



MCHENRY COUNTY
HISTORIC PRESERVATION
MINUTES • JANUARY 6, 2016

Public Meeting

County Board Conference Room

6:30 PM

667 Ware Rd, Administration Building, Woodstock, IL 60098

I. CALL TO ORDER/ROLL CALL

Commissioners Present: Gloria Mack, Laurie Selpien, Jim McConnell, David Gervais, Susan Stelford, Steve Greeley and Gail Brown (MCCD Liaison)

Commissioners Absent: Lynn Gray and Eric Hunt

Staff Present: Sean Foley

II. APPROVAL OF DRAFT MINUTES

1. Historic Preservation - Public Meeting - Nov 4, 2015 6:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Dave Gervais
SECONDER:	James McConnell
AYES:	McConnell, Greeley, Gervais, Mack, Selpien, Stelford
ABSENT:	Hunt, Gray

2. Historic Preservation - Public Meeting - Dec 2, 2015 6:30 PM

Two corrections were noted.

RESULT:	ACCEPTED AS AMENDED [UNANIMOUS]
MOVER:	Dave Gervais
SECONDER:	James McConnell
AYES:	McConnell, Greeley, Gervais, Mack, Selpien, Stelford
ABSENT:	Hunt, Gray

III. INTRODUCTION OF GUESTS

IV. PUBLIC COMMENT

V. NEW BUSINESS / ACTION ITEMS

A. Annual Commission Elections (Note: The Chairperson must also be approved by the County Board)

Motion by Ms. Mack, seconded by Mr. Gervais to nominate Mr. McConnell as Chairperson of the Commission.

Motion by Ms. Mack, seconded by Mr. Gervais to nominate Ms. Gray for Vice Chairman.

Motion by Ms. Mack, seconded by Mr. Gervais to nominate Ms. Stelford for Secretary.

All voting members voted aye on the nominations. All motions passed.

B. Annual Reports

i. Turn-in of committee reports today for November, December and the year (or before the end of the month)

Mr. Foley stated Ms. Mack's committee reports were received earlier and will be entered into the minutes.

It was noted that Ms. Stelford had e-mailed her report to Mr. Foley and Ms. Martin.

ii. Annual Report is due to IHPA by the end of the month

Mr. McConnell stated he will work with Mr. Foley on completing the annual report.

iii. Schedule Annual Report to the County Board

Mr. Foley mentioned he placed it on the agenda so the Commission knows it will be coming up.

Mr. McConnell said he would prefer to present at the evening County Board meeting.

C. Possible expenditure for National Trust for Historic Preservation dues

The Commission decided to table this until next month when they know what the costs will be.

D. Possible expenditure for Landmarks Illinois dues

The Commission decided to table this until next month.

E. William Coventry House landmark application review (for acceptance)

Mr. Foley received the Intergovernmental Agreement that the County Board approved December 15th. A copy was sent by certified mail to the City of Harvard. The application can now move forward.

Ms. Brown stated because the County Board approved the Intergovernmental Agreement in December, the Commission has 30 days for the Survey Committee to come up with their initial report. The report needs to be completed by the next meeting so a decision can be made on whether to proceed with a public hearing. Ms. Brown reminded the Commission that the taxes have been sold, and the buyer would need to be notified.

Mr. McConnell explained it would be easy to identify the lien holder. Mr. Foley added that the County Board will expect all of the facts to be clear, and be certain all interested parties are notified.

It was noted the report is due 30 days from December 15 which is a week from today, and it will be put on the agenda as an action item for approval at the next meeting.

Mr. McConnell noted he would like the Commissioner's reports at least a week before the meeting so the Commissioners have a chance to review them before the meeting.

F. Harmony Heritage Grove sign, and possible expenditure related thereto (for the sign itself and also provision for the installation of the sign).

Because MCDOT cannot produce the sign, they recommended the vendor, TAPCO. Mr. Foley stated a photograph of the mock sign was e-mailed to TAPCO.

There are 3 different reflectivity versions and prices, plus a \$45.00 one-time art charge.

The Commission asked Mr. Foley to get the mock sign from the storage room. Ms. Stelford said it should be a simple matter to reproduce the design. Mr. Foley explained TAPCO could do so.



The Commission discussed the location of the sign. Ms. Brown favored putting the sign at the edge of the property along Harmony Road. They also discussed who would be installing the sign. Mr. McConnell volunteered to install the sign himself rather than hiring a sign company to do so.

There was further discussion on the heritage grove sign format. It was decided to have the name of the grove underneath. For example, it would be "Heritage Grove #1" at the bottom of the sign.

Mr. Foley noted that the plaque for Harmony School had been received. The Commission reviewed it, and Ms. Mack volunteered to contact the owner about getting it installed and dedicated. In addition to receiving the bronze plaque, two metallic photographs came in for the wall display. Ms. Brown will frame them and bring them back for hanging. Finally, the book about Barber Cemetery also has arrived.

VI. OLD BUSINESS / ACTION ITEMS

A. Scots Cemetery in Marengo (discussion).

No report.

B. Southwest cemeteries book – results of request for permission to print a copy (Foley), and possible expenditure related thereto.

Mr. Foley reported he has not received a response back from Ann Wells. She had to speak to the Board of the McHenry County Illinois Genealogical Society.

VII. CHAIRPERSON'S REPORT

VIII. COMMITTEE REPORTS

A. Survey and Landmark

No report.

B. Communication & Public Relations

No report.

C. Municipal Liaisons

Ms. Mack reported that the Joint Council meeting is tentatively scheduled to be held at the McHenry County archives. She is not sure of the availability of meeting space, but if there is not enough space, the meeting can be held at Valley Hi.

D. Special Programs

Ms. Selpien stated she is working with the Lake In The Hills Park District on children coming out to the Victory Garden. The Park District has been hearing from parents who want their children to be outside more and be more active.

E. Budget

Mr. Foley distributed copies of the current budget, which is at \$2500. A nearly \$500 charge for printing is pending.

F. MCCD Liaison Report

No report.

G. Staff Report

Mr. Foley reported he also sent an e-mail to Representative Tryon stating if the Commission did not receive the rural survey grant money by the end of December, the State would have to return it back to the National Park Service.

Representative Tryon wrote back stating they were working with the Historic Preservation Agency trying to put money in a special State account so they would not have to return it to the National Park Service. Mr. Foley also received a call last week from Senator Althoff, and she was going to meet with Mr. Tryon to discuss the situation and get some assurance from the Governor's office in writing that the Commission is eventually going to receive the money.

IX. ANNOUNCEMENTS

None.

X. ADJOURNMENT

Motion by Mr. McConnell, seconded by Ms. Stelford to adjourn. All voting members present voted aye, motion passed.

The meeting adjourned at 8:45 p.m.



MCHENRY COUNTY
HISTORIC PRESERVATION
MINUTES • FEBRUARY 3, 2016

Public Meeting

Conference Room A

6:30 PM

667 Ware Rd., Woodstock, IL 60098

I. CALL TO ORDER/ROLL CALL

Mr. McConnell called the meeting to order at 6:30 p.m.

PRESENT: McConnell, Greeley, Gervais, Mack, Selpien, Stelford, Brown

ABSENT: Gray

It was noted a quorum was present.

II. APPROVAL OF DRAFT MINUTES

1. Move to approve the Minutes of the Commission's January 6, 2016 meeting

Motion by Commissioner Gervais, Seconded by Commissioner Greeley to accept the minutes of January 6, 2016.

2. Historic Preservation - Public Meeting - Jan 6, 2016 6:30 PM

RESULT: ACCEPTED BY VOICE

III. INTRODUCTION OF GUESTS

No guests were present.

IV. PUBLIC COMMENT

No public comment was presented

V. OLD BUSINESS / ACTION ITEMS

A. Coventry House

i. Move to approve acceptance of Survey Committee recommendation

Motion by Commissioner Mack, seconded by Ms. Selpien to accept the Survey Committees' recommendation to support the application to nominate the William H. Coventry House for land mark designation.

All members voted aye on a voice vote. Motion passed.

ii. Move to schedule a Hearing on Grace Moline's Application before the McHenry County Historic Preservation Commission, for March 2, 2016 at 7:00 p.m. in Conference Room A, McHenry County Administration Building, 667 Ware Road, Woodstock, IL with notice, Including a copy of the application by certified mail, return receipt requested:

Chairman McConnell stated now that the Commission has accepted the Survey Committee's recommendation, we are required to have a hearing. The Ordinance requires us to have a hearing within a specified period of time after the nomination.

Motion by Mr. Greeley, seconded by Ms. Selpien to set a hearing date at the Commission's regular meeting date of March 2, 2016 at 7:00 p.m. on the application of Grace Moline to landmark the Coventry House.

Ms. Brown stated, if Coventry House ends up getting landmarked, there is still the question of who is going to maintain it.

Mr. McConnell noted one of the reasons the hearing is being held, is to give the owners, who have not yet been notified of the landmark application, an opportunity to object. The nomination was not brought on by the owner of the property. If they do not object, the burden is on them to keep the property in good condition.

All members present voted aye on a voice vote. Motion passed.

B. IHPA Annual Report

i. Motion to approve the Commission's Annual Report submitted to the Illinois Historic Preservation Agency:

Motion by Commissioner Gervais, seconded by Commissioner Mack to approve the Commission's annual report as submitted to the IHPA.

All members present voted aye on a voice vote. Motion passed.

C. County Board Annual Report

i. Motion to approve the Commission's Annual Report for submission to the McHenry County Board:

The Commission reviewed Mr. McConnell's presentation that he will be presenting to the County Board.

Motion by Mr. Gervais, seconded by Ms. Mack to approve the annual report for submission to the County Board.

D. Harmony Heritage Grove Sign

i. Motion to approve expenditure not to exceed an agreed dollar amount for production of a sign to mark the location of the Harmony Heritage Grove:

Motion by Ms. Mack, seconded by Mr. Gervais to approve an expenditure, not to exceed \$105.00, for production of a sign to mark the location of the Harmony Heritage Grove Number 1.

All members present voted aye on a roll call vote. Motion passed.

E. National Trust for Historic Preservation Dues

i. Motion to approve expenditure not to exceed an agreed dollar amount for payment of dues to the National Trust for Historic Preservation

Motion by Mr. Gervais, seconded by Ms. Selpien to approve an expenditure, not to exceed \$30.00, for payment of dues to the National Trust for Historic Preservation.

All members present voted aye on a roll call vote. Motion passed.

F. Landmarks Illinois Dues

i. Motion to approve expenditure not to exceed an agreed dollar amount for payment of dues to Landmarks Illinois:

Motion by Mr. Greeley, seconded by Mr. Gervais to approve expenditure, not to exceed \$50.00, for payment of dues to Landmarks Illinois.

All members voted aye on a roll call vote. Motion passed.

G. Marengo Scots Cemetery

i. Motion to delegate Commissioner Mack of the Municipal Relations and Programs Subcommittee, to contact Marengo Township Supervisor Steven L. Weskerna to determine the intentions of Marengo Township respecting maintenance of the Scots Cemetery, and to report back to the Commission at its March 2016 meeting:

Motion by Ms. Selpien, seconded by Mr. Gervais to have Ms. Mack contact Marengo Township Supervisor, Steven Weskerna to determine the intentions with respect to the maintenance of the Scots Cemetery, and to report back to the Commission at its March 2016 meeting.

Ms. Mack consented to the delegation.

Ms. Mack stated it would be beneficial if someone from the cemetery board went with her to meet with Mr. Weskerna. Mr. McConnell mentioned Ms. Mack should report back to the Commission, not only their intentions of the cemetery, but of the access road as well.

All members voted aye on a voice vote, motion carried.

H. Southwest Cemeteries Book

i. Motion to delegate Commissioner Gervais, of the Municipal Liaisons Committee, to contact the publisher of the Southwest Cemeteries book, to determine whether the Commission can obtain permission to make a copy of the book, and what the charge, if any, for such a copy may be, and to report back to the Commission at its March 2016 meeting:

Motion by Ms. Selpien, seconded by Ms. Mack to delegate Mr. Gervais to contact the publisher of the Southwest Cemeteries book to determine whether the Commission can obtain permission to make a copy of the book, and what the charge, if any, for such a copy may be, and to report back to the Commission at its March 2016 meeting.

Mr. Gervais consented to the delegation.

All members present voted aye, motion passed.

VI. NEW BUSINESS

A. Change in Commission Meeting Time**i. Motion to change the Commission's regular meeting time from 6:30 p.m. on the first Wednesday of each calendar month, to 7:00 p.m. on the first Wednesday of each calendar month**

Mr. McConnell stated he added this to the agenda because he wanted to be consistent with other various County meetings, and to make it easier for the Commissioners to get to the meeting on time.

During discussion, Ms. Mack noted that the earlier starting time made attendance more convenient for Commissioners with young children.

After discussion, the motion was withdrawn by Mr. McConnell.

B. Posting Notice of Vacancy and Seeking Applications**i. Motion to post on the Commission's Website, the commissioner vacancies and to solicit applications for a term ending 2020:**

Motion by Mr. Gervais, seconded by Ms. Selpien to accept the resignation of Mr. Hunt, and post on the HPC web site, and advertise to solicit applications for one term ending November 30, 2020 and a term ending November 30, 2018.

Mr. Foley stated when there is an opening he informs the Administration Office who then publishes a notice in the newspaper. It is then posted on the County's website.

Mr. McConnell would like to leave the deadline off of the application.

All members present voted aye, motion passed.

During discussion, Commissioner Gervais expressed his wish to retire from his long and valued service on the Commission, but agreed to continue serving and facilitating the work of the Commission until such time as the two pending vacancies are filled.

VII. STAFF REPORT**A. Budget**

Mr. McConnell stated this year's budget is the same as last year's budget.

If the Commission wants to move money, it should be done by the end of summer so it does not become an last minute issue at the end of the year.

VIII. COMMITTEE REPORTS**A. Communications & Public Relations (Stelford, Greeley)****i. Awards Programs - Stelford****ii. Calendar - Stelford****iii. Education Outreach**

iv. Website - Greeley

Mr. Greeley mentioned the website should be updated to reflect the list of the Commissioners and the officers.

B. Municipal Liaisons Committee - Gervais, Mack**i. Joint Council - Gervais**

Ms. Mack reminded the Commissioners that the Joint Council meeting will be held on March 23, at 7:00 p.m., and it will include a tour of the McHenry County archives in Hartland, followed by a business meeting at the Hartland Township Hall.

ii. Municipal Relations and Programs - Mack**C. Special Programs -Mack, Brown, Gray, Selpien****i. Heritage Groves - Brown, Gray****ii. Scenic Roads - Mack****iii. Victory Gardens - Selpien****D. Survey and Landmark - Gray, Brown****i. Endangered Sites and Audit - Brown****ii. Landmark Nominations - Gray****E. MCCD Liaison - Brown**

Ms. Brown asked the Commissioners to e-mail her for details about the volunteer work days in the coming weeks.

The Festival of the Sugar Maples will be held in the Coral Woods conservation area the weekends of March 5, 6 and March 12 and 13, 2016. She added that details are available on the Coral Woods web page.

IX. CHAIRMAN'S REPORT

Mr. McConnell said he did not want to change the committee structure.

After discussion of the Commission's committee structure and membership, the Commissioners agreed to maintain the committee structure as is, with assignment of additional members pending the naming of Commissioners to fill the vacancies to be posted and advertised.

Ms. Stelford suggested deletion of the "Awards Programs and Calendar" Subcommittee and replace them with "Publications" subcommittee.

Mr. Foley suggested "Municipal Liaisons" might be more aptly named "Local Government Liaisons" because they work also with townships and highway districts.

X. ANNOUNCEMENTS

Ms. Stelford passed out draft copies of the Friends of the old court house brochure. She will present the final one at a later date.

XI. ADJOURNMENT

Motion by Ms. Mack, seconded by Mr. Greeley to adjourn. All members voted aye. Motion passed.

The meeting adjourned at 7:35 p.m.



MCHENRY COUNTY

HISTORIC PRESERVATION

MINUTES • MARCH 2, 2016

Public Meeting

Conference Room B

6:30 PM

667 Ware Rd., Woodstock, IL 60098

I. CALL TO ORDER/ROLL CALL

Mr. McConnell called the meeting to order at 6:33 p.m.

Commissioners Present: Susan Stelford, Gloria Mack, James McConnell, Steve Greeley, Lynn Gray, Gail Brown (MCCD Liaison) and David Gervais

Commissioners Absent: Laurie Selpien

It was noted a quorum was present.

II. APPROVAL OF DRAFT MINUTES

1. *Move to approve the minutes of the Commission's February 3, 2016 meeting.*

Motion by Mr. Gervais, seconded by Mr. Greeley to approve the minutes of the February 3, 2016 Meeting.

Ms. Gray abstained.

All members present voted aye, motion passed

2. Historic Preservation - Public Meeting - Feb 3, 2016 6:30 PM

RESULT:	ACCEPTED BY VOICE
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III. INTRODUCTION OF GUESTS

Ms. Paula Rieghns, an applicant for the vacancy for the HPC, was present. She said she is an attorney living in McHenry County. She saw the vacancy and was very interested in serving on the Commission.

Ms. Brown asked Ms. Rieghns about her availability, and if she would be able to make the meetings once a month, plus the Joint Council meetings.

Ms. Rieghns stated the only thing that would prohibit her may be having to stay in Court.

Mr. McConnell thanked Ms. Rieghns and stated the Commission would be discussing her filling the vacancy later in the meeting.

IV. PUBLIC COMMENT

No public comment presented.

V. OLD BUSINESS/ACTION ITEMS

A. Last month the Commission approved an expenditure not to exceed \$105.00 for purchase of this sign. Move to approve the purchase of the Harmony Heritage Grove sign as described in the print for the price stated in the TAPCO quotation.

Mr. McConnell stated the Commission has received the specific drawing and dimensions of the proposed sign, and a definitive price quote in the amount of \$79.46, plus shipping and handling.

Motion by Ms. Mack, seconded by Ms. Gray to approve the purchase of the sign as described, for the price stated in the TAPCO Quotation.

All members present voted aye on a voice vote. Motion passed.

B. Move recommendation to Planning and Development the appointment of Commissioner Applicant Paula Rieghns as Commissioner with a term ending November 30, 2020.

Motion by Mr. Gervais, seconded by Ms. Gray to table the recommendation until after the Coventry House public hearing.

All members voted aye, motion passed.

After the Coventry House Hearing, the public meeting resumed at 7:39 p.m.

The Commission went into executive session to discuss the recommendation of Ms. Rieghns as Commissioner.

Motion by Mr. Greeley, seconded by Ms. Gray to recommend, to the Planning and Development Committee, the appointment Commissioner applicant Paula Rieghns as Commissioner with a term ending November 30, 2020.

All members voted aye on a roll call vote. Motion passed.

VI. NEW BUSINESS

A. Coventry House Public Hearing: See separate hearing agenda.

VII. COMMITTEE REPORTS

A. Survey and Landmark

B. Communication & Public Relations

Ms. Stelford reported that she attended the Conservation Congress. She said the attendees were broken up into discussion groups and discussed various conservation topics.

C. Municipal Liaisons

i. Commissioner Mack's report regarding her delegation to Marengo Township respecting Stewart Burying Ground, commonly known as Scots Cemetery

There is still a question of ownership regarding Scots Cemetery. Mr. Greeley pointed out they were going to the Circuit Clerks office to see if they can find out if the cemetery is dedicated to the Township. Ms. Gray stated she will contact the County Clerk tomorrow, and see what she can find.

Mr. McConnell noted by state law, if the cemetery is dedicated to the Township, the Township is required to maintain it. If it is an abandoned cemetery, the Township has the option to maintain it.

Mr. McConnell asked Mr. Gervais if he had contacted the publisher regarding the Southwest Cemeteries book. Mr. Gervais said the book has come in, and he will follow up at the next meeting.

D. Special Programs

E. Budget

F. MCCD Liaison Report

Ms. Brown reminded the Commission that the Festival of the Sugar Maples will be held the first two weekends in March at Coral Woods. The festival is sponsored by the Conservation District.

G. Staff Report

i. Unincorporated McHenry Coounty Demolition Permit Statistics

Mr. Foley reported that the Commission, in the past, discussed demolition permits and if those have ever been reviewed. He said they have not been reviewed for historic properties unless the property has been designated as a landmark.

Mr. Foley said there were 28 permits in 2014 and 36 permits in 2015. He researched how many of those buildings were in the area of the rural survey that was just completed.

The Commission reviewed the document that was included in the agenda packet. Mr. Foley asked the Commission's thoughts on if they should be trying to document or review the buildings that are being demolished.

It was suggested that, if the Commission knows a permit has been applied for, the Commission can be notified so they can go on the site and take pictures before the demolition. The pictures could be placed in the Historical Museum.

VIII. CHAIRPERSON'S REPORT

A. The Commission's verbal report of 2015 Commission activities will be delivered to the County Board at the County Board's meeting March 17, 2016 at 7:00 p.m. in the County Boardroom. All Commissioners are invited to attend.

Mr. McConnell reported that the Commission's verbal report will be delivered to the County Board on Thursday, March 17 at 7:00 in the County Board room.

He invited everyone to attend, and to meet the County Board members.

IX. ANNOUNCEMENTS

Ms. Mack reminded the Commission that the Joint Council meeting will be held on March 23 at the McHenry County archives, 15615 Nelson Road in Woodstock.

Because the Commission is a co sponsor, she encouraged the members to attend.

X. ADJOURNMENT

Motion by Ms. Mack, seconded by Mr. Gervais to adjourn. All members voted aye, motion carried.

The meeting was adjourned at 7:47 p.m.



MCHENRY COUNTY

HISTORIC PRESERVATION

MINUTES • MARCH 2, 2016

Landmark Designation Hearing

Conference Room B

7:00 PM

667 Ware Rd., Woodstock, IL 60098

1. CALL TO ORDER

Mr. McConnell opened the public hearing at 7:07

PRESENT: McConnell, Greeley, Gervais, Gray, Mack, Stelford

ABSENT: Selpien

It was noted a quorum was present.

2. APPLICATION REVIEW

A. Expenditure (Payment) for Legal Notice Publication Fees for the present application

Motion by Ms. Gray, seconded by Ms. Mack to approve the expenditure of \$163.23 for publication of the legal notice for this hearing.

All members voted aye on a roll call vote. Motion passed.

B. Review of Historical Significance (Merits) of the Proposed Landmark

Mr. McConnell read the historical significance of the proposed landmark for the record.

The Survey Committee supports the application of Grace Moline to nominate the William H. Coventry House, located at 7704 North U.S. Route 14 in Harvard Illinois, 60033, located on the property owned by Optima Harvard Facility LLC at 2001 North Division Street, Harvard, Illinois 60033, PIN 01-25-100-018, for designation as a McHenry County historic landmark.

Coventry House has been listed by the McHenry County Historical Society register of historic places since 1989. Built in 1855, Coventry House is an early example of the Greek Revival style of architecture, the first predominant architectural style of McHenry County. The associated barns, also located on the nominated parcel, signify the City of Harvard's proud title of "Milk Center of the World," and exemplify McHenry County's century and a half rich history of dairy farming.

The 141 year-old Coventry House sits adjacent to American Indian trails crossing the property, which are followed by the route of what is now U. S. Highway 14. The farmstead was transferred to early McHenry County settler Franklin Smith, in deeds signed by President Tyler in 1844 and President Polk in 1845. The brick Coventry House was built in 1855 on the site of a former log cabin, and the property included a gravity fed reservoir supplying the City of Harvard, which was platted in 1856. The original house has brick masonry walls 18 inches thick, on a foundation of rubble stone, with interior wall finishes of lath and plaster. Additions were built onto Coventry House in 1870, 1890 and approximately 1900, but indoor plumbing was not installed until 1963, after ownership of the house was transferred out of the Coventry family descendants for the first time.

Coventry family descendant, Dr. Mark B. Coventry, M.D. was an orthopedic surgeon who became chair of Mayo Clinic's orthopedic department in 1955, retiring from Mayo Clinic in 1984, but continuing to participate in research on joint replacement surgery techniques there until he died in 1994.

In connection with its purchase of the property including Coventry House, Motorola commissioned a May 1994 report by Globetrotters Engineering Corporation which concluded that Coventry House was in sound physical condition, and that there is a "strong argument for the historical importance of this house and this barn." However, since the date of the Globetrotters report, 100% of the valuable metal parts of the electrical and plumbing systems and 40% of the HVAC components have been stolen by scrap metal scavenging vandals, and the interior of the house has been damaged by water penetration caused by inadequate or poorly maintained exterior grading, and roof leaks caused by vandals removing cast iron vents.

3. INTRODUCTION OF COMMISSIONERS PRESENT

See roll call above

4. COMMENTS FROM NOMINATOR / MEMBERS OF THE PUBLIC

The comments from the public were in favor of landmarking the house.

The Harvard Historical Society was present. They met with a member of the Harvard Economic Development Committee, and his opinion was, if a new owner would be willing, maybe he would be able to donate that land.

The following e-mail communication from the owners was read into the record by Chairman McConnell:

Mr. McConnell,

It was good to speak with you. As we discussed, we are exploring options for the Harvard Facility. We have been unsuccessful in finding a user or buyer over the last several years, and we are making a final push now which should be completed in April. We hope to have a new user for the facility by then.

I don't want to create any more obstacles than there already are and would urge you to wait until the end of April to bring this in front of the committee for consideration.

Thank you for your assistance with this

Chaim Schochet
Optima Management Group, LLC
200 S Biscayne BLVD 55th Floor
Miami, FL 33131

5. QUESTIONS FROM COMMISSIONERS

Chairman McConnell commented that, in light of the request for delay from the owners so the property could be auctioned, proceeding with passage of a landmark ordinance by the County Board before hearing from the new owners could potentially lead to litigation.

6. RELATIVE CRITERIA READ INTO RECORD

Mr. McConnell read the following relative criteria for landmark designation into the record:

The nominated property is eligible for designation as a landmark under the Ordinance if it meets one (1) or more of the following criteria:

A. It has character, interest, or value which is part of the development, heritage, or cultural characteristic(s) of a local community, the County of McHenry, State of Illinois, or the Nation;

- B. It's location is a site of a significant local, county state, or national event;
- C. It is identified with a person or persons who significantly contributed to the development of the local community, County of McHenry, State of Illinois or the Nation;
- D. It embodies distinguishing characteristics of an architectural style valuable for the study of a period, type, method of construction, or use of indigenous materials:
- E. It is identified with the work of a master building, designer, architect, or landscape architect whose individual work has influenced the development of the local area, County of McHenry, State of Illinois, or the Nation:
- F. It embodies elements of design, detailing, materials, or craftsmanship that render it architecturally significant;
- G. It embodies design elements that make it structurally or architecturally innovative;
- H. It has a unique location or singular physical characteristics that make it an established or familiar visual feature:
- I. It has character which is a particularly fine or unique example of a utilitarian structure, including, but not limited to farmhouses, gas stations, or other commercial structures, with a high level of integrity or architectural significance.
- J. It establishes a sense of time and place unique to a community and/or the County of McHenry;
- K. It is suitable for preservation or restoration;
- L. It is included in the National Register of Historic Places and/or the Illinois Register of Historic Places;
- M. It has yielded, or may be likely to yield information important to pre-history or other areas of archaeological significance;

7. PUBLIC HEARING CLOSED

The public hearing was closed at 7:30 p.m.

8. OPEN VOTING MEETING/CALL FOR MOTION

The Voting meeting was opened at 7:30 p.m.

9. COMMISSION DISCUSSION AND POSSIBLE VOTE

Motion by Mr. Gervais, seconded by Ms. Gray to recommend to Planning and Development and to the County Board, passage of an Ordinance designating the parcel of real property, as legally described in the notice of hearing published and served on the nominator, property owner, tax purchasers and neighboring property owners, as a McHenry County Landmark, pursuant to McHenry County Historic preservation Ordinance 0-9110-1200-49.

All members voted aye on a roll call vote. Motion passed.

The Hearing was closed at 7:39 p.m.

Motion by Mr. Gervais, seconded by Ms. Gray to return to the public meeting. All members present voted aye on a voice vote, motion passed.

**MCHENRY COUNTY HISTORIC PRESERVATION COMMISSION
And the McHenry County Joint Council of Historic Groups
2016 MARCH 23RD — 7:00 PM
MINUTES**

**Location: McHenry County Archives
15615 Nelson Rd. Woodstock, IL 60098**

HPC Attendees: Chairman McConnell and Commissioners Gray, Greeley, and Stelford.

Submitted by Kurt Begalka, McHenry County Historical Society.

County records storage shown

County Records Manager Bill Draths led a tour of the county records storage building in Hartland Township March 23 for members of the McHenry County Joint Council of Historic Groups.

The 1,500-square-foot building, now at about 85 percent capacity, holds 18,000 document boxes – each 1 cubic foot. Its steel shelves also provide for flat storage of large bound items. Everything is identified by a barcode, which corresponds to a particular shelf and box. "Say what you want but the stuff lasts," Bill said, "especially old paper." Among the items the facility must store permanently are land records and court documents.

Following the tour, Joint Council members adjourned to the nearby Hartland Township meeting room to discuss upcoming events and approve new bylaws governing the group. Current members include the: Algonquin Historic Preservation Commission, Crystal Lake Historical Society, Greater Harvard Area Historical Society, Historical Society of Island Lake, Huntley Historical Society, Huntley Historic Preservation Commission, Lake in the Hills Historical Society, McHenry Area Historical Society, McHenry County Civil War Roundtable, McHenry County Historical Society & Museum, McHenry County Historical Society - Historic Sites Committee, Stickney House Foundation and Village of Spring Grove.

A motion to approve the bylaws, with an amended Article IV, was made by Greg Lofgren and seconded by Jim McConnell. It passed unanimously. The various groups then gave an update on upcoming events – ranging from boat trips on Island Lake to a four-Sunday "Passport to History" collaboration in June. Laura Frumet asked that those with events in May (Local History Month) email her information at Laura Frumet <LFrumet@springgrovevillage.com>.

County history groups offer Passport to History program

UNION – For the second consecutive year, the Crystal Lake Historical Society, McHenry County Historical Society & Museum, village of Spring Grove and city of McHenry's Landmarks Commission are collaborating to offer the public a smorgasbord of historic helpings in June. This year, those attending all four events will qualify for a drawing for a 1995 county history book, courtesy of the McHenry County Historical Society.

Pick up your "passport" at the Colonel Palmer House in Crystal Lake and then bring it to each subsequent event so that it can be stamped. Turn in your completed passports in McHenry.



**MCHENRY COUNTY
HISTORIC PRESERVATION
MINUTES • APRIL 6, 2016**

Public Meeting

Conference Room A

6:30 PM

667 Ware Rd., Woodstock, IL 60098

I. CALL TO ORDER/ROLL CALL

Chairman McConnell called the meeting to order at 6:32 p.m.

Commissioners Present: James McConnell, Steve Greeley, Dave Gervais, Lynn Gray, Gloria Mack, Paula Rieghns, Susan Stelford, Laurie Selpien; and Gail Brown (MCCD Liaison)

Commissioners Absent: None

It was noted a quorum was present.

II. APPROVAL OF DRAFT MINUTES

1. Historic Preservation - Public Meeting - Mar 2, 2016 6:30 PM

Motion by Ms. Mack, seconded by Ms. Stelford to approve both the minutes of the March 2, 2016 Historic Preservation Commission meeting, and the Landmark Review Public Hearing minutes.

RESULT: ACCEPTED BY VOICE

2. Approval of March 23 Joint Council Minutes

Motion by Ms. Stelford, seconded by Mr. Greeley to approve the Joint Council minutes of March 23, 2016

III. INTRODUCTION OF GUESTS

No guests present.

IV. PUBLIC COMMENT

No public was present.

V. OLD BUSINESS / ACTION ITEMS

A. Welcome to Commissioner Paula Rieghns

Chairman McConnell and the Commissioners joined in welcoming newly appointed Commissioner Paula Rieghns to the Commission. There is still one vacancy left on the Commission.

Ms. Brown asked if a name tag had been ordered for Ms. Rieghns. Mr. Foley answered that the name tag still has to be ordered.

VI. NEW BUSINESS / ACTION ITEMS

A. National Park Service Annual Products Report for CLGs

Mr. Foley presented the National Park Service Annual Products Report for CLGs submitted by the HPC.

VII. STAFF REPORT**A. Report on County Board Action on Coventry House Nomination**

Chairman McConnell reported the County Board deferred action for the Coventry House landmarking Ordinance for 30 days. It will be on the next County Board agenda which is May 3.

Ms. Brown asked Ms. Gray about the bill for the Coventry House survey. Ms. Gray reported that Vanderstappen did the survey pro bono. The Commission agreed a thank-you note should be sent by Mr. McConnell for the work they did on the survey.

B. Review and Update Commissioner Contact Information

The Commissioners reviewed and updated the Commissioners contact information list.

C. Review and Update Committee Assignments

They also discussed the committee assignment grid and invited Commissioner Rieghns to indicate which committee or committees she would prefer to serve on.

Ms. Brown stated the Survey and Landmark Committee is split into 4 sub groups. Endangered sites is a non-active committee, and It is only used when needed. She felt it should just be Survey and Landmark Committee, without the subgroups.

Ms. Rieghns mentioned she would be interested in the Survey and Landmark, and Special Programs Committee.

D. Approval of Revised Committee Assignments

The Commission agreed to table this until the next meeting.

Motion by Mr. Gervais, seconded by Ms. Mack to postpone the approval of the revised committee assignments until the next regularly scheduled Historic Preservation meeting on May 4.

All members voted aye, motion carries.

VIII. COMMITTEE REPORTS**A. Communications & Public Relations Committee**

- i. Awards Programs
- ii. Calendar
- iii. Education Outreach
- iv. Website

B. Municipal Liaisons

- i. Joint Council
- ii. Municipal Relations and Programs

C. Special Programs

- i. Heritage Groves
- ii. Scenic Roads
- iii. Victory Gardens

D. Survey and Landmark

Ms. Brown delivered the remaining framed metal plate photographs of the County's landmarked structures, to be affixed to the corridor walls by Commissioner Stelford with assistance of the County Building maintenance staff.

Ms. Brown announced that the inventory of frames for mounting these photographs has been exhausted. The minimum quantity to be ordered to obtain the best price is seven frames at a time. She explained the process of how she frames the photographs.

i. Endangered Sites and Audit

Ms. Gray stated she had the deeds pulled for the section of the Scots cemetery in Marengo Ridge. She went through and mapped them out. In a probate case, the legal description used exceptions out the cemetery. She said the cemetery was platted, but it was not deeded anywhere.

Mr. McConnell stated if it was platted, and the plat was recorded, the question is, was it dedicated to the township, and if it was dedicated, did the township accept it. If we know the date of the plat, we need to look around that date in the archives of the Marengo township to see if they ever accepted it, and if they did not accept it, they do not own it, and if they did accept it, they own it and they are responsible for maintaining it.

Ms. Gray said she will look up that information tomorrow and send her results to Chairman McConnell. Chairman McConnell will then request a FOIA.

ii. Landmark Nominations

Ms. Brown proposed getting the potential landmark list in order with the new survey data, and getting the new survey data in order.

Ms. Brown mentioned there will be a new MCCD liaison next year, as she will be resigning sometime this fall. Her supervisors would like her to focus on other projects. She proposed getting the potential landmark list in order with the new survey data.

E. Budget**F. MCCD Liaison Report****IX. CHAIRMAN'S REPORT**

Mr. McConnell stated the Optima auction of the former Motorola property in Harvard begins April 19 and ends April 21. The auction will be an on line auction.

He reported that to bid, a person has to put down \$20,000 as a bidder. The hope is that whoever buys the property will employ many people.

X. ANNOUNCEMENTS

Chairman McConnell reminded everyone that on Sunday, May 8 is the Harmony School dedication, and he encouraged everyone to attend.

Ms. Mack stated Mary McCann, County Board member, is going to present the plaque on behalf of the County.

A. *May is Local History Month*

B. *Passport to History Program*

C. *Turn of the Century Social Connectivity - June 5*

D. *McHenry County Historical Society 1860 Baseball Game - June 12*

E. *Father's Day Fishing Event - June 19*

F. *Day at Peterson Farm - June 26*

XI. ADJOURNMENT

Motion by Mr. Greeley, seconded by Ms. Gray to adjourn. All members voted aye, motion passes.

The meeting was adjourned at 7:29 p.m.



MCHENRY COUNTY
HISTORIC PRESERVATION
MINUTES • MAY 4, 2016

Public Meeting

Conference Room A

6:30 PM

667 Ware Rd., Woodstock, IL 60098

I. CALL TO ORDER/ROLL CALL

Mr. McConnell called the meeting to order at 6:33 p.m.

Commission Members Present: James McConnell, Steve Greeley, Susan Stelford, David Gervais, Lynn Gray, Gloria Mack, Paula Rieghns (arrived at 6:37 p.m.), Laurie Selpien and Gail Brown (MCCD liaison)

Commission Members Absent: None

II. APPROVAL OF DRAFT MINUTES

Motion by Mr. Gervais, seconded by Mr. Greeley to approve the minutes of the April 6 Historic Preservation meeting.

There were some corrections noted.

All members present voted aye on the amended minutes, motion passed.

1. Historic Preservation - Public Meeting - Apr 6, 2016 6:30 PM

RESULT: ACCEPTED BY VOICE

III. INTRODUCTION OF GUESTS

There were no guests present.

IV. PUBLIC COMMENT

V. OLD BUSINESS / ACTION ITEMS

A. Approval of Revised Committee Assignments

Mr. Brown reminded Mr. Foley that the Endangered Sites Committee should be removed from the roster and any other paperwork.

The Commission discussed the changes to the committee roster.

Motion by Mr. Greeley, seconded by Mr. Gervais to approve the revised committee roster. All members voted aye, motion passed.

VI. NEW BUSINESS / ACTION ITEMS

A. Approve of Expenditure in the Amount of \$6.50 for Commissioner Rieghns' Name Tag

Motion by Gloria, seconded by Ms. Gray to approve the expenditure in the amount of \$6.50 for Commissioner Rieghns' name tag.

The motion was approved unanimously on a roll call vote. Motion passed.

B. Approval Expenditure for Seven Standard Sized Frames for Mounting Landmarked Structure Photos in the County Building Corridor

Ms. Brown questioned the ordering of the frames since there are no new plaques. The Commission discussed the cost of the frames that were previously purchased.

Motion by Mr. Gervais, seconded by Ms. Selpien to approve an expenditure, not to exceed \$125, to purchase 7 standard size frames for mounting landmarked structure photos in the County building corridor.

The motion was approved unanimously on a roll call vote. Motion passed.

C. Approve Submission of FOIA Request to Marengo Township for Records Respecting Stewart' Burial Ground

Motion by Mr. Gervais, seconded by Ms. Gray to approve the submission of a FOIA request to Marengo Township for records respecting Stewart Burial Ground.

All members voted aye, motion passed.

Ms. Brown presented the copy of the Ostend cemetery book.

Ms. Mack suggested giving an award to the McHenry Township for its preservation work at Ostend Cemetery. After discussion, the following motions were made:

Motion by Mr. Gervais, seconded by Ms. Selpien to that the Commission prepare a resolution recognizing McHenry Township for its efforts of preservation of the Ostend Cemetery.

All voting members voted aye, motion passed.

Motion by Mr. Gervais, seconded by Ms. Gray to have the Commission request that the McHenry County Board recognize the efforts of the McHenry Township and the preservation at the Ostend Cemetery.

All members voted aye, motion passed.

D. Schedule a "Retirement Celebration" for Liaison Brown and Commissioner Gervais

Ms. Brown stated this is not going to happen until the fall. She said she still has projects left to finish on the Commission.

This item will be revisited later this year.

E. Schedule Liaison Brown's Presentation on Early McHenry County Architectural Styles

Ms. Brown stated she would be able to present at the July 6 meeting.

VII. STAFF REPORT

VIII. COMMITTEE REPORTS

A. Communications & Public Relations Committee

- i. Education Outreach
- ii. Website

B. Municipal Liaisons

- i. Joint Council
- ii. Municipal Relations and Programs

Ms. Mack submitted her report in writing, and it is attached to the agenda packet.

Ms. Mack said she spoke to Mr. Kalish regarding the Old Harmony School ceremony on Sunday. He said he will open the building for everyone. Ms. Mack stated she will be bringing refreshments.

C. Special Programs

- i. Heritage Groves
- ii. Scenic Roads
- iii. Victory Gardens

Ms. Selpien reported that the planting beds in the children's garden should be completed by May 5.

D. Survey and Landmark

E. Budget

F. MCCD Liaison Report

IX. CHAIRMAN'S REPORT

Mr. McConnell's report was submitted in writing, and is attached to the agenda packet.

He reviewed his comments with the Commission.

Ms. Brown mentioned the Holcombville School may be a demolition by neglect. She stated the house that is adjoining it is vacant, in disrepair, and there is no maintenance being done.

The Commission decided to put this topic on the June agenda.

X. ANNOUNCEMENTS

Mr. Greeley reported that the old Woodstock Courthouse on the Woodstock square will be trying to break the Guinness world record for the longest comic strip. They are asking people to sign up and pick a time slot to trace a part of the strip

On June 16, at 5:00 outside the courthouse, the McHenry County Historical Society is re enacting the release of Eugene Debbs who was the most famous prisoner at the Courthouse. Mr. Greeley said he will be playing the role as Mr. Debbs.

Ms. Stelford stated the website, www.friendsoftheoldcourthouse.org is where information can be found on the on the longest comic strip. They are trying to raise money to replace the windows on the Courthouse.

XI. ADJOURNMENT

Motion by Ms. Gray, seconded by Ms. Selpien to adjourn. All members voted aye, motion passed.

The meeting adjourned at 7:39 p.m.



MCHENRY COUNTY
HISTORIC PRESERVATION
MINUTES • MAY 8, 2016

Public Meeting

Old Harmony School

1:00 PM

16903 Harmony Rd, Marengo, IL 60152

I. WELCOME

Commissioners Present: James McConnell, Gloria Mack, Lynn Gray, Paula Rieghns and Laurie Selpien.

Also present were former Commission member, Carol Lockwood. Mrs. Kalish and Marcia Lockwood were also in attendance.

1. James McConnell, Chairman of the The McHenry Historic Preservation Commission

Chairman, James McConnell, acted as Master of Ceremonies. He opened the ceremony with a brief history of the Commission.

He introduced the Boy Scouts of Troop 153.

II. PRESENTATION OF THE COLORS

A. Woodstock Troop 153

The Scouts presented the colors.

A bugler sounded taps, and one of the scouts led the Pledge of Allegiance.

Approximately 20 boy scouts and cub scouts attended.

III. INTRODUCTION OF PUBLIC OFFICIALS

IV. REMARKS

A. Robert Frenz, Author of "Historic County Schools of McHenry County, IL"

Mr. Frenz, spoke on the History of Harmony School. He mentioned that the school was built during the depression, and also the builders employed an architect which was very unusual during the depression.

B. John Henning

V. PLAQUE PRESENTATION

A. Mary McCann, McHenry County Board Member, District 6

Chairman McConnell presented the plaque to Mr. Kalish, owner of Harmony School.

After the ceremony refreshments were served in the school.

VI. CLOSING REMARKS

A. James McConnell

VII. RECEPTION AND REFRESHMENTS

The dedication ceremony ended at 2:00 p.m.



MCHENRY COUNTY
HISTORIC PRESERVATION
MINUTES • JUNE 1, 2016

Public Meeting

Conference Room A

6:30 PM

667 Ware Rd., Woodstock, IL 60098

I. CALL TO ORDER/ROLL CALL

Mr. McConnell called the meeting to order at 6:32 p.m.

Commissioners Present: Steve Greeley, Susan Stelford, David Gervais, Lynn Gray, Gloria Mack, Laurie Selpien, Gail Brown (MCCD liaison), and James McConnell.

Commissioners Absent: Paula Rieghns

II. APPROVAL OF DRAFT MINUTES

1. Historic Preservation - Public Meeting - May 4, 2016 6:30 PM

Motion by Mr. Gervais, seconded by Mr. Greeley to approve the meeting minutes of May 4, 2016

RESULT: ACCEPTED BY VOICE

2. Historic Preservation - Public Meeting - May 8, 2016 1:00 PM

Motion by Ms. Gray, seconded by Ms. Stelford to approve the minutes of the May 8 Old Harmony School dedication.

RESULT: ACCEPTED BY VOICE

III. INTRODUCTION OF GUESTS

No guests were present.

IV. PUBLIC COMMENT

Public was not present.

V. OLD BUSINESS / ACTION ITEMS

The Commission discussed the Holcombville School. Ms. Mack stated that the owner has left home and moved to Wisconsin. The wood is rotting on the front of the house.

Ms. Mack stated if the owner does not want it the school, maybe the Village of Bull Valley would be willing to take the school over. Mr. McConnell agreed it would be worth asking. Ms. Mack will forward the address of the owner to Mr. McConnell.

VI. NEW BUSINESS / ACTION ITEMS

VII. STAFF REPORT

VIII. COMMITTEE REPORTS

A. Communications & Public Relations Committee**i. Calendar**

Ms. Stelford stated she is working on the 2017 calendar, and it is almost completed.

ii. Publications

Ms. Stelford asked if she should reprint our scenic roads and landmark brochures.

Mr. Foley stated there may still be some in storage. Ms. Stelford will distribute those.

iii. Website**B. Municipal Liaisons****i. Joint Council****ii. Municipal Relations and Programs****C. Survey and Landmark****i. Landmark Nominations****A. Special Programs****i. Heritage Groves****ii. Scenic Roads**

Ms. Brown mentioned she will be going with Ms. Mack on a drive to look for potential scenic roads on July 14.

They had made a previous trip, but there was snow and ice on the roads then and it was not conducive to evaluating them.

iii. Victory Gardens

Ms. Selpien reported that the beds have been built for the children's garden.

Volunteers from NISRA (Northern Illinois Special Recreation Association) and Clearbrook are helping with the garden. There will be an open house sometime in July or August.

D. Budget

The Commission reviewed the budget.

Mr. Foley noted the Heritage Grove sign was received.

E. MCCD Liaison Report

Ms. Brown said her and her husband gave a presentation on the Civil War at the Lake Geneva Historical Museum on May 31. She said it was an amazing place.

The Historical Museum has a presentation every Tuesday at 2:00 regarding local history.

The Powers-Walker Ice Cream Social is going to be held June 5 from noon to four. It is a free event.

Ms Brown noted in July and August, the Commission usually takes a month off due to vacations.

IX. CHAIRMAN'S REPORT

Mr. McConnell said he sent a FOIA to the Marengo Township Supervisor regarding the Stewart's Burial Ground, and they have not responded yet. They asked for more time because of the nature of the request.

It was mentioned that the old Motorola property sale was closed on. Mr. McConnell stated the Ordinance has not been documented. It was passed 3 weeks ago, and it should have been recorded by now. Mr. McConnell said he would check with the County Clerk about it.

X. ANNOUNCEMENTS

Mr. Greeley stated the 1800s style baseball game is this Saturday at 1:30 at Old World Wisconsin. There is another game on June 12 at 2:00 at Prairie Grove Village Hall. He added that he will be re enacting the release of Eugene Debbs who was the most famous prisoner at the Woodstock Courthouse.

Ms. Stelford reminded the Commission that the tracing for the longest comic strip record will be on June 4, 12:30 at the Woodstock Public Library. More information is on the web at www.friendsofthecourthouse.org

Dick Tracy day is July 2 at the Woodstock Square.

A day at Peterson Farm will be held on Sunday, June 26 this year.

Ms. Gray stated she will be leaving the Commission after November, if elected for County Recorder, which would open a vacancy.

XI. ADJOURNMENT

Motion by Mr. Greeley, seconded by Ms. Stelford to adjourn. All members voted aye, motion passed.

The meeting adjourned at 7:22 p.m.



**MCHENRY COUNTY
HISTORIC PRESERVATION
MINUTES • JULY 6, 2016**

Public Meeting

Conference Room A

6:30 PM

667 Ware Rd., Woodstock, IL 60098

I. CALL TO ORDER/ROLL CALL

Mr. McConnell called the meeting to order at 6:36 pm

Commissioners Present: James McConnell, Susan Stelford, David Gervais, Greeley, Paula Reigns and Gail Brown (MCCD)

Commissioners Absent: Gloria Mack, Lynn Gray and Laurie Selpien

II. APPROVAL OF DRAFT MINUTES

1. Historic Preservation - Public Meeting - Jun 1, 2016 6:30 PM

Motion by Mr. Greeley, seconded by Mr. Gervais to approve the minutes of the June 1st Historic Preservation Meeting.

There were some minor corrections noted.

All members voted aye on the amended minutes. Motion passed.

RESULT:	ACCEPTED BY VOICE
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III. INTRODUCTION OF GUESTS

Ms. Linda Spencer was present. She had previously served on the Crystal Lake Historic Preservation Commission, and was interested in filling the vacancy on the Commission.

IV. PUBLIC COMMENT

V. SPECIAL PRESENTATION

A. *Historic House Architecture Styles in McHenry County*

Ms. Brown gave her presentation on architecture styles in McHenry County to the Commission.

VI. OLD BUSINESS / ACTION ITEMS

A. *Status of Marengo Cemetery Ownership*

Mr. McConnell stated he received a response to his FOIA request from Marengo Township. The response stated they did not have any information that goes back that far. He said the Township disclaims ownership so the responsibility for maintaining the cemetery, so it still belongs to the property owner.

There is work that needs to be done at the cemetery, so the Commission should get in touch with them to make them aware of the condition of the cemetery. Mr. McConnell added that the township supervisors do not want the financial responsibility for maintaining the cemetery.

VII. NEW BUSINESS / ACTION ITEMS***A. Proposal to Remove Storm Damaged Fox Bluff Ritz Cabin from the List of Structures to be Saved and Place it on the List of Structures to be Demolished***

Motion by Mr. Gervais, seconded by Mr. Greeley, to remove the Ritz cabin from the to be saved list.

The motion was passed on a unanimous roll call vote.

Motion by Mr. Gervais, seconded by Ms. Stelford to recommend that the McHenry County Conservation District consider adding another cabin from the to be demolished list, to the to be saved list as a representative cabin from the campground.

All members voted aye, the motion passed.

B. Motion to Cancel the Commission's Scheduled August Meeting

Motion by Mr. Gervais, seconded by Mr. Greeley to cancel the August meeting of the Historic Preservation Commission.

All members voted aye, motion passed.

VIII. STAFF REPORT

Mr. Foley included information in the agenda packet on the City of McHenry and the Village of Richmond. The City of McHenry is calling their old park town an historic zone, and the Village of Richmond also has an historic zone. He wanted the Commission to be aware of this.

IX. COMMITTEE REPORTS***A. Communications & Public Relations Committee***

- i. Calendar
- ii. Publications
- iii. Website

B. Municipal Liaisons

- i. Joint Council
- ii. Municipal Relations and Programs

C. Survey and Landmark

- i. Landmark Nominations
- ii. Special Programs

A. Heritage Groves

B. Scenic Roads

C. Victory Gardens

D. Budget

E. MCCD Liaison Report

X. CHAIRMAN'S REPORT

Mr. McConnell reported that the documents for the purchase of the Motorola Facility and Coventry House have been recorded.

Mr. McConnell stated he has reached out to the owner's LLC in regards to their attention to the Coventry House, but he has yet to receive a response.

XI. ANNOUNCEMENTS

XII. ADJOURNMENT

Motion by Ms. Stelford, seconded by Mr. Gervais to adjourn until the September 7 HPC meeting. All members voted aye, motion passed.

The meeting adjourned at 8:05 p.m.

**Historic Preservation Commission
Public Meeting
8/3/2016 6:30 PM
Conference Room A**
667 Ware Rd. Woodstock, IL 60098

Meeting Cancelled



MCHENRY COUNTY
HISTORIC PRESERVATION
MINUTES • SEPTEMBER 7, 2016

Public Meeting

Conference Room A

6:30 PM

667 Ware Rd., Woodstock, IL 60098

I. CALL TO ORDER/ROLL CALL

Chairman McConnell called the meeting to order at 6:35 p.m.

Commissioners Present: Steve Greeley, Susan Stelford, Gloria Mack (arrived at 6:42), Paula Rieghns, Laurie Selpien and Chairman McConnell.

Commissioners Absent: David Gervais, Lynn Gray and MCCD Liaison Gail Brown.

II. APPROVAL OF DRAFT MINUTES

Historic Preservation - Public Meeting - Jul 6, 2016 6:30 PM

Motion by Ms. Reighns, seconded by Mr. Greeley to approve the minutes of July 6, 2016.

RESULT: ACCEPTED BY VOICE

III. INTRODUCTION OF GUESTS

None.

IV. PUBLIC COMMENT

None.

V. OLD BUSINESS / ACTION ITEMS

VI. NEW BUSINESS / ACTION ITEMS

- A. Consider Presenting A Preservation Award to McHenry Township for Researching and Reconstructing an Original Replica of the Cemetery Sign, and erecting a period sensitive cemetery fence.***

Motion by Ms. Mack, seconded by Ms. Selpien to present a preservation award to McHenry Township for researching and reconstruction of an original replica of the Ostend Cemetery sign and erecting a period sensitive cemetery fence.

The award would be presented to the trustees at one of their meetings in recognition of their efforts. The Township Board Members will also be noted.

All members voted aye on a roll call vote. Motion passed.

VII. COMMITTEE REPORTS

A. Communications & Public Relations Committee

Ms. Stelford explained she is the delegate for the Conservation Congress, and spoke about the attachments that were included in the agenda packet.

She shared an article from the July issue of McHenry County Magazine in which Ms. Mack was featured in an article on volunteering.

i. Calendar

Ms. Stelford stated she will have the pictures for the calendar complete either at the next meeting or the November meeting. She wants to capture the fall colors.

B. Municipal Liaisons**i. Joint Council****ii. Municipal Relations and Programs****C. Survey and Landmark****i. Special Programs****A. Heritage Groves****B. Victory Gardens**

Ms. Selpien said they had a good crowd at the garden open house, and there are still groups of preschool children visiting.

There will be a table at *It's Your River Day* in Algonquin, and they will have some of the unusual vegetables on display.

D. Budget

Mr. Foley reminded the Commission that if they want to spend money this year, they should do it soon.

This will be an agenda item for the October meeting.

E. MCCD Liaison Report**F. STAFF REPORT****VIII. CHAIRMAN'S REPORT**

Mr. McConnell noted that he will be moving his office to Crystal Lake.

IX. ANNOUNCEMENTS

Ms. Mack donated the book *McHenry: Then and Now* by Sandra Landen Machaj to the HPC Library.

X. ADJOURNMENT

Motion by Mr. Greeley, seconded by Ms. Stelford to adjourn. All members voted aye, motion passed.

The meeting adjourned at 6:56 p.m.

MCHENRY COUNTY

HISTORIC PRESERVATION MINUTES • SEPTEMBER 21, 2016

Public Meeting

Holcombville School

6:30 PM 6310 Crystal Springs Road, Bull Valley-Crystal Lake, IL 60012-1110

This was a meeting of The McHenry County Joint Council of Historic Groups, and participants toured the landmarked school.

No quorum of Commissioners was present and no Commission Business was conducted.



**MCHENRY COUNTY
HISTORIC PRESERVATION
MINUTES • OCTOBER 5, 2016**

Public Meeting

Conference Room A

6:30 PM

667 Ware Rd., Woodstock, IL 60098

I. CALL TO ORDER/ROLL CALL

Mr. McConnell called the meeting to order at 6:35 p.m.

Commissioners Present: Chairman Jim McConnell, Susan Stelford, David Gervais, Steve Greeley, Gloria Mack, Paula Reigns, Laurie Selpien and MCCD Liaison Gail Brown.

Commissioners Absent: Lynn Gray.

II. APPROVAL OF DRAFT MINUTES

1. Historic Preservation - Public Meeting - Sep 7, 2016 6:30 PM

Motion by Mr. Greeley, seconded by Ms. Stelford to approve the minutes of the September 7 Historic Preservation Commission meeting.

All members present voted aye, motion passed.

RESULT:	ACCEPTED BY VOICE
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III. INTRODUCTION OF GUESTS

Guests present:

James Keating, Crystal Lake Boy Scout Troop 165
Kim Keating
Linda Spencer.

IV. PUBLIC COMMENT

V. OLD BUSINESS / ACTION ITEMS

VI. NEW BUSINESS / ACTION ITEMS

A. Motion to approve calendar pictures for 2017 calendar

The Commission reviewed the potential pictures for the 2017 calendar.

Motion by Ms. Mack, seconded by Ms. Selpien to approve the picture selections for the 2017 Historic Preservation Calendar.

All members voted aye, motion passed.

B. Motion to approve expenditure for the annual calendar

The members discussed payment for the calendars. Mr. Foley mentioned that the County does not allow for reimbursement of purchases and supplies to the members. Ms. Stelford noted that payment for the calendars ordered through Vista Print require an online payment with a credit card.

Mr. McConnell asked Sean if he could set up a meeting with Mr. Sandquist to discuss the payment situation.

Motion by Mr. Gervais, seconded by Mr. Greeley to approve an expenditure, not to exceed \$600 for publication of the 2017 annual calendar.

The motion was approved unanimously on a roll call vote. Motion carries.

C. Motion to approve expenditure for award

Motion by Ms. Mack seconded by Mr. Gervais to approve an expenditure, not to exceed \$50 for creation of a preservation award to McHenry Township for the replica sign and period-sensitive fence at Ostend Cemetery. The cost is for the frame.

The motion was approved unanimously on a roll call vote.

VII. STAFF REPORT**VIII. COMMITTEE REPORTS*****A. Communications & Public Relations Committee***

Ms. Stelford mentioned Friends of the Old Courthouse are having a ginger bread contest. There will also be a children's category.

- i. Calendar**
- ii. Publications**
- iii. Website**

B. Municipal Liaisons**i. Joint Council**

Ms. Mack stated she spoke to Mr. Begalka and discussed having the Joint Council meeting with Lake County. She will let the Commission know when she has more information.

ii. Municipal Relations and Programs***C. Survey and Landmark***

- i. Landmark Nominations**
- ii. Special Programs**

A. Heritage Groves

B. Scenic Roads**C. Victory Gardens****D. Budget**

Mr. Foley reported the check for \$15,4000 was received from the State Historic Preservation Office to reimburse the County the money spent to conduct the rural survey.

E. MCCD Liaison Report

Ms. Brown reported that she received an e-mail from Maggie, representing the McHenry County Historical Society, informing her that they have embarked on a project to digitize the newspaper collection that is sitting on the Society's shelves. The first one is the Richmond Gazette from the 1800s. There are over 1000 issues, and they found a company in Rockford that does large-format scanning.

The Historical Society is aware that MCCD has an extensive research library and asked them if they want to partner with the Society. Partners would get a copy of the whole digital file. The City of McHenry Library also wants to partner in.

Ms. Brown stated that a former commissioner, Denise Collins, has published a book called A Coin for Ms. Rowena. One of the Commission's landmarks, the Powers-Walker House, was the inspiration for the book.

Ms. Collins will be using the proceeds of the book sales to help with the restoration of the Power-Walkers barn or other restoration that is needed at the house.

IX. CHAIRMAN'S REPORT

Mr. McConnell reported that we had previously talked about the potential for needed enforcement actions, especially at our last Joint Council meeting.

Mr. Begalka had expressed concern with demolition-by-neglect and noted that two County landmarks are affected: the Holcombville School and the Coventry House. The Commission will not have news regarding the resources available until after the election, at which time, Mr. McConnell will sit down with the State's Attorney elect and County Board Chair elect and discuss the issue.

X. ANNOUNCEMENTS

Ms. Mack said she brought some magazines for the Commissioners to look at if they want.

XI. ADJOURNMENT

Motion by Ms. Stelford, seconded by Mr. Gervais to adjourn. All members voted aye, motion passed.

The meeting adjourned at 7:23 p.m.



MCHENRY COUNTY
HISTORIC PRESERVATION
MINUTES • NOVEMBER 2, 2016

Public Meeting

Conference Room A

6:30 PM

667 Ware Rd., Woodstock, IL 60098

I. CALL TO ORDER/ROLL CALL

Chairman McConnell called the meeting to order at 6:35 p.m.

Commissioners Present: Jim McConnell, Steven Greeley, David Gervais, Lynn Gray (6:45), Gloria Mack, Paula Rieghns, Laurie Selpien, and Susan Stelford. A quorum is present.

Commissioners Absent: Gail Brown, MCCD Liaison.

II. APPROVAL OF DRAFT MINUTES

Historic Preservation - Public Meeting - Oct 5, 2016 6:30 PM

Motion by Ms. Mack, seconded by Mr. Gervais to approve the minutes of the October 5, Historic Preservation Commission meeting.

All members voted aye. Motion passed.

III. INTRODUCTION OF GUESTS

Chairman McConnell stated that Mr. Thayer, the potential new commissioner was not present.

Linda Spencer was present.

IV. PUBLIC COMMENT

V. OLD BUSINESS / ACTION ITEMS

VI. NEW BUSINESS / ACTION ITEMS

A. 2017 HPC Dates

Ms. Mack asked about the July 5th meeting. She asked if the Commission wanted to cancel the July meeting since most people go on vacation the week of July 4th.

Mr. McConnell suggested keeping the date on the calendar, and the Commission can revisit this at the May meeting.

Motion by Mr. Greeley, seconded by Ms. Stelford To approve the HPC meeting dates for 2017.

All members voted aye. Motion passed.

B. National Trust for Historic Prservation Dues Expenditure (and clarification of billing)

Motion by Mr. Gervais, seconded by Ms. Reigns to approve an expenditure in the amount of \$40 for payment to the National Trust for Historic Preservation for annual dues.

All members voted aye on a roll call vote. Motion passed.

C. Applications for Commissionerships-James G. McConnell and Theodore A. Thayer (Three Positions Open)

Motion by Ms. Mack, seconded by Ms. Reigns to go into executive session for discussion of personnel matters.

All members voted aye. Motion carried.

Chairman McConnell turned the meeting over to Mr. Greeley to preside over the executive session.

Regarding Mr. Thayer, the Commission will table this until Mr. Thayer can attend the next meeting.

Lynn Gray arrived at 6:45 p.m.

Motion by Ms. Mack, seconded by Ms. Reigns to recommend the application of Mr. McConnell's application for re-appointment to the Commission.

Mr. Gervais pointed out that the voting cannot be done during the closed session. Ms. Mack withdrew her motion.

Ms. Stelford made a motion to close the executive session, and it was seconded by Ms. Mack. All members voted aye. Motion passed.

Motion by Ms. Selpien, seconded by Ms. Mack to forward to the Planning and Development Committee the application for reappointment of James McConnell as Commissioner with a term ending November 24, 2021 with a recommendation for approval.

All members voted aye on a roll call vote. Motion passed.

Vice Chairman Greeley turned the gavel back over to Chairman McConnell, who presided over the remainder of the meeting.

Motion by Ms. Mack, seconded by Ms. Reigns to defer action on the remaining applicants for position of Commissioner until the January meeting.

All members voted aye on a voice vote. Motion passed.

VII. STAFF REPORT

Mr. Foley reported that The City of Macomb requested copy of the Historic Preservation Ordinance for one of our landmarked cemeteries that the city could use as a model.

Mr. Foley reported that the Coventry House Landmark Ordinance still has not been recorded.

Mr. Foley passed around a request form the U.S. Department of Transportation on changes to Section 106 regulations respecting federal-aid highway projects affecting historic sites, with comments due December 2, 2016.

Noting the short comment deadline, Chairman McConnell made a motion to schedule a special meeting of the Commission for November 16, 2016 at 6:30 p.m. for the Commission's consideration of the proposed regulations and to discuss personnel (commissioner applications). Mr. Gervais seconded.

Mr. Gervais noted that the Commission's mandate is to review this, and, if the Commission does not comment, it looks like we not doing what we are supposed to do. Mr. McConnell will invite any applicants for Commission membership to the meeting.

All members voted aye, motion passed.

VIII. COMMITTEE REPORTS

A. Communications & Public Relations Committee

i. Calendar

A. Distribution of Calendars

The Landmark Calendars will be distributed to the County Board members and each municipality.

ii. Publications

iii. Website

Mr. Foley stated he updated the logo on the website, and posted the 2015 consolidated minutes.

B. Municipal Liaisons

Ms. Mack asked about the McHenry Township Award for the Ostend Cemetery. She would like to present it to the Township Board in person at the Township meeting.

Mr. McConnell agreed. He added he will take a photograph of the sign for the meeting, and he will provide the frame for the award.

i. Joint Council

ii. Municipal Relations and Programs

C. Survey and Landmark

i. Landmark Nominations

ii. Special Programs

A. Heritage Groves

B. Scenic Roads

C. Victory Gardens

Ms. Selpien reported on the two victory gardens and the "guess how much the giant pumpkin weighs" competition at Algonquin at Village Hall. The contest runs until December.

D. Budget

E. MCCD Liaison Report

IX. CHAIRMAN'S REPORT

Mr. McConnell reported that he will make an inquiry of the County Clerk as to why the Coventry House Landmark Ordinance has not yet been recorded.

There was a discussion regarding another tour of the Woodstock Courthouse during the December meeting. Ms. Stelford will contact Nancy Baker at the City to arrange one.

Motion by Mr. Gervais, seconded by Mr. Greeley to move the location of the monthly meeting of the Historic Preservation Commission to take place on December 7, 2016 at 6:30 p.m. at the Old Courthouse in Woodstock and that the tour will be at 6:30, with dinner at 7:00 p.m.

All members voted aye, motion passed.

X. ANNOUNCEMENTS

Ms. Stelford mentioned that on November 15, the Woodstock City Council will be discussing the arts-based study which is a potential use for the Old Courthouse.

XI. ADJOURNMENT

Motion by Commissioner. Greeley, seconded by Commissioner Reighns to adjourn. All members voted aye, motion carried.

The meeting adjourned at 7:17 p.m.



MCHENRY COUNTY
HISTORIC PRESERVATION
MINUTES • NOVEMBER 16, 2016

Public Meeting

Conference Room C

6:30 PM

667 Ware Rd., Woodstock, IL 60098

I. CALL TO ORDER/ROLL CALL

Chairman McConnell called the meeting to order at 6:35 p.m.

II. APPROVAL OF DRAFT MINUTES

1. Historic Preservation - Public Meeting - Nov 2, 2016 6:30 PM

Mr. McConnell had one correction to the minutes.

RESULT:	ACCEPTED AS AMENDED [UNANIMOUS]
MOVER:	Susan Stelford
SECONDER:	Steve Greeley
AYES:	McConnell, Rieghns, Greeley, Gray, Mack, Selpien, Stelford
ABSENT:	Gervais

III. INTRODUCTION OF GUESTS

Mr. Ted Thayer, and Linda Spencer were present.

IV. PUBLIC COMMENT

V. OLD BUSINESS / ACTION ITEMS

A. Commission comments regarding U.S. Department of Transportation proposed changes to Section 106 regulations respecting federal aid highway projects affecting historic sites.

Mr. McConnell explained this a review with regards to federal funded projects that involve historical structures or artifacts.

Mr. McConnell's read his comments to the Commission, and they are as follows:

The 30 day response periods in the following paragraphs of the Draft Programmatic Agreement should be extended to 42 days: VI.A.4.a); VI.A.4.b); VI.C.1.b); VI.C.2.b)(2) and XV.A. This extension is needed to give responding organizations, such as our Commission, which regularly meet on a specific weekday in the first seven days of a calendar month, the opportunity to consider proposed findings and actions subject to the Draft Programmatic Agreement at a regularly scheduled public meeting of the organization rather than convening a special meeting to consider the proposed findings and actions, which would reduce public participation in the organization's considerations and deliberations.

Mr. Foley's comments are below:

"Under the sections describing the responsibilities of the SHPO, the Historic and Architectural Resources Geographical Information System (HARGIS) is stated to be relied upon. (II.C.3 and VI.B.3.d)) However, due to the limited resources of the Illinois Historic Preservation Agency, the

personnel and resources necessary to adequately operate, update, and maintain the HARGIS system are lacking. HARGIS cannot be relied upon for the purposes proposed."

Mr. E.J. Varga from The McHenry County Department of Transportation e-mail the following comments:

Draft dated October 26, 2016

Page 8 of 19

Under VI., B., 3., d) - last line of text - the "an" should be "a"

Page 9 of 19

Under VI., C., - in general within this section - How long will this material be required to be retained? - 4 years, 7 years, indefinitely? - a definite time frame statement for retention should be stated

Page 18 of 19

Appendix A, item 1 - suggest/request that the "40 years" be changed to "60 years" - last wave of the bridge building in Illinois was in the 1950's - the 40 years only takes this back to 1976, the 60 years would take it back to 1956 - on that same line of reasoning, the 1930's was the wave of bridge work prior to the 1950's, consider also the taking back of the years to "80 years", which would be 1936 (that would cover even the oldest bridge involved in McHenry County, i.e. Chapel Hill Road)

Page 19 of 19

Appendix A, item 12 - a comma should be inserted between "...hazard..." and "...and..."

Appendix A, item 13 - remove one of the double spaces between "...bi-directional..." and "...lanes..."

Appendix A, item 15 - add "...county, township, and municipalities..." between the words "...state..." and "right...", and make the word "...right-of-way..." plural with the addition of an "s"

Certified Local Governments in Illinois

Not seeing the McHenry County Historical Society, which I believe is certified, caused me to do some quick research - attached find a copy of other possible entities/organizations that should be reviewed to see if they belong on the list as well.

Ms. Gray suggested changing the date on page 18 to "older than 50 years" so as to protect structures not currently old enough to be landmarked but which will age into eligibility during the duration of the Programmatic Agreement.

Motion by Ms. Stelford, seconded by Ms. Gray to submit the comments that the Commission discussed along with MCDOT's comments and draft resolution as presented by Mr. Foley.

All members voted aye on a voice vote, motion passed.

B. Application for Commissionership: Theodore A. Thayer (two positions open for consideration of recommendation)

Motion by Ms. Stelford, seconded by Ms. Rieghns to go into executive session to consider personnel matters, including applications for appointment as Commissioners.

All members voted aye on a voice vote, motion passed.

The Commission discussed the applications of Mr. Thayer first, and then discussed the application of Ms. Spencer.

Motion by Ms. Stelford, seconded by Ms. Selpien to close executive session and resume regular public session Commissioner. All members voted aye on a voice vote. Motion passed.

Motion by Ms. Gray, seconded by Ms. Selpien to forward, to the Planning and Development Committee, the application of Theodore A. Thayer for appointment as a Commissioner with a term ending November 23, 2018 with a recommendation for approval.

All members voted aye on a roll call vote, motion passed.

C. Applications for Commissionerships: Other applicants (two positions open for consideration of recommendation)

Motion by Ms. Stelford, seconded by Mr. Greeley to forward, to the Planning and Development Committee, the application of Linda Spencer for appointment as a Commissioner with a term ending November 24, 2021 with a recommendation for approval.

All members voted aye on a roll call vote, motion passed.

VI. NEW BUSINESS / ACTION ITEMS

VII. STAFF REPORT

VIII. COMMITTEE REPORTS

A. Communications & Public Relations Committee

- i. Calendar
- ii. Publications
- iii. Website

B. Municipal Liaisons

- i. Joint Council
- ii. Municipal Relations and Programs

C. Survey and Landmark

- i. Landmark Nominations
- ii. Special Programs
 - A. Heritage Groves
 - B. Scenic Roads

C. Victory Gardens

D. Budget

E. MCCD Liaison Report

IX. CHAIRMAN'S REPORT

X. ANNOUNCEMENTS

Ms. Stelford announced that it appears to be the intent of the Woodstock City Council to retain public ownership of the historic courthouse and sheriff's house and jail on the square.

A. January: Annual report is due to the SHPO in Springfield.

Mr. Foley would like the reports sent to him by the end of the year.

B. HPC Elections are held.

C. January/February: Plans for 2017

XI. ADJOURNMENT

Motion by Ms. Stelford, seconded by Ms. Rieghns to adjourn. All members voted aye on a voice vote, motion passed.

The meeting adjourned at 7:24 p.m.



MCHENRY COUNTY
HISTORIC PRESERVATION
MINUTES • DECEMBER 7, 2016

Public Meeting

The Public House

6:30 PM

101 N. Johnson St., Woodstock, IL 60098

I. CALL TO ORDER/ROLL CALL

Mr. McConnell called the meeting to order at 6:40 p.m.

Commissioners Present: Chairman McConnell, Dave Gervais, Steve Greeley, Paula Rieghns, Laurie Selpien; Susan Stelford; and Gail Brown (MCCD Liaison); and Sean Foley (Staff Liaison).

Commissioners Absent: Lynn Gray and Gloria Mack.

II. APPROVAL OF DRAFT MINUTES

1. Historic Preservation - Public Meeting - Nov 16, 2016 6:30 PM

Motion by Mr. Gervais, seconded by Ms. Stelford to approve the minutes of the November 16 HPC meeting.

All members voted aye, motion passed.

RESULT: ACCEPTED BY VOICE

III. INTRODUCTION OF GUESTS

Mr. Brown, Mr. Selpien, Ms. Spencer, and Mr. Stelford.

IV. PUBLIC COMMENT

V. OLD BUSINESS / ACTION ITEMS

Motion by Ms. Stelford, seconded by Mr. Gervais to table tonight's business until the January 4 meeting.

All members voted aye, motion passed.

VI. NEW BUSINESS / ACTION ITEMS

VII. STAFF REPORT

VIII. COMMITTEE REPORTS

A. Communications & Public Relations Committee

- i. Calendar
- ii. Publications
- iii. Website

B. Municipal Liaisons

- i. Joint Council**
- ii. Municipal Relations and Programs**

C. Survey and Landmark

- i. Landmark Nominations**
- ii. Special Programs**
 - A. Heritage Groves**
 - B. Scenic Roads**
 - C. Victory Gardens**

D. Budget***E. MCCD Liaison Report*****IX. CHAIRMAN'S REPORT****X. ANNOUNCEMENTS****XI. ADJOURNMENT**

Motion by Ms. Rieghns, seconded by Ms. Selpien to adjourn. All members voted aye, motion passed.

The meeting adjourned at 6:47 p.m.