

**VILLAGE OF HUNTLEY  
HISTORIC PRESERVATION COMMISSION MEETING  
Tuesday, July 22, 2014  
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, July 22, 2014 at 6:06 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 and Jake Marino, Vice Chair Lonni Oldham and Chairperson Donna Britton

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MEMBERS ABSENT: Commissioners Karen Langhenry, Deb Waters and Diane Carpenter

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. **A MOTION was made to approve the June 17, 2014 Historic Preservation Commission minutes with the following corrections:**

**P. 1, Line 24 add “minutes”**

**P. 2, Line 11, add “the art contest judges as well as”**

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**MOVED: Commissioner Rizzo**  
**SECONDED: Commissioner Marino**  
**AYES: Commissioners Rizzo and Marino and Chairperson Britton**  
**NAYS: None**  
**ABSTAIN: Vice Chair Oldham**

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**MOTION CARRIED 3:0:1**

Chairperson Britton announced that from this point forward Staff is requesting correspondence from the Historic Preservation Commission to the Village Staff shall be transmitted through her and then the information will be forwarded on to Village Staff.

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5. Old Business

A. Promotion of Historic Preservation Initiatives

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Chairperson Britton recounted discussion at last month’s meeting which included the topic of a “Huntley Historic Preservation Commission” banner to be displayed on the Historic Commission’s booth at events such as the downtown Farmers Markets, and she also noted that the cost of a banner would be approximately \$75.00.

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Vice Chair Oldman suggested that Staff perform a test run of a plot of an enlarged version of the Village’s logo to confirm it will appear clear and sharp when included on the large banner being considered.

Storage and Inventory of Historic Information/Materials for Events

5 Chairperson Britton noted that Vice Chair Oldham had drafted a checklist of information materials, including the downtown and Second Street walking tour maps, which are to be stored in a bin and replenished prior to event such as Farmers Markets.

10 Chairperson Britton asked if the bin was available and Planner Williams stated that the bin has been stocked with the materials listed on the checklist and that the only items missing were those items that had been on-hand at the May 24<sup>th</sup> Farmers Market event.

Chairperson Britton acknowledged that she was in possession of the items from the May 24<sup>th</sup> event and would have them available to include those materials with the various historic literature materials in the storage bin.

15 Sawyer-Kelley Mill Artifact Items

20 Commissioner Rizzo asked what the status was regarding storage of artifacts retrieved from the Sawyer-Kelley Mill and Commissioner Marino stated that accordingly to Victor Narusis with the Village, items retrieved from the building will be stored at the Village's Public Works Department. Director Nordman added that he was unaware of the specific items that have been stored thus far.

Chairperson Britton requested that Staff provide her with a copy of the letter sent to the Village President and Trustees following last month's meeting expressing the Historic Commission members' appreciation for the opportunity to meet with the trustees and discuss the 2014 Work Plan initiatives also included in the letter.

25 Second Street Historical Information on the Village's website

30 In regard to the accessibility of the Second Street historical information on the Village's website, as well as the ease of accessing the historic preservation materials on the website in-general, Director Nordman logged into the site and reviewed the Second Street data including the Second Street walking tour information.

After a brief discussion, Director Nordman suggested adding an Executive Summary at the beginning of Second Street historic data specifying what type of information follows and the format of that information.

35 Commissioner Marino agreed to begin to draft the suggested Executive Summary based upon the MSWord version of the 2<sup>nd</sup> Street historical information text that will provided to him following tonight's meeting.

Art Contest Tour

40 Vice Chair noted that the art contest works on display in the Village Hall lobby will be displayed at other locations including the Chamber of Commerce, Park District, Sun City Community and Fall Fest and potential dates for the display at these various locations were discussed.

6. New Business

45 A. Pride in Preservation - - Next Recipient Property

Chairperson Britton asked how the Pride in Preservation (PiP) for the Hartman residence - 11210 Myrtle Street - awarded at the May 20, 2014 Historic Preservation Commission meeting had been promoted on the Village's website and other news outlets.

50 Director Nordman noted that the PiP award for the Hartman residence had been covered on both the Village's newsletter and on the Village's Facebook page.

5 In regard to the possible candidate property for the next Pride in Preservation acknowledgement, to be awarded in September, the property at 11808 Myrtle Avenue, which had been previously discussed as a potential award recipient, along with the properties at 11005 and 11007 Myrtle Street and 11302 Grove Street were noted as nominated properties for the award.

10 Chairperson Britton will provide a draft of a letter to Staff that will then be sent to each of the four (4) nominated property owners to determine their willingness to accept the Pride in Preservation award as well as their availability to attend the Historic Preservation Commission meeting when the award will be presented and the history of their property will be discussed.

Historic Preservation Survey

15 Chairperson Britton noted that at next month's meeting discussion will include the wording of letter to be sent to the Village Board encouraging the funding of a historic property survey within the 2015 Village budget. Chairperson Britton added that the letter may also include other items that may require funding based upon the 2014 Work Plan compiled by Commissioner Carpenter.

Hackett House

20 Chairperson Britton reminded the other Commissioners that the improvements to the Hackett House property were tentatively scheduled to begin in 2015, and that Village Manager Johnson has encouraged both her and Vice Chair Oldham to consider future uses for the renovated structure.

25 Chairperson Britton stated that she would discuss the issue with the Historic Preservation Alliance at their meeting scheduled for this Thursday, July 24<sup>th</sup>. In addition to the Hackett House, Chairperson Britton noted that the Alliance is also interested in scheduling an appointment with Village Clerk Rita McMahon to review historical items the Village has stored in the Village Hall basement.

30 Vice Chair Oldham, Alliance Chairperson, reviewed issues that Huntley Alliance is considering in the future, including activities that she hoped would fit well with the historic preservation educational outreach suggested by Trustee Westberg as an important element of the historic initiatives to be pursued by the Historic Preservation Commission.

35 Director Nordman referred to a model and plans for the retail building proposed for the Sawyer-Kelley Mill building site, noted that that while the building has been leased-out, those businesses have not been specified as of yet.

40 7. Adjournment

At 7:27 p.m., A MOTION was made by Vice Chair Oldham to adjourn the meeting and was seconded by Commissioner Marino. Motion carried unanimously.

45 Respectfully submitted,  
**James Williams**  
Planner  
Village of Huntley

*Subject to approval at the next meeting*