

**MCHENRY COUNTY  
HISTORIC PRESERVATION COMMISSION  
January 5, 2011**

**Roll Call**

Commissioners Present: Nick Chirikos, Gloria Mack, David Gervais, Gail Brown, Steve Greeley, Bruce Randall and Denise Collins.

Commissioners Absent: Trisha Doornbosch and Laurie Selpien

Staff: Sean Foley, Dennis Sandquist and Audrey Martin

**Call to Order**

Mr. Chirikos called the meeting to order at 7:03 p.m.

**Approval of Minutes**

Ms. Brown noted a correction regarding moving a paragraph under Old House Support Group to Victory Gardens. Motion by Ms. Brown seconded by Mr. Gervais to approve the minutes of November 3, 2010 as amended. All members present voting aye. Motion carried.

***2011 Budget Overview - Dennis Sandquist***

Mr. Sandquist attended the meeting to present an overview of the HPC budget and answer any questions. He gave a summary of the Commission's expenses from last year and explained the 2011 budget. He encouraged the Commission to use the funds throughout the year and not wait until the end of year to spend them.

The Commission discussed planning for the coming year and ways to best utilize the funds. Mr. Chirikos suggested having a budget report at each meeting every month. If there are expenditures during the year, they will be reported at the following meeting.

**Chairperson Report**

Mr. Chirikos reminded the Commission members that the annual reports are due and should be submitted next month.

**Standing Committee Reports**

***Survey***

Mr. Randall reported that interest in land marking has fallen off. He said people seem to be more interested in renovation. In regards to the rural intensive survey, he met with Ms. Wanaski in November to review the process and what exactly is involved. He submitted an outline to the Commission, which is attached, summarizing the process broken into two categories which include in-house work and field work. Mr. Randall said he and Ms. Wanaski thought it best that the field work be done by the Commissioners because they are more likely to be welcomed and it would be good experience. He will send out an e-mail for the purpose of selecting a time the Commissioners can get together and coordinate some of

the field work. There was some discussion on getting college students or a summer intern do the field work. A press release was discussed that would advertise that the Commission will be during the rural survey.

### **Municipal Liaison**

Ms. Mack submitted her report in writing and it is attached. She was contacted by Mr. and Mrs. McAuley of New Market, Alabama looking for guidance for the Tennessee Valley Civil War Round Table and the Huntsville Alabama Historic Preservation Commission. She may travel to Alabama in April to speak to their Commission.

### **Old House Resources**

#### ***Victory Gardens***

No report.

### **Old House Support Group**

No report.

### **Education**

#### ***Oak Program***

Ms. Collins reported there was no news for the Oak Program, but the resource guide is coming along fine. Next month she will present a PowerPoint to the Commission to show what has been completed so far.

It was noted the Resource Guide will replace the Gazette on the agenda.

### **Communications**

#### ***Website***

No report.

### **Public relations**

Mr. Chirikos stated he sent letters to the editor at the Northwest Herald and Daily Herald. He has not seen the letter published in either of the newspapers.

### **Scenic Roads Subcommittee**

#### ***Fleming Road Application***

Ms. Doornbosch submitted a written report in her absence and it is attached to the minutes. The Commission agreed the changes she noted on the application should be done by the applicant. Mr. Foley will contact the applicant so she can make the corrections. This will be an action item for the next agenda under new business.

### **Grants**

No report.

### **Report from MCCD**

Ms. Brown reported that on behalf of the Powers Walker House, MCCD is being presented with a check for \$150 for an artifact from Questors International. A group from Barrington voted on donating the money to the house on the basis of all the restoration that has been done. The district had the McConnell farmstead, painted.

### **Report from Staff**

Mr. Foley submitted the application for the 2011 IAHPC membership application for Mr. Chirikos to sign.

### **New Business**

#### ***2011 Meeting Dates***

Motion by Ms. Brown, seconded by Mr. Gervais to approve the meeting dates as presented for 2011. All members present voting aye. Motion carried.

#### ***2011 Meeting Times***

After discussion Ms. Brown made a motion, seconded by Mr. Gervais to change the meeting time from 7:00 p.m. to 6:30 p.m. for the coming year. Ms. Brown voted Nay. All others voted aye. Motion passed.

#### ***Selection of Officers***

Ms. Brown nominated Mr. Chirikos for Chairman. Ms. Mack seconded the nomination. There were no other nominations. All members present voting aye. Motion carried.

Mr. Gervais nominated Mr. Greeley for Vice chairman. Mr. Chirikos seconded the nomination. Mr. Chirikos nominated Mr. Gervais for Vice Chair. Mr. Randall seconded. Mr. Gervais refused the nomination. There were no other nominations. All members present voting aye. Motion carried.

Mr. Gervais nominated Mr. Randall for Secretary. Ms. Collins seconded the nomination. There were no other nominations. All members present voting aye. Motion carried.

Mr. Chirikos will decide on the committees he would like and who he would recommend to serve on those committees. This will be an agenda item under new business for the next meeting.

Ms. Brown said she will be putting the Commission's minutes and agendas in a binder for the Commission to have on hand and use as reference.

Mr. Gervais stated he would like Ms. Wanaski to be recognized by the County Board for her hard work and dedication to the Historic Preservation Commission. She has served as staff liaison since 1996. This will be placed on the agenda under new business for the next meeting.

### **Old Business**

No report.

**Summary of action items**

- The Commission will consider nominating Fleming Road as a scenic road pending submittal of a revised application.
- A proclamation will be written by Mr. Chirikos recognizing Ms. Wanaski for her dedication to the Historic Preservation Commission to be presented at County Board.

**Adjournment**

Motion by Mr. Gervais seconded by Mr. Greeley to adjourn. All members present voting aye. Motion carried. The meeting adjourned at 8:53 p.m.

**MCHENRY COUNTY  
HISTORIC PRESERVATION COMMISSION  
February 9, 2011**

**Roll Call**

Commissioners Present: Nick Chirikos, Gloria Mack, Gail Brown, Steve Greeley and Trisha Doornbosch

Commissioners Absent: David Gervais, Denis Collins, Laurie Selpien and Bruce Randall

Staff: Sean Foley, and Audrey Martin

Guests: Lisa Rhoades, Jeff Young and Lynn Gray

**Call to Order**

Mr. Chirikos called the meeting to order at 6:34 p.m. He then introduced Jeff Young from the McHenry County Division of Transportation, Lynn Gray, a member of the Scenic Roads Sub Committee, and Lisa Rhoades with the Fleming Road Advisory Group.

**Approval of Minutes**

Ms. Brown noted a correction regarding who made a motion on the new meeting time. Motion by Ms. Brown, seconded by Mr. Greeley to approve the minutes of January 5, 2011 as amended. All members present voting aye. Motion carried.

Mr. Chirikos pointed out some corrections to the Commission roster. Mr. Foley will make the corrections before the next meeting.

**Chairperson Report**

Mr. Chirikos read a mission statement to the Commission and it is attached to these minutes. He outlined the goals and strategies for the Commission. Included was a list of the 2011 Committees and suggested personnel assignments.

**Scenic Roads**

***Fleming Road Application***

The Commission agreed to move Scenic Roads up on the agenda to proceed with the nomination of Fleming Road.

Ms. Doornbosch thanked Ms. Rhoades for submitting the application and all of the research she had done. Mr. Young stated he was at the meeting for a learning experience. Ms. Mack explained the designation is ceremonial. The townships where the road runs through will be contacted by the Commission and are provided with a copy of the application for their information. The homeowners are also informed and invited to the designation ceremony followed by a small reception.

Motion by Ms. Doornbosch, seconded by Ms. Mack to accept the application by Ms. Rhoades for the Fleming Road Scenic Road Designation, pending two minor revisions. On a voice vote, all members present voted aye. Motion carried.

Mr. Young suggested since Fleming Road is a County highway, the Commission send a letter to the Transportation Committee requesting that they be put on the agenda to do a presentation regarding the Fleming Road designation.

Ms Rhoades thanked the Commission for all their help and guidance in accomplishing the designation.

### **Standing Committee Reports**

#### ***Survey***

No report.

#### **Municipal Liaison**

Ms. Mack submitted her report in writing and it is attached. The Joint Council meeting will be April 6<sup>th</sup> at 7:00 at 113 Benton, which is on the Woodstock square. Mr. Bill Draths, McHenry County Records Manger, will be speaking about how the County records are kept and the new facility. Because this is the same night as the Commission meeting, the Commission will meet at the Joint Council location.

#### **Old House Resources**

No report.

#### **Old House Support Group**

No report.

#### **Education**

No report.

#### **Communications**

##### ***Website***

Ms. Doornbosch stated she was having some issues with an error message she is receiving while trying to post a file on the website. She will contact the Commission's internet provider to see if this can be resolved.

#### **Public relations**

This topic was covered in the mission statement that was read by Mr. Chirikos.

#### **Grants**

No report.

#### **Report from MCCD**

Ms. Brown reported that the Festival of the Sugar Maples will be held in Coral Woods the first two weekends in March.

### **Report from Staff**

Mr. Foley reviewed the updated budget figures. He said the Village of Fox River Grove is working on a new comprehensive plan and they are expecting to adopt it in April. He does not know if there are any historic issues in the plan that would affect the Commission. This would be in regards to the intergovernmental agreement. He also stated it was time for the local Government recertification.

Mr. Foley asked for some information in order to fill out the certified local government questionnaire. He asked what landmarks have been designated in the last year. The Commission stated Barber Cemetery was designated on April 17<sup>th</sup> 2010. The Commission said there were 21 landmarks; however with the loss of the Allendale Bridge, there are now 20. Mr. Foley will update the landmark list with the latest information.

### **New Business**

#### ***Proclamation for Maryanne Wanaski's Service***

Mr. Foley presented a copy of the proclamation for the Commission. It was signed and dated by Mr. Chirikos. Mr. Foley will get Mr. Randall's signature.

#### ***Retreat Schedule and Venue for Rural Intensive Survey***

It was decided to table this topic until Mr. Randall was able to be present.

Ms. Doornbosch inquired about liability insurance for the Commission members when they go out to do the rural intensive survey. Mr. Foley will research this matter.

Mr. Chirikos stated he would like some Historic Preservation documents to be linked directly from the County's website and to have them be in the same format as the County's web pages for consistency.

### **Old Business**

No report.

### **Adjournment**

Motion by Ms. Brown, seconded by Ms. Mack to adjourn. All members present voting aye. Motion carried. The meeting adjourned at 8:15 p.m.

**MCHENRY COUNTY  
HISTORIC PRESERVATION COMMISSION  
March 2, 2011**

**Roll Call**

Commissioners Present: Nick Chirikos, Gail Brown, Gloria Mack, David Gervais, Denise Collins, Laurie Selpien, Bruce Randall, Trisha Doornbosch and Steve Greeley

Staff: Sean Foley, and Audrey Martin

**Call to Order**

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

**Approval of Minutes**

There were some typos noted. Motion by Mr. Gervais, seconded by Mr. Greeley to approve the minutes of February 9, 2011 as amended. All members present voting aye. Motion carried.

**Chairperson Report**

Mr. Chirikos submitted his report in writing and it is attached. He thanked the Commissioner's who were able to attend last month's rescheduled meeting. Ms. Brown mentioned she would like to cancel meetings when the attendance is light even though there may be a quorum, because it makes it difficult to conduct any productive business. The Commission agreed.

**Standing Committee Reports**

**Survey**

Mr. Randall stated he sent an e-mail to the Commissioners asking for times they can be available to finish Hebron Township. He said he will try to accommodate everyone's schedule.

Ms. Doornbosch brought up the issue of liability. She had mentioned this at the last meeting. Mr. Foley reported that the Commission is covered by the County's liability insurance in so far as professional duties, but it does not cover field work. She thinks the Commission should use the technology that is available before actually going out to the sites. After discussion, Mr. Randall said he will look into what is the best source available to use as a starting point.

**Municipal Liaison**

Ms. Mack submitted her report in writing and it is attached. She distributed the flyer for the April 6th Joint Council meeting. She said Hebron is very interested in the having the water tower landmarked. She sent them information and will be attending their March 7th meeting to discuss the designation.



Ms. Mack is going to be attending the Village of Cary meeting to ask them to reconsider Cary Cemetery's landmark designation.

## **Education**

### ***Resource Guide***

Ms. Collins presented the draft of the Resource Guide to the Commission. The Commission offered suggestions and Ms. Collins asked them to contact her if they think of any additional ideas. The guide will be completed in the next few months.

## **Buildings and Facades**

### ***Old House Support Group***

Mr. Chirikos reported the owner of a landmarked property known as Bettendorf Castle, in the Village of Fox River Grove, wanted to open his residence to the public for social gatherings, tours and other events. The neighbors are against this because of increased noise and traffic. It was voted down at a zoning hearing. Mr. Chirikos gave a copy of the Ordinance and Intergovernmental agreement to one of the trustees. He is interested in land marking the ski jump.

## **Public relations**

### ***Website***

Ms. Doornbosch said she has been having problems with the web site. She referenced an e-mail she sent asking if the County's IT Department could help. Mr. Foley said since it is not a County web site; they would not be able to do anything. Ms. Doornbosch said she cannot continue to work on the site if this continues. After discussion, Mr. Chirikos offered to rebuild the site with another software program and see if he can get better results.

### ***Victory Gardens***

Ms. Selpien stated she would like to get more volunteers for the County garden. Right now, there seems to be only one employee willing to help, but she does not want to do it alone. Mr. Foley asked Ms. Selpien to send her some verbage on what she is looking for and he will send out an e-mail to the employees asking for more volunteers.

## **Scenic Roads**

### ***Fleming Road Application***

Ms. Doornbosch reported she attended the Division of Transportation meeting along with Mr. Foley Ms. Mack and Mr. Sandquist. Ms. Doornbosch did a short presentation and the DOT agreed to pay for the scenic road signs.

A letter will be sent to the residents and appropriate dignitaries informing them of the ceremony which will be held on April 30th at 1 p.m. at the corner of Fleming and Country Club Road.

## **Grants**

Mr. Greeley submitted his report in writing and it is attached. The deadline is approaching for using the funds from the National Trust Grant for the resource guide. The following phrase needs to be inserted in the booklet: This project has been funded in part by a grant

from the National Trust for Historic Preservation that was made possible by a gift from the Donnelley Family Endowed Fund.

**Report from MCCD**

Ms. Brown reported there is one more weekend for the Festival of the Sugar Maples held in Coral Woods.

**Report from Staff**

Mr. Foley stated he updated the Commission roster and sent in the Certified Local Government Annual Report Document. He brought the proclamation for Ms. Wanaski's service to the Commission to be signed by Mr. Chirikos and Mr. Randall. It will be presented to her this Friday at the Planning and Development Department meeting.

**New Business**

None.

**Old Business**

Ms. Mack asked about the landmark photographs. They still are not on display. She said she will take on that responsibility.

**Adjournment**

Motion by Ms. Mack, seconded by Ms. Collins to adjourn. All members present voting aye. Motion carried. The meeting adjourned at 8:45 p.m.

**McHenry County  
Historic Preservation Commission  
April 6, 2011**

**Roll Call**

Commissioners Present: Nick Chirikos, Gloria Mack, Steve Greeley, Trisha Doornbosch, Dave Gervais, Denise Collins, Laurie Selpein and Bruce Randall.

Commissioners Absent: Gail Brown

Staff Present: Sean Foley

**Call to Order**

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

**Approval of Minutes**

Mr. Chirikos made a motion that approval of the March minutes be tabled until the May 4, 2011 regular meeting. The motion was seconded by Ms. Selpein. All members present voting aye. Motion carried.

**Chairperson Report**

Mr. Chirikos reported that he and Ms. Doornbosch have been working on the Website and it is up and running.

**Scenic Roads**

Ms. Mack reported that the pending April 30<sup>th</sup> Scenic Roads program is underway. The reception following the ceremony will be held at the Woodstock Country Club, and will be hosted by Fleming Road residents. She also reported that she will be calling Tina Hill to say a few words on behalf of the County.

**Victory Garden**

Ms. Selpein reported that she had talked to John Hadley, McHenry County Facilities Manager. He informed her that there is now a County Green Committee. Ms. Selpein reported that she would contact the chairperson and attend their next meeting.

**Adjournment**

At 6:50, a motion to adjourn was made by Ms. Mack and seconded by Mr. Randall. All present voting aye. Motion carried.

**McHenry County  
Historic Preservation Commission Agenda  
Joint Council Meeting  
Wednesday, 6<sup>th</sup> of April, 2011**

**113 South Benton Street, Woodstock Square  
7:00 p.m.**

CALL TO ORDER

ROLL CALL

INFORMATION ITEMS / ANNOUNCEMENTS

FLEMING ROAD CEREMONY: Trisha Doornbosch and Gloria Mack

WEB SITE UPDATE: Nick Chirikos

VICTORY GARDENS: Laurie Selpien

ADJOURNMENT

JOINT COUNCIL

**MCHENRY COUNTY  
HISTORIC PRESERVATION COMMISSION  
May 4, 2011**

**Roll Call**

Commissioners Present: Nick Chirikos, Gloria Mack, Trisha Doornbosch, Laurie Selpien, Denise Collins, Gail Brown, Steve Greeley and David Gervais

Commissioners Absent: Bruce Randall

Staff: Sean Foley, and Audrey Martin

**Call to Order**

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

**Approval of Minutes**

***March 2, 2011***

Motion by Mr. Gervais, seconded by Mr. Greeley to approve the minutes of the March 2, 2011 Historic Preservation Commission meeting. All members present voting aye. Motion carried.

***April 6, 2011***

Motion by Mr. Gervais, seconded by Mr. Selpien to approve the minutes of the April 6, 2011 Historic Preservation Commission meeting. All members present voting aye. Motion carried.

**Chairperson Report**

Mr. Chirikos submitted his report in writing and it is attached. He thanked the members of the Commission who attended the Joint Council meeting last month which was held after the Commission's meeting. He also thanked Ms. Doornbosch, Ms. Mack and Ms. Grey for their work on the Fleming Road scenic road dedication.

**Standing Committee Reports**

***Survey***

No report.

**Municipal Liaison**

Ms. Mack submitted her comments in writing and they are attached. Ms. Mack and Mr. Gervais attended the Hebron Village Board meeting on March 7th and discussed entering into an intergovernmental agreement for land-marking the Hebron water tower. The only restriction would be to keep the tower painted as a basketball. It could not be painted over or it would lose the land-marking status. She will submit the application once the intergovernmental agreement is received.

Ms. Lynn Grey arrived at 6:54 p.m.

## **Building and Facades**

No report.

## **Old House Resources**

No Report.

## **Education**

### ***Historic Resource Guidebook***

The guidebook's draft was submitted to the Commission for review. It should be printed and ready to go within the next month. Mr. Greeley will send a copy to the National Trust once the final review has been completed.

## **Public Relations**

Ms. Mack reported that the designation ceremony for Fleming Road went very well. She thanked Mr. Foley for creating the program and Mark DeVries from MCDOT for installing the sign. County Board member, Tina Hill was also there to speak. Thank you notes have been sent on behalf of the Commission to Lisa Rhoades, John and Marilyn Krenger, and Tina Hill.

## ***Victory Gardens***

Ms. Selpien stated Mr. Cory Horton, from the County, will be doing the tilling. She contacted the food pantry where the food is delivered and asked if the people, who receive the food, would be willing to volunteer in the garden. The food pantry stated they do not want to ask their clients. It was suggested going to Court Services to see if they can get citizens that are required to do community service to work in the garden.

## **Special Programs**

### ***Web Site***

Ms. Doornbosch thanked Mr. Chirikos for taking over the website from her. Ms. Doornbosch was very pleased with the Fleming Road dedication ceremony and agreed it was a success.

## ***Heritage Groves***

Ms. Collins suggested contacting Lisa Haderlien, with the Land Conservancy, to see if she would like to help the Commission kick start the Heritage Grove Program. She is very familiar with the groves of the County.

Mr. Chirikos reported he spoke at Greenwood Elementary School to Mrs. Mather's fourth and fifth grade class. He spoke to the class about the HPC and the Scenic Roads Program. Mrs. Mather would like to nominate Greenwood Road and make this into a class project.

## **Budget**

### ***Grants***

Mr. Greeley informed the Commission that the National Trust will not give grant money for the rural survey because they delegate those funds exclusively to the IHPA.

### **Report from MCCD**

Ms. Brown noted the living history open house at Powers Walker house is on May 15th from noon to four.

### **Report from Staff**

No Report.

### **New Business**

#### ***IAHPC Conference***

This conference is being held on June 2-4 in Godfrey, Illinois. Registration for the conference is \$85 and Mr. Chirikos and Ms. Doornbosch would like to attend.

Motion by Ms. Brown, seconded by Mr. Gervais to approve \$225 per person to attend the IAHPC Annual Conference in June.

After discussion the motion was amended as follows: motion by Ms. Brown, seconded by Mr. Gervais to approve \$210 per person, for two people, to attend the IAHPC Annual Conference in June.

The voice vote was as follows: Ms. Brown: aye, Ms. Mack: aye, Mr. Gervais: aye, Ms. Collins: aye, Ms. Selpien: aye, Ms. Doornbosch: aye, Mr. Greeley: aye, Mr. Chirikos: aye. Motion passed.

Ms. Mack told the Commission the Ostend Cemetery sign has been damaged from the blizzard in February. She is going to contact someone about repairing it.

#### ***Renewal of webhosting service***

Mr. Chirikos was notified by Webhost4life that the plan is coming due for the annual renewal. The fee is \$71.40. The renewal date is June 3rd, 2011.

Motion by Mr. Gervais, seconded by Ms. Mack to reimburse Mr. Chirikos the \$71.40 towards the renewal fee for the website host.

The voice vote was as follows: Ms. Brown: aye, Ms. Mack: aye, Mr. Gervais: aye, Ms. Collins: aye, Ms. Selpien: aye, Ms. Doornbosch: aye, Mr. Greeley: aye, Mr. Chirikos: aye. Motion passed.

#### ***Proposal for Establishing Tax Credits to Promote the Historic Preservation of Buildings***

Ms. Doornbosch stated she would like the Commission to think about incentives for people to plaque historic buildings and one of the incentives would be the Historic Preservation Tax Credit Bill which is presently in the Rules Committee. If it is not approved by the State, she would like to know if there is something the County can do to give tax breaks to people

who would like to plaque their building. Ms. Doornbosch will explore other options when she attends the IAHPC Conference.

Ms. Brown informed Mr. Chirikos that there are some people who are restoring the McConnell Farmstead in Richmond, and they have requested to meet with Mr. Chirikos for his help.

Ms. Collins stated she bought a converter that converts PowerPoint presentations to movies and thought the Commission could build a YouTube site. The site could be linked right from the Historic Preservation website.

### **Old Business**

None.

### **Adjournment**

Motion by Ms. Doornbosch, seconded by Ms. Mack to adjourn. All members present voting aye. Motion carried. The meeting adjourned at 8:20 p.m.



**MCHEMRY COUNTY**  
**HISTORIC PRESERVATION COMMISSION**  
**June 1, 2011**

**Roll Call**

Commissioners Present: Nick Chirikos, Gloria Mack, Trisha Doornbosch, Laurie Selpien, Denise Collins, Steve Greeley. Lynn Grey (Scenic Roads Subcommittee) and David Gervais

Commissioners Absent: Bruce Randall and Gail Brown

Staff: Sean Foley, and Audrey Martin

**Call to Order**

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

**Approval of Minutes**

***March 2, 2011***

Motion by Mr. Gervais, seconded by Ms. Selpien to approve the minutes of the May 4, 2011 Historic Preservation Commission meeting. All members present voting aye. Motion carried.

**Chairperson Report**

Mr. Chirikos stated he is looking forward to going to the Illinois Association of Historic Preservation Committees Conference in Godfrey IL.

**Standing Committee Reports**

***Survey***

No report.

**Municipal Liaison**

Ms. Mack submitted her report in writing and it is attached. She reported on the Hebron water tower, the Ostend Cemetery and a victory garden for the Wonder Lake Food Pantry. She has been surveying the cemeteries in McHenry County to assure Civil War Veterans graves have readable markers.

**Education**

***Historic Resource Guidebook***

The Resource Guide will be discussed under Old Business.

**Building and Facades**

No report.

**Old House Resources**

No report.

## **Public Relations**

Ms. Doornbosch submitted her report in writing and it is attached. She reported that she contacted home improvement stores regarding the rebate program which would give incentives for people to landmark their historic homes. She looked at landmark properties in the County and the plan would affect about 176 properties. She would like to include other preservation groups. Ms. Doornbosch said she will get in touch with Ms. Brown regarding information on land marking.

Ms. Doornbosch also inquired about endangered properties. She would like to have a list of endangered sites in the County posted on the web site. The Commission does have a nomination and historic endangered form.

## **Public Relations**

### ***Victory Gardens***

Ms. Selpien reported that tomatoes, peppers, broccoli and cabbage are growing. Mr. Cory Horton, a County employee, is helping to take care of the garden and Tom's Farm Market will be growing another victory garden this year. Mr. Chirikos suggested taking pictures of the gardens to post on the web site.

## **Special Programs**

### ***Web Site***

Mr. Chirikos submitted the receipt for the renewal of the web hosting service.

### ***Heritage Groves***

No Report.

Mr. Chirikos told the Commission there may be a new witness tree. He is meeting with someone next week who will take him to see the tree. He will report back to the Commission next month.

### ***Scenic Roads***

Mr. Chirikos said he received an e-mail from Ms. Mather of the Greenwood School. Her class is proceeding with the Greenwood Road Nomination. They have filled out the nomination form and continue to do research.

## **Budget**

### ***Grants***

Mr. Greeley stated he received an e-mail (attached) stating the final report for the resource guide is due by August 29, 2011. The Commission will also need to supply proof of payment and a printed copy of the guide. He also received a letter from the McHenry County Community Foundation regard another grant he applied for, but it was denied.

## **Report from MCCD**

No report.

## **Report from Staff**

Mr. Foley distributed a copy of the latest budget.

## **Old Business**

### ***Historic Resources Guidebook***

The Commission discussed how many copies of the resource guide should be produced. They agreed on 500 copies. The money has to be spent by the end of August. After discussing the possible cost, Mr. Gervais suggested postponing the discussing until next month so they can research exactly what the cost would be to print 500 copies. Ms. Collins will also investigate other alternatives for printing.

## **New Business**

### ***Ford School***

Ms. Selpien reported she went before the Lake in the Hills Village Board and 5 of the 6 trustees, plus the Village President said they will do whatever they can to get the school moved back to its original spot in Lake in the Hills. Ms. Selpien said there is someone who has all of the original books from the school and he is willing to donate them.

Mr. Chirikos said he was contacted by someone in Spring Grove regarding the English Prairie School which is owned by Thelen Gravel Company. He received a call and was told that the Richardson family, of Richardson Farm is interested in having the building moved on to their property.

## **Adjournment**

Motion by Mr. Gervais, seconded by Ms. Collins to adjourn. All members present voting aye. Motion carried. The meeting adjourned at 7:44 p.m.

**MCHENRY COUNTY  
HISTORIC PRESERVATION COMMISSION  
July 6, 2011**

**Roll Call**

Commissioners Present: Nick Chirikos, Gloria Mack, Trisha Doornbosch, David Gervais, Steve Greeley, Gail Brown, Bruce Randall and Lynn M. Gray (Scenic Roads Subcommittee)

Commissioners Absent: Denise Collins & Laurie Selpien

Staff: Sean Foley, Darrell Moore and Audrey Martin

**Call to Order**

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

**Approval of Minutes**

Motion by Ms. Mack, seconded by Mr. Gervais to approve the minutes of the June 1, 2011 Historic Preservation Commission meeting. All members present voting aye. Motion carried. Ms. Brown abstained.

**Chairperson Report**

Mr. Chirikos reported on his visit to the Statewide Preservation Conference. His full report is attached to these minutes.

Mr. Randall arrived at 6:40 p.m.

**Standing Committee Reports**

**Survey**

Mr. Randall stated he has been trying alternate ways to do the survey such as Google Earth and Google Streets, but if the Commission is going to match the work they did in the past, he said field work looks to be the best method.

The Commission discussed ways to acquire volunteers and when to begin the preliminary work for the survey.

Motion by Ms. Brown, seconded by Ms. Mack to postpone the prep work on the rural survey until September, 2011 and in November, when the leaves fall, they will be ready to begin Hebron Township. She would like to make the pictures in the hall a priority.

Mr. Gervais stated the pictures can be completed any time and the survey should be a priority. He also said he would like to expand beyond one township. Ms. Brown said the Commission should concentrate on one township at a time.

All members present voting aye. Motion carried.

### **Municipal Liaison**

Ms. Mack submitted her report in writing and it is attached. She spoke with Nancy Fike regarding having the Fall Joint Council meeting in Harvard in the Star Line Building. She reported the Ostend Cemetery has a new plastic sign. Mr. Gervais questioned if the Cemetery should have a Certificate of Appropriateness regarding the sign. He said he may be able to make a sign and reconstruct it so it looks like the original.

After discussion, Mr. Gervais offered to contact to the manager, Mr. Freels, about building a new sign for the cemetery.

### **Building and Facades**

Mr. Chirikos met Kurt Johnson, a woodworking & furniture restorer. He sent his name to the people who maintain the resource list for the Joint Council.

### **Old House Resources**

This is covered in the report for the State Preservation Conference.

### **Education**

#### ***Historic Resource Guidebook***

Ms. Collins sent an e-mail to the Commission with three options for printing the Resource Guide since she was unable to attend. There will be some money left over from the grant and the Commission discussed using that for postage.

Motion by Mr. Greeley, seconded by Ms. Brown to use the services of *Printplace.com* to print 4,000 booklets with shipping for a total of \$2,235.94 based on the recommendation by Ms. Collins.

The roll call vote was as follows: Mr. Chirikos, Ms. Mack, Ms. Doornbosch, Mr. Gervais, Mr. Greeley, Ms. Brown, and Mr. Randall: Aye. There were no Nays. Motion passed.

Motion by Mr. Greeley, seconded by Ms. Brown to allocate the remaining funds of \$214.06, for postage, packaging and shipping cost, if approved by the National Trust.

The roll call vote was as follows: Mr. Chirikos, Ms. Mack, Ms. Doornbosch, Mr. Gervais, Mr. Greeley, Ms. Brown, and Mr. Randall: Aye. There were no Nays. Motion passed.

### **Public Relations**

Ms. Doornbosch updated the Commission on her effort to find incentive programs for people who have had their house landmarked. She spoke with someone at Farm and Fleet who suggested buying gift cards and distributing them to people. Lowes and Home Depot stated they cannot give the Commission money for this because we are not a charity. Ms. Doornbosch said she may call the marketing departments of the home stores to see if they are willing to advertise.

## **Special Programs**

### ***Web Site***

### ***Heritage Groves***

No Report.

### **Scenic Roads**

Ms. Doornbosch and Ms. Gray reviewed the scenic road application for Greenwood Road submitted by Ms. Mather's class. Ms. Doornbosch suggested voting on the application next month so the class could be invited to watch the Commission vote. She said there are several properties on Greenwood Road that could be considered for land marking. Ms. Doornbosch submitted her report from the conference to the Commission.

### **Budget**

#### ***Grants***

No report.

### **Report from MCCD**

Ms. Brown stated that MCCD is celebrating their 40th anniversary. There are events this Saturday at the Lost Valley Visitors Center from 10-2 and the Powers Walker House will be open for tours.

### **Report from Staff**

Mr. Foley reported that Ms. Doornbosch submitted her expense report for the Preservation Conference and the amount is more than the \$210.00 per person the Commission agreed upon.

Motion by Mr. Gervais seconded by Mr. Greeley to approve the additional reimbursement of \$89.90 to approve additional reimbursement of \$89.90 which is the excess amount of the \$210 that was previously approved to cover Ms. Doornbosch's additional cost for her room and the registration fee, and that staff be directed to acquire the payment out of the office supplies budget.

The roll call vote was as follows: Mr. Chirikos, Ms. Mack, Mr. Gervais, Mr. Greeley, Ms. Brown, and Mr. Randall: Aye. Ms. Doornbosch abstained. Motion passed.

### **New Business**

Mr. Chirikos stated the domain name for the website is due to expire on July 25th. There is an option to renew for one year at \$12.99, two years for \$58.98 or 3 years for \$38.97.

Motion by Mr. Chirikos, seconded by Ms. Brown to approve the purchase of a 3-year extension for the website.

Mr. Gervais pointed out any finance expenditures should be on the agenda as an action item. The motion withdrawn and the topic will be placed on the agenda for next month.

Motion by Mr. Gervais, seconded by Ms. Mack to approve a 3-year extension of the Historic Preservations website. All members present voting aye. Motion carried.

Ms. Brown stated she has been very encouraged by Ms. Gray's enthusiasm and the Commission has appreciated her involvement. She would like her to be considered for the next Commission opening.

Motion by Ms. Brown, seconded by Ms. Mack to have Ms. Gray fill the next available open position on the commission.

Mr. Gervais informed the Commission they are not allowed to vote on anything before there is a public announcement. The motion was withdrawn.

Ms. Brown informed the Commission she is resigning. However, she is not resigning as the MCCD liaison; she is just giving up her voting rights as a regular commissioner. She submitted her resignation to Mr. Chirikos.

The Commission thanked Ms. Brown for her service and noted they are happy that she will still attend the meetings and act as an advisor.

**Adjournment**

Motion by Ms. Brown, seconded by Ms. Mack to adjourn. All members present voting aye. Motion carried. The meeting adjourned at 8:06 p.m.

**MCHENRY COUNTY  
HISTORIC PRESERVATION COMMISSION  
August 3 2011**

**Roll Call**

Commissioners Present: Nick Chirikos, Gloria Mack, Trisha Doornbosch, David Gervais, Steve Greeley, Gail Brown, Bruce Randall and Laurie Selpien

Commissioners Absent: Denise Collins and Gail Brown

Guests: Lynn Gray and Nicolas Spoor

Staff: Darrell Moore and Audrey Martin

**Call to Order**

Mr. Chirikos called the meeting to order at 6:34 p.m. He asked that the list of Commissioners be attached to future agendas.

**Approval of Minutes**

Ms. Doornbosch would like it stated in the minutes that she submitted her report from the State Conference last month. This will be added in the minutes for last month. Mr. Chirikos noted there was a report included in the minutes but it was not signed. It was determined it was Ms. Mack's report. She signed it and it was resubmitted.

Motion by Mr. Gervais, seconded by Ms. Mack to approve the minutes of the July 6, 2011 Historic Preservation Commission meeting. All members present voting aye. Motion carried.

The Commission agreed as a whole to conduct the interviews for the open Commission member slot at the beginning of the meeting. Mr. Spoor left the room and the Commission started with Ms. Gray.

Ms. Gray has been attending meetings as a member of the Scenic Road Sub Committee. Mr. Chirikos asked Ms. Gray if she had any questions for the Commission. She stated she has been attending meetings and has a good understanding of what the Commission does. She said she is reliable and would make it a point to attend all of the meetings. Mr. Greeley asked her if she would continue her role in the scenic roads subcommittee. She said she would and is very interested in participating in the rural survey. She noted she has some background in research. She stated she hopes the Commission gives her the opportunity to assist. There were no more questions and the interview was concluded.

Mr. Spoor was the next person to be interviewed. Mr. Chirikos said he has been acquainted with Mr. Spoor from previous business relationships in his capacity as an architect. Mr. Spoor said he has always had an interest in historic preservation and has studied the



history of architecture. He has worked on the Raue Center and has been involved in Habitat for Humanity. He is the Chairman of the Building Committee for Habitat of McHenry County and the chairman of the Re Store Committee which, he explained, is like a thrift store for building materials which is used to raise funds for the affiliates to build more houses. The Commission thanked Mr. Spoor for his time.

Mr. Gervais pointed out there is another applicant, Glynnis Walker. Mr. Chirikos said he called Ms. Walker and she is aware of the meeting. The Commission decided to wait until the next meeting to make a decision and give Ms. Walker another opportunity to meet with the Commission.

Motion by Mr. Gervais, seconded by Mr. Randall to move to closed session. All members present voting aye. Motion carried.

The Commission went to closed session. No action was taken.

Motion by Mr. Gervais, seconded by Mr. Randall to leave closed session. All members present voting aye. Motion carried.

#### **Chairperson Report**

Mr. Chirikos expressed his feelings on Ms. Brown's resignation stating he is saddened but thankful that she is staying on in an advisory capacity and as the MCCD Liaison. He is looking forward to interviewing and getting to know potential commissioners.

#### **Standing Committee Reports**

##### **Survey**

Mr. Randall stated he would like the Commission to choose dates in September to start the prep work for the rural survey. He will take all of the potential dates and pick a date that works best for everyone.

##### **Municipal Liaison**

Ms. Mack submitted a written report and it is attached to these minutes. She informed the Commission the next Joint Council meeting will be held on September 28th at 7:00 p.m. She is also planning on attending the Village of Greenwood meeting regarding Greenwood Road. Ms. Mack noted the road is in the Village and in the Township. She said she will ask the Village of Greenwood if they will pay for the scenic road signs. She stated she spoke to the nominator, Ms. Mather, and she would prefer the ceremony be held on a Friday so the children could attend.

There was a short discussion on having a self-guided auto tour of the scenic roads. A person could turn their radio to a specific station and hear a narration explaining the significance of the scenic road. This will be placed on the agenda for the next month.

##### **Building and Facades**

No report.

### **Old House Resources**

No report.

### **Education**

No report.

### ***Historic Resource Guidebook***

Mr. Greeley stated he received an e-mail stating that the guidebooks have been shipped. There is still a balance of \$227.76 to spend on the packaging and postage which should be spent by the end of the month. A report is due to the National Trust by August 29th.

Motion by Mr. Greeley, seconded by Mr. Gervais to approve the reimbursement of \$2,272.24 to Mr. Greeley for the printing of the resource books. Motion approved by a roll call vote. Motion is passed.

### **Public Relations**

No report.

### ***Ford School***

Ms. Selpien received an e-mail from the Lake in the Hills Historical Society stating they have until November 1<sup>st</sup> to move the School at a cost of \$14,500 plus \$10,400 for the foundation. They are not looking at it as a repurpose building, but they will rent the building for \$1.00. Ms. Selpien says the Historical Society is asking the Commission for money to help with the cost.

### **Special Programs**

#### ***Web Site***

Mr. Chirikos said he updated the website with a picture of the students from Ms. Mather's class.

#### ***Heritage Groves***

No Report.

### **Scenic Roads**

#### ***Greenwood Road Application Review***

Ms. Doornbosch asked the Commission if they had any input on the application. There was a brief discussion on the review process.

The Commission also discussed having the ceremony on a weekend because there a lot of people, including County Board members, who would have a hard time attending if the ceremony were held during the week.

Motion by Ms. Doornbosch, seconded by Ms. Mack to approve the Greenwood Road Scenic Road Application. All members present voting aye. Motion carried.

Mr. Chirikos congratulated all of the students for nominating Greenwood Road. He also thanked Ms. Mack and Ms. Doornbosch for their part in coordinating with the class. Ms. Mack will attend the September 7, Department of Transportation meeting.

### **Budget**

Mr. Chirikos noted he has paid for the 3-year domain name registration for the Historic Preservation website. The total was \$38.97. He also added domain privacy for \$8.99 per year bringing the total to \$47.96.

Motion by Mr. Chirikos, seconded by Mr. Gervais to approve the \$47.96 for the domain name registration for 3 years, including domain privacy. The motion was approved by a roll call vote. Motion passed.

Mr. Chirikos stated there was money available from the State for attending the IHPA State conference. Mr. Moore said the application has been completed and mailed.

### **Report from MCCD**

No report.

### **Report from Staff**

No report.

### **New Business**

Mr. Gervais would like a Certificate of Appreciation or resolution to recognize Ms. Brown for her service on the Commission. He would like it to come from the County Board. Mr. Moore said they would prepare a resolution for approval at the next meeting.

Motion by Mr. Gervais, seconded by Ms. Mack that the Commission submits, to the county board, a request for recognition of Ms. Brown's service to the Commission. All members present voting aye. Motion carried.

Mr. Chirikos mentioned he has received an invitation to Bettendorf Castle in Fox River Grove for a reception on Saturday, September 10. The Castle has been plaqued by the McHenry County Historical Society. Mr. Chirikos stated the neighbors and the City Council are not happy about this because of the potential traffic.

### **Adjournment**

Motion by Ms. Doornbosch, seconded by Mr. Randall to adjourn. All members present voting aye. Motion carried. The meeting adjourned at 8:11 p.m.

**MCHENRY COUNTY  
HISTORIC PRESERVATION COMMISSION  
September 7, 2011**

**Roll Call**

Commissioners Present: Nick Chirikos, Gloria Mack, Steve Greeley, Denise Collins and Laurie Selpien

Commissioners Absent: Gail Brown, Trisha Doornbosch, Bruce Randall and David Gervais

Guests: Glynnis Walker

Staff: Sean Foley and Audrey Martin

**Call to Order**

Mr. Chirikos called the meeting to order at 6:37 p.m.

**Approval of Minutes**

Motion by Mr. Greeley, seconded by Ms. Selpien to approve the minutes of the August 3, 2011 HPC minutes. All members present voting aye. Motion carried.

Mr. Chirikos introduced Ms. Glynnis Walker. She is a candidate for the open Commission member vacancy. Ms. Walker stated she is very interested in preserving the County. She is concerned about the farms that are disappearing. She wrote a book with her daughter called *The Lost Farms of McHenry County*. She thinks it is very important to preserve the history of the County.

Mr. Chirikos asked Ms. Walker what ideas she would suggest to promote the Commission. She answered the Commission needs to publicize themselves more. The Commission should notify the newspapers about the Greenwood Road dedication. She said the Commission should also let the schools know they can use them as a resource.

Mr. Chirikos thanked Ms. Walker for coming in and said voting will take place at the October meeting.

**Chairperson Report**

Mr. Chirikos submitted his report in writing and it is attached. He reported that the *Historic Resources Guide* has been received and some copies have already been distributed. He asked the Commission members to continue to distribute them throughout around the County. Mr. Chirikos will be attending a County Board meeting in the future to ask the members to distribute them to their friends and colleagues.

The Commission agreed to keep a list of whom they distribute the guides to and give that list to Mr. Foley so they can keep track of who received the guides.

Ms. Collins stated she will be retiring from the Commission. She is sorry to leave, but she does not have the time to commit to the Commission. Ms. Collins said she will submit her letter of resignation later this month.

Mr. Chirikos has taken over the Trades Resource list. He made some changes and posted it on the website.

Ms. Collins left the meeting at 7:00 p.m.

### **Standing Committee Reports**

#### ***Survey***

No report.

#### **Municipal Liaison**

Ms. Mack submitted her report in writing and it is attached. She encouraged the Commission to attend the next Joint Council Meeting (September 28<sup>th</sup> @ 7 p.m. at the *Starline* building in Harvard).

She reported she had received a message from the Hebron Village Clerk regarding the Hebron Water Tower. The Village declined land marking the tower. Ms. Mack will request a copy of the minutes from the meeting because she was not notified when it would be up for discussion.

Ms. Mack attending the Transportation Committee Meeting and spoke about the Greenwood Road scenic road nomination. She will contact Ms. Mather regarding a date for the dedication ceremony.

#### **Building and Facades**

No report.

#### **Old House Resources**

The Trades Resource list has been updated and posted on the website.

#### **Education**

No report.

#### **Public Relations**

##### ***Victory Garden***

Ms. Selpien noted that the fence needs to be repaired. There has been 76 pounds of food taken from the garden and given to the Lake in the Hills Food Pantry.

She said Mr. Handley asked if they want to expand the garden. Ms. Selpien said it is a good idea, but it cannot be done without more help.

#### **Special Programs**

##### ***Web Site***

No Report.

***Heritage Groves***

No Report.

**Scenic Roads**

No Report.

**Budget**

No report.

**Report from MCCD**

No report.

**Report from Staff**

Mr. Foley distributed copies of the budget showing the past two months. The Commission discussed spending money on the landmark pictures for the hallway in the Administration Building and a new camera and other supplies for the Rural Intensive Survey. The spending money for the pictures and Rural Intensive Survey supplies will be added as an agenda item for the October meeting.

**New Business**

None.

**Adjournment**

The meeting adjourned at 7:40 p.m.

**MCHENRY COUNTY  
HISTORIC PRESERVATION COMMISSION  
October 5, 2011**

**Roll Call**

Commissioners Present: Gloria Mack, Laurie Selpien, Bruce Randall, David Gervais, Trisha Doornbosch, Gail Brown and Lynn Gray (Scenic Streets and Roads)

Commissioners Absent: Nick Chirikos and Steve Greeley

Staff: Sean Foley and Audrey Martin

**Call to Order**

Mr. Randall called the meeting to order at 6:31 p.m.

**Approval of Minutes**

Motion by Ms. Mack, seconded by Mr. Gervais to approve the minutes of September 7<sup>th</sup>. All members present voting aye. Mr. Gervais abstained. Motion carried.

**Chairperson Report**

No Report.

**Standing Committee Reports**

***Survey***

Mr. Randall reported he has attempted to contact Ms. Brown but has not received a response. He has received three responses back from Commissioners who are able to help both in the office and in the field. Once he gets a response from Ms. Brown, he will e-mail the Commissioners to let them know the dates for starting the project when he gets a response from Ms. Brown. Ms. Brown arrived at 6:44 p.m.

**Municipal Liaison**

Ms. Mack submitted her report in writing and it is attached. She reported on the Hebron Water Tower and the Joint Council Meeting.

Mr. Gervais and Ms. Mack will be going to the Village of Cary to resubmit the landmark application for the Cary Cemetery.

Unfortunately, Ms. Mack is going to be speaking at a conference in Minnesota on October 21, the same day as the Greenwood Road ceremony, so she will be unable to attend.

Mr. Foley noted that Mr. Young, from the Division of Transportation, has ordered the signs.

**Building and Facades**

No report.

**Old House Resources**

No report.

## **Special Programs**

### ***Web Site***

No Report.

## **Education**

Ms. Doornbosch stated she would like the Commission to purchase two books for the resource library. They are *How to Write a Historic Structural Report* and *Historic Preservation: an Introduction to its History, Principles and Practice*.

## **Public Relations**

### ***Victory Garden***

Ms. Selpien stated they are up to 89 and one half pounds of food. She was asked to attend the Planning and Development Meeting and the Management Services meeting to discuss the victory garden. She has to get her neighbor's son to the bus stop at the same time the P & D meeting starts, so she is not sure if she can attend. Sean suggested she call Mr. Sandquist to get an idea of what the members are looking for.

The Village of Lake in the Hills is having their meeting on October 11 at 7:30 p.m. and they are looking for people to attend to support the Ford School.

### ***Heritage Groves***

No Report.

## **Scenic Roads**

The Greenwood Road dedication ceremony will be held on October 21st at 9:30 in the morning at the Greenwood Elementary School.

## **Budget**

No Report.

## **Report from MCCD**

Ms. Brown reported the Trail of History will be held on October 15th and 16th. There is a program at the Powers Walker House tomorrow night, and on November 6; there is the harvest program at the Powers Walker house.

Ms. Brown submitted documentation for two structures on MCCD sites that are going to be torn down. The submittals must go through the Commission in case the Commission sees something that justifies not demolishing them. Ms. Brown passed around the documentation to the Commission and they are attached to these minutes.

The first one is at the Winding Creek / Bailey Woods Site, called the Pet Rescue parcel because it was once an animal shelter. The other site is the Brookdale Site (Konopasek Parcel).



Motion by Mr. Gervais, seconded by Ms. Mack with regard to the MCCD application to demolish the structures at the Winding Creek/Baily Woods site, (pet rescue site) that the Commission not take any action relating to the demolition. All members present voting aye. Motion Carried.

Motion by Mr. Gervais, seconded by Ms. Doornbosch with regard to the MCCD application to demolish the structures at the Brookdale (Konopasek) parcel that the Commission not take any action relating to the demolition.

Mr. Gervais stated based on where it is located, it is more of a hazard. He does not see how it would be feasible to protect this site and there are better sites within the MCCD property. Ms. Brown feels the timbers should be saved. All members present voting aye. Motion Carried.

Motion by Mr. Gervais, seconded by Ms. Mack that the Commission pass a resolution recommending that MCCD attempt to preserve the historical and architectural aspects of the structures at the Konopasek site to such extent as they deem in their ability to do so reasonably.

Ms. Doornbosch stated the motion seems too generic and she would like it to include but not be limited to the hand hewn timbers.

Motion by Mr. Gervais, seconded by Ms. Doornbosch to amend his motion to include the amended motion recommended. All members present voting aye. Motion Carried.

### **Report from Staff**

Mr. Foley distributed an HPC future Dates and Planning Tracking Sheet to the Commission which lists future items that the Commission should be aware of, and the months those items fall under. He reported that Ms. Doornbosch has submitted her application to the Commission for renewal because her term will be expiring at the end of November. Mr. Gervais term will also expire at the end of November. Ms. Collins has turned in her letter of resignation and a public notice has been published to advertise her vacancy.

An application was received from William Holderfield for the unexpired term of Ms. Collins. Mr. Foley reminded the Commission to keep track of how many Historic Guide Books they have been distributing.

### **Business Action Items**

#### ***Recommendation Regarding Candidates for Commissioner***

Motion by Ms. Doornbosch, seconded by Ms. Mack that the Commission make a recommendation to the Planning and Development Committee to approve Lynn Gray to fill Ms. Brown's term.

It was noted she has been attending most of the meetings and has been very involved with the Scenic Streets and Roads Subcommittee.

Mr. Gervais, Ms. Mack, Ms. Selpien, Mr. Randall and Ms. Doornbosch all voted Aye. There were no nays. Motion Carried.

***Recommendation Regarding Candidates for Commissioner***

Motion by Mr. Gervais, seconded by Ms. Selpien to spend up to \$150 to prepare each of the three landmark photos for mounting and exhibiting at the County Administration Building. The three photos are of the Trout Valley Gates, Barber Cemetery and Chunn's Burying Ground.

Mr. Gervais, Ms. Mack, Selpien, Mr. Randall and Ms. Doornbosch all voted Aye. There were no nays. Motion Carried.

Motion by Ms. Doornbosch, seconded by Mr. Gervais that the Commission purchase two books for the resource library: *How to Write a Historic Structural Report* and *Historic Preservation: an Introduction to its History Principles and Practice*. Purchase not to exceed \$60.00 if purchased through Amazon.com.

Mr. Gervais, Ms. Mack, Selpien, Mr. Randall and Ms. Doornbosch all voted Aye. There were no nays. Motion Carried.

***Expenditure for Greenwood Road Scenic Dedication***

No expenditures

***Rural Intensive Survey – Potential Dates for Preparations***

Ms. Brown is available on the 21st or the 28th of October to help with the office work. The Commission agreed to work on the survey on October 28th at 1:00 p.m. in the Planning and Development Department.

Mr. Gervais said he would like to address Ms. Collins' dedicated service to the Commission. Mr. Foley stated that a proclamation has been drafted.

The Commission discussed the end of the year dinner. They agreed that Pirrors Restaurant in Woodstock would be a good choice.

**Adjournment**

Motion by Mr. Randall, seconded by Ms. Brown to adjourn. The meeting adjourned at 8:10 p.m.

**MCHENRY COUNTY  
HISTORIC PRESERVATION COMMISSION  
SUMMARY OF SPECIAL MEETING  
RURAL INTENSIVE SURVEY WORKSHOP  
October 28, 2011**

**Commissioners Present:**

Bruce Randall, Gloria Mack, Laurie Selpien, Lynn Gray, and Trisha Doornbosch

**McHenry County Conservation District Liaison Present:** Gail Brown

**Staff Present:** Sean Foley

**Call to Order**

The meeting began shortly after 1:00 p.m.

**Workshop Activities**

Gail Brown, who was instrumental in previous survey work, facilitated this workshop session and explained the procedures in conducting a survey.

A mylar map excerpt was photocopied for the Hebron Township area that was originally done during a 1986 windshield survey, in which potential historic structures were surveyed, inventoried, photographed, and cataloged.

Previous surveys had begun with grant funding and focused on the southeastern portions of the county, starting with the townships McHenry, Nunda and Algonquin; then Dorr and Greenwood; followed by Coral, and most recently Richmond and Burton. Hebron is the next logical township to survey.

Surveys are conducted section by section, then by site numbers from the 1986 preliminary survey. Notices will need to be mailed to officials such as the Sheriff to notify that office

that the survey is taking place. Permission to enter property for photographs and close inspection must be sought from the property owners.

The site should be checked with reference to the 1872 McHenry County Plat map. Several of the features of the map were pointed out, including farms/owners, churches, schools, cheese factories, and post offices.

Any note of witness trees should also be made, since we have records of several witness trees, but no one has gone out to actually locate them and verify if they are still standing.

Basic data sheets with (a) photograph(s) were produced during the 1986 survey. Members were acquainted with the forms used. These be brought with for the current survey and further details should be added, say, for example, the style of the structures encountered. It should be remembered that a site may have more than one structure that is historically significant, such as a house, shed, silo, and barn for example.

The members should take the data that they have gathered and enter these into an Excel spreadsheet, with one line per field sheet (structure). The data will then be combined into one large spreadsheet.

Sean Foley left at 2:05 p.m.

### **Adjournment**

The meeting adjourned at 2:30 p.m.

**MCHENRY COUNTY  
HISTORIC PRESERVATION COMMISSION  
November 2, 2011**

**Roll Call**

Commissioners Present: Nick Chirikos, Gloria Mack, Laurie Selpien, Bruce Randall, Trisha Doornbosch, and Lynn Gray

Commissioners Absent: David Gervais and Gail Brown

Staff: Sean Foley and Audrey Martin

**Call to Order**

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

**Approval of Minutes**

It was noted in the minutes that Ms. Selpien takes her son to the bus stop. She takes her neighbor's son. Motion by Ms. Doornbosch, seconded by Ms. Mack to approve the minutes of October 5, 2011. All members present voting aye. Motion carried.

**Chairperson Report**

Mr. Chirikos submitted a written report and it is attached. He stated the dedication of Greenwood Road was a success and there were around 300 people in attendance.

Ms. Brown and Ms. Collins attended the November 1st County Board meeting to receive awards for their service to the Historic Commission.

Mr. Chirikos stated there is a candidate, Mr. William Holderfield, who is expected tonight to interview for the position vacated by Ms. Collins. Mr. Chirikos said he hopes, the Commission can vote this evening on the 3 candidates so it can be forwarded to the County Board before the end of the year.

***Survey***

Mr. Randall reported they have a good start on Hebron Township for the rural intensive survey after meeting last month. Ms. Doornbosch is working on a spreadsheet that the Commissioners can add to. He said Ms. Brown would like to meet on November 17th. After discussion, it looks like most of the Commissioners can meet on that day.

**Municipal Liaison**

Ms. Mack submitted her report in writing and it is attached. She contacted Erie Landmarks and inquired about the cost for the three display photos. She said she would like to establish a fund for the displays photos.

Motion by Ms. Mack to establish a fund not to exceed \$600 to frame and process the three photos, Chunn's Burial Ground, Barber Cemetery and the Trout Valley Gates.

Mr. Randall stated the Commission voted last month for \$150 dollars for the photos. The Commission would need an additional \$150 to bring the total to the amount needed. Mr. Foley pointed out this will need to be processed by November 14th in order to use the money from this year's budget. Ms. Mack will find out if she can prepay the invoice.

Motion by Ms. Mack, seconded by Mr. Greeley to amend the motion to set aside \$150 dollars in addition to the \$450 we have set aside for the framing of the three landmark photos. The roll call vote was as follows: Ayes - Mr. Greeley, Mr. Randall, Ms. Mack, Ms. Selpien, Ms. Gray, Ms. Doornbosch and Mr. Chirikos. Motion Passed.

### **Building and Facades**

No Report.

### **Old House Resources**

Mr. Chirikos noted the Resource list has been updated and is on the web. He has taken over the updating of the list.

### **Education**

No Report.

Mr. Chirikos would like to table the education report until the new committees are chosen for next year

Ms. Doornbosch presented the two books that she purchased for the library: *How to Write a Historic Structural Report* and *Historic Preservation: an Introduction to its History, Principles and Practice*. She stated she would like to take over the resource library which is under education.

Mr. Chirikos asked the Commission if there is a count of how many Resource Guides have been distributed. Mr. Foley said there are approximately six boxes left. He will e-mail Mr. Chirikos with the exact number.

### **Special Programs**

#### ***Web Site***

Mr. Chirikos stated the web site has been updated. There are pictures of Ms. Collins and Ms. Brown at the County Board dedication, as well as pictures from the Greenwood Road dedication. Ms. Gray has also been added as a new member.

### **Education**

No Report

### **Public Relations**

#### ***Victory Garden***

Ms. Selpien reported that on October 20th, she attended the Planning and Development meeting to talk about the victory garden. She said they were under the impression that the

master gardeners were involved in the victory garden. She informed them the master gardeners were not in the program. They talked about expanding the garden, but Ms. Selpien told them if they do expand, they would need more help.

On November 24, Ms. Selpien attended the Management Services meeting for the same purpose. She said one of the members was angry because Ms. Selpien took the food from the garden to the Lake in the Hills Food Pantry. They also thought the master gardeners were involved. Ms. Selpien said she has contacted the master gardeners, but they did not respond. There also was talk of expansion at this meeting, and Ms. Selpien explained more help would be needed.

Ms. Selpien asked Mr. Hadley for the water to be pushed out of the hose. Mr. Horton tried to blow the air out of the hose, but it needs an air compressor.

Ms. Selpien received an e-mail (attached) from The Lake in the Hills Historical Society asking if an award given to the Labahn-Hain House, located at 149 Hilltop Dr. Lake in the Hills, could be changed for outstanding preservation of an original residence and adaptive reuse. They would like the award changed so that it mentions the Lake in the Historical Society. The Commission felt that because the award was given almost ten years ago, it should not be changed. The Lake in the Hills Historical Society did not exist at that time.

Ms. Selpien received another e-mail (attached) from the Lake in the Hills Historical Society regarding the Ford School. She said the Society has decided not to install sewer, water and gas to save \$1400. She did not know if they have received approval from the Village. Ms. Selpien responded back and said she feels they should have sewer and water because that would greatly limit its use and it could possibly cause mold.

### ***Heritage Groves***

No Report.

### **Scenic Roads**

Ms. Doornbosch submitted her report in writing and it is attached. She thought the Greenwood Road dedication went very well. She spoke to the school principal and some of the parents after the ceremony. She stated this was great publicity for the program.

Mr. Chirikos stated he spoke with Barbara Banker, Community Relations for District 200 and the president of the Village of Greenwood. They both expressed working with the Commission for future projects.

She stated she went to Barber Cemetery and took photos for the display in the County building.

### **Budget**

Mr. Greeley stated he is submitting a grant to IHPA for the rural intensive survey. He will submit some of the actual work the Commission has been doing in regards to Hebron

Township. Hopes to submit actual work we have been doing. They will give 70% and the Commission's 30% will be in-kind. The Commission will keep track of the time they are spending on the survey.

The Commission discussed the possibility of getting a scanner for the pictures that have been taken in the past for the survey. It was decided to continue this discussion on November 18 when they meet.

Mr. Randall left the meeting at 7:44 p.m.

**Report from MCCD**

No Report.

**Report from Staff**

***Meeting Dates for 2012***

Meeting dates addressed under Business Action Items

***Decision/Recommendation regarding candidates for Commissioner***

Mr. William Holderfield did not attend the meeting. Mr. Chirikos stated this will have to be tabled until the next meeting.

**Business Action Items**

***Meeting Dates for 2012***

Motion by Mr. Greeley, seconded by Mr. Randall to approve the proposed meeting dates of the McHenry County Historical Commission for 2012. All members present voting aye. Motion carried.

**Adjournment**

Motion by Ms. Mack, seconded by Mr. Greeley to adjourn. All members present voting aye. Motion carried. The meeting adjourned at 8:44 p.m.



**MCHENRY COUNTY  
HISTORIC PRESERVATION COMMISSION  
SUMMARY OF SPECIAL MEETING  
RURAL INTENSIVE SURVEY COMMITTEE  
November 18, 2011**

**Commissioners Present:**

Bruce Randall, Gloria Mack, Lynn Gray, Nick Chirikos, and Trisha Doornbosch

**McHenry County Conservation District Liaison Present:** Gail Brown

**Staff Present:** Sean Foley

**Call to Order:** Bruce Randall began the meeting at approximately 1:07 p.m.

**Workshop Activities**

Gail Brown facilitated the workshop session with a continuation of the discussion from October and explained further the procedures in conducting a survey.

Gloria Mack presented a list of non-residential cultural features that were on the 1872 Plat Map book. The items were reviewed and discussed briefly. Hebron (Village) was noted as being called "Meade Station."

Bruce Randall and Trisha Doornbosch numbered the sites that had been called out in the 1986 windshield survey; although Ms. Doornbosch noted that it was difficult to differentiate between some sites that were close to some other possible sites. The sites found are being entered into an Excel spreadsheet. Mr. Randall will email the spreadsheet to the other commissioners and to staff.

Nick Chirikos volunteered to work on the Witness Tree monuments. Gail will provide a map of documented Hebron Township witness trees. In the meantime, a witness tree map of Alden Township was used to explain the process of checking for the existence (or lack of) the witness trees. The trees near a road should be sought out first, documented and photographed.

( CONTINUED )

Sean Foley handed out photocopied illustrations of notable properties and a table of residences that were in the 1872 McHenry County Plat map book.

Mr. Chirikos asked for a quick run-down of the overall process (since he was unable to attend the October ~~workshop~~ committee meeting). The process was discussed briefly, being essentially the same as described in the October workshop summary. Some further procedural refinements were additionally discussed. Pictures from the 1986 survey will be clipped to one sheet per site prior to going out into the field. Pictures should be taken of every structure that may be historically relevant. Notes should be added to the field sheet. Mr. Chirikos and Mrs. Gray asked if it were possible to have electronic-format field sheets. Ms. Brown explained that it should be possible, but that it would probably be better to just scribble the observations on a field sheet and enter relevant information later. In this way more notes can be recorded and irrelevant information can be omitted at data-entry time. The addresses and PINs should be entered after visiting the site in the field.

Ms. Doornbosch and Ms. Mack will pre-fill field sheets and clip the related photographs to each sheet. Others can then pick these up at the Planning department and take them out into the field. Each person should enter their field notes into an Excel spreadsheet and then return the sheets and photos to the Planning department. The Excel spreadsheets can then be ported over to an Access database file. Ms. Brown explained that the Commission had purchased a license for Access a few years ago. Sean Foley will check into this and have it installed on a County computer if needed.

The survey team would like to have some space reserved in the Planning department in order to lay out the survey materials, including the 1986 photos, blank field sheets, completed field sheets, paper clips, and miscellaneous supplies. Ms. Brown also noted that the vertical file cabinets were full and more file space would be needed to store the completed survey materials. Sean will seek authorization for this.

The next workshop meeting date has not been set at this time.

**Adjournment:** The meeting concluded at 2:14 p.m.

**MCHENRY COUNTY  
HISTORIC PRESERVATION COMMISSION  
MINUTES  
DECEMBER 7, 2011  
PIRRO'S RESTAURANTE  
228 MAIN STREET, WOODSTOCK, ILLINOIS**

**Roll Call**

Commissioners Present: Gloria Mack, Trisha Doornbosch, Laurie Selpien, Steve Greeley, Bruce Randall, David Gervais, Lynn Gray and Chairman Nick Chirikos

MCCD Liaison Present: Gail Brown.

Staff Present: Dennis Sandquist and Sean Foley.

Public Present: Mrs. Chirikos, Mr. Brown, Mr. Selpien, Mr. Gray, Mr. and Mrs. Hill.

**Call to Order**

Chairman Chirikos called the meeting to order at 6:45 p.m.

Motion by Ms. Mack, seconded by Mr. Gervais to continue all HPC business to the 4<sup>th</sup> of January, 2012 meeting. All members present voting aye. Motion carried.

**Adjournment**

Motion by Ms. Doornbosch, seconded by Mr. Randall to adjourn. All members present voting aye. Motion carried. The meeting adjourned at 6:47 p.m.