

March 4, 2021

The HISTORIC PRESERVATION COMMISSION met in the City Hall West Conference Room at 1134 "F" Street and via Zoom Meeting (video conferencing) Service (app). Chair Bly called the meeting to order at 10:01 a.m.

Historic Preservation meetings are recorded live. To view the full video, go to <https://livestream.com/lewiston> and select City Events/Miscellaneous Events.

I. CALL TO ORDER

COMMISSIONERS PRESENT: Michelle Bly, Chair (in person); Ged Randall (ZOOM); Vikky Ross (in person); Dennis Ohrtman (ZOOM); Leah Boots (in person); Ed King (in person); Linnea Noreen (in person)

COMMISSIONERS EXCUSED: Greg Follett, Vice Chair; Brett Gile

STAFF MEMBERS PRESENT: Joel Plaskon, Planner - Local Initiatives (ZOOM); Aaron Butler, IT (ZOOM); Kayla Hermann, Assistant City Attorney (in person)

CITY COUNCIL LIAISON PRESENT: Mayor Pro Tem Kathy Schroeder (ZOOM)

GUESTS: Carolyn Honeycutt, Beautiful Downtown Lewiston Director (ZOOM)

- II. Chair Bly cured an Open Meeting Law violation that had occurred when a Commissioner had replied all to an email sent by Staff regarding the Historic Preservation Commission Priorities Plan and a request for suggestions for the Clearwater Memorial Bridge mitigation.

III. CITIZEN COMMENTS

None.

IV. APPROVAL OF FEBRUARY 11, 2021 REGULAR MEETING MINUTES

Commissioner's Ross and Boots moved and seconded, respectively, approval of the February 11, 2021 minutes. The motion carried 5-0, with Commissioner's King and Noreen abstaining.

V. NEW BUSINESS

1. **INTRODUCTION OF NEW COMMISSIONERS:**

Commissioner's and Staff each introduced themselves to the group.

2. **TRAINING & DISCUSSION REGARDING THE IDAHO OPEN MEETINGS LAW, IDAHO PUBLIC RECORDS ACT AND RECORDS RETENTION, QUASI-JUDICIAL MATTERS, ETHICS AND OTHER PROVISIONS:**

Kayla Hermann with the City Attorney's office presented a training covering Idaho open meetings law and various City and State codes that apply to Historic Preservation Commissions.

City Council Liaison Mayor Pro Tem excused herself for another meeting at 10:55 a.m.

3. **ORCHID AWARDS:**

Chair Bly reviewed what the Orchid Awards are for the new Commissioner's and talked about the Commission's decision to move from holding the awards annually in September to biennially in May to coincide with the Idaho Archaeology & Historic Preservation Month. Chair Bly asked for discussion about whether the Commission wanted to move forward with trying to hold the awards in May 2021. Commissioner Ross suggested that the awards be postponed till May 2022 and that the Orchid Awards be put on the agenda for April with the list of categories. Commissioner Randall suggested that the Commission use the next HPC newsletter to promote the awards and solicit nominations. Commissioner Randall also asked about the possibility of putting out a press release regarding the moving of the awards to May 2022 and whether other advertising could also be done.

VI. **OLD BUSINESS**

1. **PRIORITIES PLAN:** Chair Bly reviewed for the Commission how the Priorities Plan came about and the purpose of it. Chair Bly asked the Commission if there were any updates that the Commission wanted to make to the plan. Commission discussed. Staff Plaskon asked for confirmation that the Commission did not want to add or delete any items from the plan, the Commission confirmed. Commissioner Randall wanted to know why the Hurlburt building was not on the Commission's radar and what was going on with that building. Commissioner King asked the same question about the Anne Bolinger building. Commissioner Ohrtman clarified for the Commission that the HPC is not in the preservation business and that there are separate groups that are championing the causes of both of those buildings. Commissioner Ross shared that the HPC is able to provide resources and connect

other groups to resources but that the HPC is not going to be leading fundraising or other efforts. Commissioner Randall brought up that the Anne Bolinger group has come in front of City Council with presentations regarding the preservation and renovation of the building. Commission discussed. Chair Bly stated that the Priorities Plan will remain on the agenda to keep it in the fore front of the Commission's mind.

2. **SCOPE OF WORK FOR HISTORIC PRESERVATION PLAN - WATER TREATMENT PLANT MITIGATION:** Chair Bly reviewed the project and why mitigation was being required. A consultant has presented a scope of work that Chair Bly reviewed and Alannah Bailey from Public Works is working with the consultant on tightening up that scope of work. The hope is that the Preservation Plan will be able to be incorporated with the HPC priorities plan.

3. **CLEARWATER MEMORIAL BRIDGE MITIGATION:** Chair Bly told the Commission that she and staff Hollingshead attended a meeting with ITD and that the HPC priorities plan would be forwarded to ITD and SHPO as suggestions to the mitigation measures that ITD and SHPO are working on for the Clearwater Memorial Bridge project.

4. **NORMAL HILL CEMETERY ASSIGNMENT OF TASKS:** Chair Bly asked the Commission for a reminder of where the Commission was at on this item. Commissioner Ross stated that Time Barker from Parks and Rec was going to talk to Jacqui Gilbert the City Grant Writer and then get back to the Commission.

VII. **COMMISSIONER COMMENTS:** Commissioner Randall asked if it would be appropriate for the Commission to try and contact the Hurlburt Mansion renovation group and find out what they have been working on. Commissioner Randall will reach out to Staff Hollingshead about contacting the group. Commissioner King asked about inviting the other groups like the Anne Bolinger group to a future meeting to get some information about their progress and how HPC could help. Commissioner Ross also suggested inviting the State Historic Preservation Office to attend also.

VIII. **STAFF-COMMISSION COMMUNICATIONS:** Staff Plaskon queried the Commission for who would be able to attend the April 1, 2021 meeting. All Commissioner's present stated that they would be able to attend. Staff Plaskon reminded the Commission that he had emailed out a potential code re-write regarding Certificates of Appropriateness for above ground utility structures. Staff is concerned that the HPC will have to review and issue Certificates of Appropriateness for all above ground utility structures (telephone

poles, street lights, traffic lights, power boxes, etc) and the work load that could possibly create. Commission discussed holding everyone to the same standard and what other Idaho Cities may be doing in these instances. The Commission requested that this item be put on the April agenda as an action item.

IX. ADJOURN

There being no further business, Commissioner's Ross and Boots moved and seconded, respectively, to adjourn. The motion carried 7-0 and the Historic Preservation Commission adjourned at approximately 11:59 a.m.

RESPECTFULLY SUBMITTED,



Katie Hollingshead
Recording Secretary



Chairperson or Acting Chairperson
Historic Preservation Commission

Approved this 1st day of April, 2021.