

Kankakee County Historic Preservation Commission Meeting
Summary of Minutes
August 4, 2008

Members Present:

Mardene Hinton	Elisabeth Dunbar	John Adams
Daron Kinzinger	Patricia Wagner	Andrew Purcell

Members Absent:

Terry Johnston	Dr. Jim Paul	Ashley Lucas
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Quorum Present.

In Attendance:

Mike Martin	Jeff Jarvis
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The meeting was called to order at 3:30 p.m. by Ms. Dunbar.

No public comment.

Approval of Minutes:

None

Work Program:

- A. The Historic Preservation Ordinance was approved at the Planning, Zoning and Agriculture Committee on March 26, 2008. The Ordinance is still being reviewed by the State's Attorney's Office, possibly going to County Board on August 12, 2008. The ordinance has to be approved before a budget can be put in place for Historic Preservation. Next meeting discuss expenditures for Historic Preservation budget.

- B. CLG status - CLG Items#8 (resumes) confirmed some minor changes and will update the digital copy. CLG Item#9 was discussed on what the procedure should be for when looking at a property. Should there be a short application and then a full application; should it be a 3 step process, submit criteria from pre-qualification, nomination form and then inventory form to be handled internally. There was some discussion on the process Ms. Dunbar will work on this and send a draft and it will be discuss farther at the next meeting. Mr. Purcell handed out Item 11 there were some minor changes, he will make them and forward the updated document to be added to the final document.

Mr. Purcell suggest thatn a letter be sent to Townships and Historic Preservation Societies letting them know we are in the process of establishing our Historic Preservation and obtaining CLG Status. If they know of any sites in danger to notify us to see if something can be done.

Also would like to have a press release and invite media once the Ordinance is approved to help get the word out that the Commission exists and what we are trying to do.

Send PZA agendas to Historic Preservation members.

- C. Ms. Dunbar is working on the County Survey from 1977, trying to put it into one document. Ms. Dunbar showed the layout of the document. Adding in the information received from other Historic Preservation Societies and Townships. Once the document is done she will forward a copy to everyone. Would like to separate by Townships and have commission members verify sites.

Old Business:

- A. The information received from Essex and Herscher was added into the survey. Bradley should be responding soon. List to be sent to Commission Members to do a follow up call pertaining to the letters sent out.
- B. Ms. Dunbar informed the Commission that she made a decision not to send in the nomination this year for the HP Award for Lifetime Achievement. Ms. Dunbar talked to Ms. O'Connor from the State and she suggested maybe waiting a year. It was discussed that maybe the County could do some kind of an award program.
- C. Joint meeting with the City of Kankakee Historic Preservation Commission was postponed until next meeting. Mr. Johnston is working on setting up the meeting.

New Business:

- There was discussion on when we should enter into intergovernmental agreements with communities that do not have historic preservation commissions. The Ordinance and CLG Status would need to be approved.
- There is a CLG Workshop in Chicago on September 18, 2008. Information was sent to each Commission Member by e-mail. Ms. Dunbar is planning on attending the workshop.

Next Meeting:

The next meeting will be September 2, 2008 at 3:30 p.m.

Adjournment:

Meeting adjourned at 4:45 p.m.

Prepared by:

Michelle Sadler, Office Manager
Kankakee County Planning Dept.

Approved 10/6/08