

Kankakee County Historic Preservation Commission Meeting
Summary of Minutes
September 10, 2018

Members Present: Patricia Wagner (Chairman), John Adams, Mardene Hinton, Jane Johnson, Terry Johnston, and Ron Shank.

Also Present:

Michelle Sadler, Delbert Skimerhorn

Members Absent:

Michael Donahue, Shari Ebert, Steve DePasquale

Quorum met.

Ms. Wagner called the meeting to order at 4:00 p.m. in the second floor conference room of the Kankakee County Building.

Public Comments:

None.

Minutes:

Minutes were approved for August 6, 2018. Motion to approve the minutes was made by Mr. Johnston and seconded by Ms. Hinton.

Staff Report:

Ms. Sadler continues work on the website and is sending on a report to proceed with the landmark process for the Foerster House.

Committee Reassignment:

There was some discussion on the sub-committee reassignments. The architectural review will be Ms. Hinton (Chair), Mr. Johnston, and Mr. Shank and which will also have Lynn O'Brien Alden helping as a volunteer. The education sub-committee will consist of Mr. DePasquale (Chair), Ms. Johnson, and Mr. Adams. Mr. DePasquale will not be able to attend a few upcoming meetings and Ms. Wagner asked Ms. Johnson to take responsibility until Ms. DePasquale is able to attend. Ms. Johnson and Mr. Adams were asked to keep Mr. DePasquale up to date with any activity.

CLG Grant:

- Pilot Township Survey is scheduled to be complete by the end of September.
- CAMP Training for commissioners (Ms. Johnson, Ms. Ebert and Mr. DePasquale) is in the planning stages for May 2019.

- New Survey: After much discussion it was decided to survey Momence Township for the next CLG grant project. Ms. Hinton will contact Ken Itle for his input regarding possibly survey Momence and Ganeer Townships together.
- Brochures need to be approved and printed. The printing will be a limited number as they will be updated from time to time. Ms. Johnson agreed to obtain bids for pricing for our new brochure.

Committee Reports:

- Architectural Review: pre-qualification work is ongoing with the Rosenbooms in Pilot Hill and the Rodney Schwark farm. The Wadleigh Farmstead is working on the Landmark Nomination form. A new pre-qualification form came in for the John Bennett House located at 8175 Route 17 in Grant Park. The submitter was not the land owner and we would need the approval of the land owner before the Commission can proceed with this request.
- Education/Program: The cemetery committee had to cancel the September 8 Workshop and it has been rescheduled for September 29 at Pilot Center Cemetery. Ms. Wagner and Ms. Hinton will attend a meeting September 24 at 5:30 to present the Landmark Plaque to the Perry Farm Park.

Old Business:

- Preserve America Program – in the works. We are waiting to hear from them.
- Mr. Skimerhorn joined the ongoing discussion about our by-laws and the preservation ordinance. He gave us each a copy of the Rules of Procedure for the Kankakee Zoning Board of Appeals to look at for legal structure and use of additional committees. He also talked about charging fees to cover the cost of the public hearings associated with Landmark nominations. The Planning Dept has been absorbing these expenses from their budget but this is no longer feasible. Ms. Hinton will check to see what Will County does to fund their hearings. He also suggested that the commissioners begin attending other meetings of county government such as PZA, ZBA and County Board meetings to have a better idea of how all these entities work together.
- Ms. Sadler will be working on writing rules of procedure for the Commission. It will not need to be added into the ordinance. It will still have to go to State's Attorney Office for review.
- Sub-Committee meetings need to have an agenda and it needs to be posted 48 hours in advance of the meeting. Meetings must be held in a public place accessible to the public.
- Village of Herscher – Community Meeting planned for October 17 at the Anderson House. The Education Committee to work on marketing and publicity.

New Business:

- Ms. Hinton and Ms. Wagner met with Ms. Sadler and Mr. Skimerhorn to discuss concerns of the commission. The Power Point of What is Historic Preservation will be presented to the PZA Committee on September 19, 2018 at 9 am by Ms. Hinton and Ms. Wagner.
- Public meeting training will be coming in the future.
- Ms. Hinton expressed her objection to using the Community Foundation grant to pay for the expenses associated with a public hearing. Ms. Hinton also recommended that Ms. Sadler take the minutes of the public hearing.
- The Historic Preservation website page still needs to be updated.
- Momence has signed the Intergovernmental Agreement. Waiting on the Mayor to get a sign Ordinance to Ms. Sadler before it can proceed to PZA and County Board.

Announcements:

None.

Next Meeting:

Monday, October 1, 2018 at 4 p.m.

Adjournment:

Ms. Hinton made a motion to adjourn at 5:42 p.m. Mr. Adams seconded the motion. Motion carried.

Respectfully submitted,
Jane Johnson, Secretary