

MINUTES OF THE MUSCATINE COUNTY HISTORIC PRESERVATION COMMISSION  
MEETING on May 17, 2016 at the Wertzbaugher Building in West Liberty

The meeting was called to order at 12:05 p.m. Present were Lisa Wertzbaugher, Jim Nepple, Helen Thompson, Mary Beveridge, Tom Furlong, Bill Koellner, Rebeckah Allgood, Wayne Coriell and Dave Nowling. Lynn Pruitt was excused. Also present was Rebecca McCarley from Spark Consulting.

The Minutes were approved as corrected. The balance in the Treasury is the same as that reported on April 26: \$11 921.65.

Lisa reported on the West Liberty Fairgrounds restoration. The Fair Board met yesterday and reported that the Arts Building restoration, the oldest building, is almost completed. The ribbon-cutting ceremony will be held on June 5 at 1 p.m. There will be refreshments. The Fair is scheduled for July 20-24 and Tom and Bill are on the Committee and will organize a booth with brochures on Commission projects and also on the Ryan Building. The booth will be open from 2 to 7 and Lisa will prepare a press release. Lisa has also submitted an HRDP grant application and will let us know more in a few months.

Becky Allgood reported that Wilton has received a \$500 000 block grant for 18 building facades. Once listed on the National Registry, we can apply for tax credits. In the future we can apply for grants for the building interiors. Bill asked about a ribbon-cutting ceremony but that will be considered in the future. A press release will, however, be sent to Commissioners. Rebecca McCarley recommended submitting the tax credits request for Wilton right now. The earlier the better, she said, for 25% of exterior repairs.

When applying for tax credits, a 2-part process, Lisa recommends going to Des Moines to apply directly rather than applying on line for Part I.B.

Jim suggested that the West Liberty Heritage Foundation consider setting up a 'Friends of the Stage Coach Inn' and affiliate with the Muscatine Area Heritage Association. Bill reported that Bob Cline thinks he can raise the necessary money and also said that Bob Cline and others, including Dave and Bill, will work on this. Jim said such a Friends group would need to arrange insurance for property liability coverage. Jim will also discuss such a Friends group at the Annual Meeting of the Muscatine Area Heritage Association on June 9, 2016.

Bill said we could arrange a tour of the Stage Coach Inn and grounds, as the Elliots are very easy to work with. The sum of \$40 000 is already matched by the Ryan Trust, which has its own mailing address.

Helen reported on the Old Jail project and said that Doug Steinmetz wants to know more about the building: its history and intended use. Lisa suggested asking Steinmetz about the maximum load allowed on the upper story and wondered what limit Steinmetz had in mind. Jim said that the lineal feet of the building is the approach to take. Rebecca McCarley

suggested we ask Steinmetz what the limit might be and what action to take if we increase the weight load of the upper story.

Helen mentioned that she had been informed that monthly reports of projects were required and Rebecca McCarley confirmed that CLG grants require monthly reports of Commissioners hours and project status once a grant has been received.

Mary and Helen have interviewed Mary Zoller, who now resides at Sunnybrook and who spent her childhood in the Old Jail, when her father was groundskeeper and custodian. Mary Beveridge has typed up the notes of the interview to be retained by the Commission and both Helen and Mary's timesheets will be submitted by Helen as part of the monthly report.

A minimum of \$4,605.00 in match hours is required for each project, after the grant has been approved. This may not include the writing of the grant or actual preservation hands-on work.

The tour of the Old Barn on May 12 went well and reports will be submitted.

Lisa reminded Commissioners that switching meeting times to 12:30 p.m. has met with approval of all Commissioners.

The next meeting of the Commission will be **June 28 at 12:30 at the County Administration building.**

It was decided that the July 20 meeting by scheduled at the West Liberty Fairgrounds in the afternoon of the first day of the County Fair at a time to be announced. Following remarks by Rebecca McCarley, the meeting was adjourned at 2:05 p.m.

Respectfully submitted  
Mary Beveridge

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Rebecca McCarley of Spark Consulting made the following suggestions for historic preservation work:

In preparing reports and timesheets for project planning or planning for preservation, there are certain aspects that should be included:

- timesheets
- survey results
- completed projects
- a list of possible or projected projects
- planned acquisitions
- public input meetings, including town halls

- surveys and survey work for future projects
- training involved, including the research of historic resources

Technically, doing the actual preservation work is not involved in the hours. Rebecca should receive all of this information. She would also like to receive a survey by township of all homes and farmhouses. She also called for windshield surveys and site inventories, which, she said, may already exist, as well as digital photographs, or nominations of county residents of their favorite county historic building.

Rebecca stressed the importance of public input and said it would be smart to schedule the first public informational meeting before the Fair.

Muscatine County Historic Preservation Commission]