

**VILLAGE OF HUNTLEY
HISTORIC PRESERVATION COMMISSION MEETING
Tuesday, September 17, 2013
MINUTES**

5 CALL TO ORDER

Chairperson Donna Britton called to order the regularly scheduled meeting of the Village of Huntley Historic Preservation Commission for Tuesday, September 17, 2013 at 6:00 pm in the Village Board Room, located at 10987 Main Street, Huntley, Illinois 60142. The room is handicap accessible.

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ROLL CALL - ATTENDANCE

MEMBERS PRESENT: Commissioners Geri Rizzo, Jake Marino, Deb Waters, Diana Carpenter, Vice-Chair Lonni Oldham and Chairperson Donna Britton

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MEMBERS ABSENT: Commissioner Karen Langhenry

ALSO PRESENT: Director of Development Services Charles Nordman and Planner James Williams

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PUBLIC COMMENT There were no public comments.

4. Approval of Minutes

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A. Approval of the May 21, 2013 Historic Preservation Commission Meeting Minutes

Approval of the Minutes was “tabled” until the next meeting.

B. A MOTION was made to approve the August 20, 2013 Historic Preservation Commission Meeting Minutes with the following changes:

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Page 3, Line 25, add “to”

Page 3, Line 51, replace “Vice-Chair Oldham volunteered, along with Commissioner Marino” with “Chairperson Britton”

Page 4, Line 27 add heading “D. Proposed Action Regarding Sawyer-Kelley Building”

35

MOVED: Vice-Chair Oldham

SECONDED: Commissioner Waters

AYES: Commissioners Rizzo, Marino, Waters, Carpenter, Vice-Chair Oldham and Chairperson Britton

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NAYS: None

ABSTAIN: None

MOTION CARRIED 6:0:0

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5. Old Business

A. Sawyer-Kelley Mill Building – Request-For-Proposal (RFP) process – Follow-Up

Chairperson Britton reviewed the letter drafted by Commissioner Waters from the Historic Preservation Commission to the Village Board requesting an extension to the Request-For-Proposal process beyond the September 30, 2013 deadline.

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Director Nordman suggested the letter provide a specific date or time frame for the extension of the RFP process.

5 Commissioner Carpenter suggested that an extension of between sixty (60) to ninety (90) days may be proper and customary and would essentially put the entire process on track to meeting the appropriate time frame the Historic Preservation Commissioners have discussed for thoroughly determining interest from outside resources willing and able to invest in the subject property.

A MOTION was made to approve the letter to be sent to the Village President and Village Board members requesting a sixty (60) day extension to the Sawyer-Kelley Mill Request-For-Proposal process.

- 10 MOVED: Commissioner Carpenter
- SECONDED: Commissioner Marino
- Commissioners Rizzo, Marino, Waters, Carpenter, Vice-Chair Oldham and Chairperson Britton
- NAYS: None
- 15 ABSTAIN: None
- MOTION CARRIED 6:0:0

6:20 p.m. – Commissioner Marino excused himself.

20 Commissioner Waters asked if the other Historic Preservation Commission members believed that it would be appropriate to add any language to the letter which offered alternatives for utilizing, preserving or saving the subject structure following the sixty day extension.

25 Commissioner Carpenter suggested the request for the sixty day extension was sufficient and that future discussion and consideration of alternative strategies aimed at preserving the structure can and should be pursued.

Chairperson Britton recounted her impressions of the August 27th walk-through of the Sawyer-Kelley Mill building and suggested that the Historic Commissioners brainstorm over the next several weeks to begin to explore alternatives for the preservation of that structure following the sixty (60) day extension should it be approved.

30 B. Education Programs

35 Chairperson Britton noted that last month’s meeting discussion included a proposed program at the Saturday, December 7, 2013 Huntley Holiday event at the Town Square. Discussion regarding the December 7th historic preservation activity included a storytelling event and the roasting of chestnuts.

40 Director Nordman pointed out that the roasting of chestnuts required access to the appropriate equipment and a permit from the McHenry County health department. Director Nordman also suggested that there may be local companies doing this type of snack preparation and that contacting them to see how it is done would be a good idea.

45 The question of charging for food items was raised and Director Nordman reminded the Historic Commissioners that the collection of monies is ill-advised and that fundraising would be much more appropriate if it were conducted by the local preservation society.

Chairperson Britton reviewed her suggestion regarding the December 7th event to incorporate a luminary display along Woodstock and/or Second Streets.

50 Discussion ensued regarding the merits of a program focused around the Town Square or drawing participants to the residential areas away from the Square.

Director Nordman suggested an event or program which utilized a space under the tent that is typically set in the Old Village Hall parking lot.

5 Vice-Chair Oldham suggested that an activity aimed at kids could involve craft item of some kind that could be easily assembled with simple materials “right-on-the-spot”.

6. New Business

10 A. Discussion - Prospective Landmark Properties, Additions to existing Historic District and/or New Historic Districts

Vice-Chair Oldham mentioned that she had begun to organize the Second Street historic information compiled by former Historic Preservation Commissioner Tom Conley.

15 Vice-Chair Oldham suggested the final product would be historic information for each property along Second Street that could then be provided to the respective property owner in a letter encouraging the landmarking or historic district designation of their home.

20 Staff will take the Second Street Historic information to be scanned in order for the information to be available for distribution to the Historic Preservation Commissioner members.

B. Art Contest

25 Commissioner Rizzo suggested an art contest that engaged local schools and media outlets with the theme of creating a work of art from Huntley’s past, between the years 1851 and the early 1900s. Commissioner Rizzo’s art contest program also included selecting a winning work of art or various works that could then be reproduced and sold, possibly through a cooperative effort with the local historic society, all aimed at raising awareness of local historic preservation programs and perhaps raising funds for local historic preservation efforts as well.

30 Vice-Chair Oldham was encouraged by the art contest suggestion and believed that it may provide an excellent opportunity to work with the local historic society.

C. Town Square/Downtown Signage

35 Vice-Chair Oldham reminded Staff of the suggestion she had previously made that the recently updated Town Square sign be posted prominently on the Village’s website along with any appropriate information about T. S. Huntley.

40 Planner Williams stated that the updated photo already is included along with other photos on the Village’s website home page and that information regarding T.S. Huntley is also already integrated into the Village’s website.

45 Chairperson Britton asked if there was any possibility that the Village’s message board sign at the southeast corner of Route 47 and Main Street could also include a historic preservation message and Staff stated that they would investigate the possibility of message posting on that sign.

D. Historic Survey

50 Commissioner Carpenter noted that she had contacted the Oak Park staff familiar with historic preservation surveys and had them contact the Village of Huntley Development Services Department Staff with information regarding various firms who perform historic property surveys and that the cost is typically fifty (\$50) dollars per property.

Chairperson Britton noted that she sees the value in surveying as many applicable properties as possible.

5 Director Nordman pointed out that the awarding of a contract to a company that would then perform the historic survey is typically done through the Request-For-Proposal process. Additionally, Director Nordman encouraged the Historic Commission to consider what the benefits of a large-scale historic survey would be in order to convey these benefits to the Village Board when the RFP process for a historic survey is considered.

Director Nordman stated that Staff would continue to research historic properties survey services and report back to the Historic Commission regarding their findings.

10 Commissioner Carpenter requested that the historic survey information e-mail correspondence from the Oak Park historic preservation personnel be forwarded along to each of the Historic Commission members.

15 Additionally, Commissioner Carpenter stated that she would be willing to monitor future Huntley Village Board meetings and report back to the Historic Commission any developments regarding historic preservation efforts and/or historic properties.

20 Director Nordman encouraged all Historic Commission members to subscribe to the Huntley's e-news in order to stay up-to-date regarding all Village of Huntley news and noted that the Thursday, September 19, 2013 Village Board – Committee of the Whole meeting includes discussion and consideration of rehabilitation of the village-owned property at 11879 Main Street known as the Hackett House.

7. Adjournment

25 At 7:32 p.m., A MOTION was made by Commissioner Carpenter to adjourn the meeting and was seconded by Vice-Chair Oldham. Motion carried unanimously.

Respectfully submitted,

James Williams

Planner

30 Village of Huntley