

**Kankakee County Historic Preservation Commission Meeting**  
**Summary of Minutes**  
**June 4, 2018**

**Members Present:** Mardene Hinton (chairman), John Adams, Shari Ebert, Jane Johnson, Ron Shank and Patricia Wagner

**Also Present:**  
Michelle Sadler

**Members Absent:**  
Michael Donahue, Terry Johnston and Steve DePasquale

**Quorum met.**

Ms. Hinton called the meeting to order at 3:00 p.m. in the second floor conference room of the Kankakee County Building.

**Public Comments:**

None.

**Minutes:**

Minutes were approved for May 7, 2018. Motion to approve the minutes was made by Ms. Wagner and seconded by Mr. Shank.

**Staff Report:**

Ms. Sadler continues work on the Landmark plaque orders and the website.

**CLG Grant:**

- Intergovernmental agreement with the village of Herscher is pending.
- The survey field work has been completed and we are waiting for a first draft of the completed survey.
- Ms. Sadler has not yet heard word about the grant for the CAMP training for commissioners.

**Committee Reports:**

- Architectural Review: Ms. Hinton presented a document of Instructions to give to applicants before they complete our Landmark pre-qualification form. The committee has observed certain patterns in these applications and these instructions will help streamline this process. Pre-qualification work is ongoing with the Rosenbooms in Pilot Hill, the Wadleigh Farmstead and the Rodney Schwark farm. Ms. Johnson will continue to follow up with Langlois' Foerster House.
- Education/Program: The Cemetery committee completed a list of county cemeteries and management practices and will host a seminar by Dawn Cobb from SHPO. This seminar is

scheduled for July 12 at 5 pm at the Kankakee Public Library and will be geared toward cemetery board members and maintenance staff. Ms. Ebert continues to research the Beebe family cemetery and Mt. Langham. The Power Point Committee presented their 20-minute program entitled "What is Historic Preservation" directly following the business portions of the meeting.

**Old Business:**

- Preserve America Program – in the works.
- Momence Heritage Day will be June 9 and Ms. Johnson and Ms. Hinton will represent the commission in Heritage Hall that day. Ms. Sadler provided signage, posters and other documentation to be distributed at that event.

**New Business:**

- Commissioners were asked to take a new look at our by-laws before the next meeting, and to review the KCHPC brochures to update, redesign and print.
- After some discussion Mr. Adams moved that we change our meeting time back to 4:00 p.m., motion seconded by Ms. Wagner. Motion carried.

**Announcements:**

**Next Meeting:**

Monday, July 9, 2018 at 4 p.m.

**Adjournment:**

Ms. Wagner made a motion to adjourn at 4:20 p.m. Mr. Shank seconded the motion. Motion carried.

Respectfully submitted,  
Jane Johnson, Secretary