island Grove Township. Commissioner Berns said the area north of Springfield by Riverside Park was supposed to be a major port and instead was replaced by Havana and Beardstown. Chairman Pell said there was a former sawmill in that area. Commissioner Schackmann suggested writing a report about a couple of townships every year for ten years. Chairman Pell said since there has been a lot written about Illiopolis does that mean a lot was written about the munitions plant already, to which Commissioner Berns said yes. Chairman Pell asked who may have the most knowledge of what has been written about the plant. Commissioner Berns suggested Curtis Mann with the Sangamon Valley Collection at the Lincoln Library. Chairman Pell suggested asking Mann what has been written and if a survey is done what to pinpoint. He said at an earlier meeting there were pictures with plant worker housing. Commissioner Berns pointed out the history of the poor work farm near Illiopolis, used in the Depression to help low income families feed themselves through work. Commissioner Berns said the point is there are a number of interesting historic sites in Sangamon County, no matter the township. Chairman Pell advised to ask Mann what resources are available on Illiopolis Township. Chairman Pell asked if someone would contact Curtis Mann, which Commissioner Schackmann and Commissioner Goza agreed to do. Chairman Pell asked whoever asks to report back to the Commission.

Commissioner Berns said the GATA process for a grant is massive and the County with the last grant had the County Administrator identify someone to go through the process. She said the staff time commitment for a \$5,000 to \$10,000 grant is not worth it. Chairman Pell said the bigger problem is IDNR is not passing out \$40,000 grants, to which Commissioner Berns said I know. Commissioner Berns suggested asking about this problem with the County Administrator. Chairman Pell said there is an inherent problem with this grant and Sangamon is not the only CLG saying that. He asked if there is a grant threshold for the County. Commissioner Berns said this depends on what the size of the grant is. She said a grant to pay a contractor for a township survey is small compared to doing a major film production that will have 150 people involved working with an in-kind match. Commissioner Berns also said it depends on the nature of the grant. She suggested saying the HPC wants to play catch-up here and do three townships at one time for a survey. Commissioner Schackmann said we should go big. Commissioner Berns said on one grant. She said another way is to get one grant under the belt and go forward based on it. Chairman Pell asked if the County has someone dedicated to the GATA process. Commissioner

Berns said the person who normally does this works in the human resources department and she does a few other grants for the County Administrator. Chairman Pell asked further about the process. Commissioner Berns explained the Regional Planning Commission's recent experience with some transportation grant funding. Chairman Pell said the HPC needs to do what it thinks is right and if the County says no then we will put the brakes on it. He said all CLGs go through this process. Commissioner Berns said someone should have a short meeting with the GATA person about the grant's organization and to inform the County Administrator that the grant is different from last year's grant. Commissioner Berns also informed the HPC that if there is an agreement with a consultant that a sub-grantee agreement would need to be reviewed by the State's Attorney's office.

Chairman Pell asked Commissioner Schackmann if he would contact Curtis Mann and ask him about Illiopolis Township. Commissioner Schackmann said he would ask him in all of Sangamon County what has been written and where is too much and not enough written. He said where can we go that might be beneficial. Chairman Pell said you know the spirit of the discussion.

Chairman Pell asked if we are left with just this one grant, do we fill the other slot with some version of a video, or do we pick out something else. Commissioner Goza said the second option would not be a video, that the deliverable was changed and then asked what was resolved. Staff member Prather said she thought it was still a video, but included powerpoints, spreadsheets, and other handouts. Commissioner Goza said it was going to be on a flash drive. Staff member Prather said the video could be put on the HPC website along with other attachments that explains this is the survey. Commissioner Berns said as she understood it that it would still have the same content but be in the form of a powerpoint presentation. She said it was an educational powerpoint instead of the cameras are rolling. Chairman Pell suggested after Commissioner Goza and Commissioner Schackmann talk for them to come to the March meeting with their recommendation that we can all get behind about what to do. Chairman Pell said he does not care what township it is. Commissioner Goza requested information be sent regarding Commissioner Williams' grant application last year. Staff member Prather said the link to the 2019 grant application on IDNR's website was sent to everyone by email.

**Approval of Annual Reports:** Chairman Pell highlighted the format and asked about the 2016-2019 annual reports that Commissioner Schackmann compiled. Commissioner Goza asked if the question about the farmhouse was answered, to which Commissioner Schackmann replied yes it is in the 2016 report. Commissioner Schackmann asked the Commissioners to edit the reports. He reiterated that the concerns and successes of the farmhouse search and the awards were added. Commissioner Schackmann said there really was not anything to add for 2019 and that he was concerned there were no successes to add. Chairman Pell and Commissioner Schackmann asked Commissioner Berns for feedback on the annual report. Commissioner Berns said the HPC could leave the links to documents in or reference them as exhibits. She said there are a whole bunch of ways to do this and I do not have a preference or recommendation one way or the other. Commissioner Berns highlighted McHenry County's 2016 annual report, saying it was a little too long but that McHenry County does an incredible amount of landmarking. She said this report is similar to what a report might be like that highlighted Springfield and Sangamon County's work. She said anything that is added is an attachment for a particular year. Commissioner Berns said she liked the format of this report but to add what the HPC learned from doing the annual reports. She said there are successes but to add the challenges and the plan for next year at the end of the report. Chairman Pell said this sounds good. Commissioner Berns said in 2019 the HPC did not do anything but learned from that that the HPC needs to re-focus

and re-tool differently. She said it could take the format of what are we doing for the following year. Commissioner Berns said the report could mention did the HPC achieve what it said it was going to achieve in the previous year and why or why not. Commissioner Goza suggested only adding that to the 2019 report because we are working backward, to which Commissioner Schackmann agreed. Commissioner Schackmann asked if some language should be added along those lines to any of the previous years, to which Commissioner Goza said no. She said the reports should be submitted for only the previous year because the other reports are being submitted in 2020 for previous years. After some discussion amongst the Commissioners, Commissioner Goza said it is important to show the HPC has a plan of action to move forward for 2020. She said the HPC is going to get one grant. Commissioner Berns said applying for grants will ensure there are internal mechanisms and capacity to successfully apply for future grants. Commissioner Goza said that by providing this format, it gives IDNR the opportunity to review the reports and say you should have done this and opens up the door for good feedback. She said she thinks there will not be any feedback from IDNR because she thinks if the HPC were going to get feedback, they would have asked for reports sooner. Chairman Pell asked if IDNR only asked for reports from 2016 on, to which Commissioner Schackmann said they asked for the past three years and 2019. Commissioner Berns suggested doing the reports individually. Commissioner Goza agreed do them individually because what happens when you are reviewing is you are going to see 2016-2018 but you are not going to process that. She said someone might forget about a 2017 report. Chairman Pell said that hopefully IDNR does not judge us by quantity of pages versus the quality of the report. Commissioner Goza said there is usually a checklist of the major parts and not length to tell the information. Chairman Pell asked if Commissioner Berns or staff would give the reports to the County Board. Commissioner Berns suggested sending the reports out with a Draft over the top of them and ask does this meet with the expectations of IDNR; and, will the format be acceptable if this is used in the future. She said the HPC wants to make sure it is doing the reports right, and if not, to receive suggestions for improvement. Commissioner Schackmann said this should be sent to the state, to which Commissioner Berns said yes. Chairman Pell asked when the County's fiscal year is. Commissioner Berns said December 1 through November 30 is the County's fiscal year. Commissioner Goza said it is important to keep in mind this is what you need to be reporting on then. Commissioner Schackmann said the County's fiscal year. After some discussion about fiscal year options, Staff member Prather said December 1 through November 30. She indicated when Amy Hathaway came she thought she indicated to go by the County's fiscal year. The consensus of the group was to use the County fiscal year. Chairman Pell asked should Commissioner Schackmann send the reports directly to his contact with the state. Commissioner Berns said she recommends Commissioner Schackmann send a draft. Commissioner Goza asked is this for approval, to which Commissioner Berns said no. Commissioner Berns said to write Draft at the top and send it to Jon Pressley and ask is this what you are talking about for the annual report. She said to say here is the report, please look at it and see if this is what the state would consider to be in compliance. Chairman Pell said this was a good discussion. Commissioner Schackmann asked if anyone has changes to please email them to him. Commissioner Lathan said on 2016 and 2017 that Commissioner Goza was listed as a member. She asked when Commissioner Goza started and if she took (Jerry Jacobson's) place. Staff member Prather said Jacobson's place is still vacant. Commissioner Lathan said Jacobson and Commissioner Goza are listed in 2016 and 2017. Commissioner Schackmann said for 2016 through 2018 he should change the report to the (County) fiscal year. Commissioner Berns said it is only a month off so it would not be that big of a deal. Commissioner Schackmann said change to the fiscal year for 2019 but to add what did you learn from this past year and what are your plans moving forward. He said he would send the draft to Jon Pressley. Commissioner Berns

suggested to see what his comments are. Chairman Pell suggested doing it in the next few days and see if there is a response by the next meeting (March 4).

**Public Comment:** None.

**Additional Comments:** Commissioner Goza asked how many Commissioners there are, to which Chairman Pell said there are nine Commissioners. Commissioner Raut said the UIS library has an oral history project with interviews of the World War II munitions workers at the Illiopolis plant. Commissioner Berns asked if that is part of the Sangamon experience the new thing that just opened, to which Commissioner Raut said I do not think so. Chairman Pell said they are part of the oral histories that were collected during the 1970s and early 1980s.

**Adjourn:** Chairman Pell entertained a motion to adjourn the meeting. Commissioner Goza made a motion to adjourn the February 19 meeting with Commissioner Raut seconding the motion. The voice vote to approve was unanimous and the meeting adjourned at 5:47 pm.

Respectively submitted,

Steve Keenan