

Historical Preservation Commission

Meeting Minutes, January 17, 2012

Attendance: Char Henn, Art Hamilton, Bill Flies, Kerby Rigelman, Clay Ruggles, Brad Stone

Meeting Called to order at 7:00 pm

Minutes of November meeting were approved.

Clay reported that the Township will have a large carryover in the budget from 2011 to 2012.

There were no DRAs to consider.

Bill Flies resigned as Chairman. After a long and generous tenure as an HPC member, 15 years, and as its Chairman, 9 years, Bill is turning over the reins to a new group. He will attend HPC meetings through April and help us transition to new leadership. He mentioned there are important outstanding issues for the HPC including:

1. the Town Hall historic district designation,
2. the new proposed Park Commission and what that would mean for the HPC,
3. potential new ordinances related to both the Town Hall and the Park Commission,
4. a new Residents' Resource Guide,
5. new opportunities like a new Town Hall History Center.

Bill then handed the keys to the Town Hall to Art Hamilton our current Vice Chairman. We are all very grateful to Bill for his distinguished service to our Township.

With one open seat, and two HPC member terms expiring, there will be 3 positions to fill in the new sequence of HPC terms. It would make sense to fill most or all of these with Friends of the Town Hall given the efforts to designate the Town Hall an Historic District which would merge the Friends with the HPC.

The Christ Church renovation project is prepared to move forward with the siding and windows phases of its project this summer.

The initial draft of the Park Commission ordinance was discussed. It was suggested that the draft eliminated some important points that should be considered.

1. The commission should establish and manage park use hours
2. A policy regarding alcohol and drug use in the parks should be developed
3. All work in the parks should require a permit and supervision
4. Responsibility for managing invasive species should be stated in ordinances
5. Permit requests for using parks within a designated historic district must be presented

to the HPC prior to town board approval just like any other historic district activity.

6. The commission should follow the public meeting rules by law.

Brad and Art will discuss these issues with the Park Commission advisory committee.

We reviewed the 2011 park expenses and determined the cost for park supervisor was excessive for 2011. It is recommended that extraneous expense not be allowed in the future and that the park supervisor should quote a weekly rate for the May through October period and that should be the only expenses.

There was discussion about the requirement that 60 days notice be given for a public hearing for issues like designating the Town Hall as an Historic District, the forming of the Park Commission, and the changing of Commission Ordinances. It is the Town Board's responsibility to determine if and when these hearings are to occur and to post these notices.

The Buckthorn removal project working with the Sentence to Serve organization has been very successful to date. Both Clay Ruggles and Bill Flies have made extraordinary efforts in coordinating these efforts and working alongside the STS folks. The HPC would like to recognize their service and express our gratitude for their community service. On behalf of our Township, thank you Clay and Bill!

In terms of outstanding permits, Bill reported that his Schaller Home project is proceeding on schedule on going well, and the Villa Angela project also appears to be going well.

We discussed the 2013 HPC budget. We plan to ask for:

\$300 to rewrite the Residents' Resource Guide given the outcomes on the Town Hall and the Park Commission potential developments

\$5,000 for improving our street signs

\$4,800 for Park maintenance and improvements

Additional amount tbd after visiting with the Friends of the Town Hall to offset new expenses related to the Friends merging with the HPC

Our total budget request will likely be in the \$10,000 to \$11,000 range

During our transition period to new leadership we will have administrative issues to consider, like Website management, and updating the commission's calendar.

The meeting adjourned at 8:25 p.m.