**LISBON HISTORIC PRESERVATION COMMISSION
Minutes of Meeting
December 17, 2020**
The meeting was held by Zoom and called to order at 4:30 p.m.by Chair Rebecca Hess. Present: Marc Mohn, Marianne Zahorik and Ann Opatz. Guests: Amelia Kibbie and John Bardsley, Council Liaison.

Introductions: Chair Hess introduced Amelia Kibbie, a local resident who is an author and instructional strategist/coach at Lisbon High School. Amelia and her family purchased the former Lisbon Catholic Church on East Market Street and are converting the building to their personal residence.

Moved by Opatz, seconded by Mohn, to approve the agenda. The motion passed on a voice vote of 4-0.

Moved by Zahorik, seconded by Mohn, to approve the minutes of the November meeting. The motion passed on a voice vote of 4-0.

Discussion and Possible Action on Meeting with City Council Regarding Preservation Plans for History Center and Library buildings: Preservation Plans for both the History Center and Library buildings were received by LHPC and the City in June of 2020. It has come to light that those plans were not passed along to the City Council for information and possible action. LHPC will present those plans at the January 11 City Council meeting, in advance of the budget planning sessions planned for late January and February 2021. It was noted that the City would be eligible to apply for a number of county, state, and federal grants should it choose to follow the recommendations set forth in the preservation plans. LHPC will provide the City with a list of possible grant opportunities to consider.

Update on Meyers Farmstead Historic District: Opatz reported that Leah Rogers will be making final edits to the nomination following receipt of the minutes of the State Nominations Review Committee meeting. The final nomination will then be sent back to the State and then forwarded to the National Park Service. LHPC will be able to track the nomination through the NPS’s online review process.
 Hess reported that the City has not yet repaired the damage done to the barns by the derecho in August; however, local contractor Blinks Brothers has had conversations with several members of the LHPC about possible repairs.

Discussion and possible action on submitting letter to Mayor and council requesting consultation with LHPC on any work to be done on Meyers barns: The State Historical Society of Iowa advised the City (through the LHPC) to carefully consider the type of materials to be used to repair the roofs on the barns in order to maintain the barns’ eligibility for the National Register of Historic Places, given that the nomination is currently in process. LHPC will send a letter to the City as a reminder of the importance of the City consulting with LHPC on any repairs and alterations to the barns in the Nature Park.

New and renewed subscriptions: Annual subscriptions to Wix ($14.95 for the domain and $165.36 for the website) and the National Alliance of Preservation Commissions/NAPC ($50.00) have been renewed for 2021. The Zoom subscription, approved at the November meeting, priced out at $128.31.

Current budget: Due to cancellations of planned activities because of the pandemic, few expenditures have been made to date in 2020-21. It was noted that the two invoices submitted by Douglas Steinmetz for the preservation plans for the History Center and Library buildings ($3,550/each) were charged to the current year budget instead of the 2019-20 budget, the fiscal year in which those expenses were incurred.

Signage Downtown and on Hwys. 30 and 1: Discussion continued on the procurement and placement of the signs designating the downtown as an historic district and tourism signs on Highways 30 and 1. Zahorik will take photos of the sign posts in the downtown area to determine where to best locate the historic district sign markers. Opatz will research tourism sign options through the DOT.

Discussion and Possible Action on New City Website: Hess will speak with the City Clerk about linking the LHPC website to the City’s new website. It was noted that the current page for LHPC on the new City website contains outdated information.

Grants: If the City decides to move forward with the recommendations outlined in the Preservation Plans for the History Center and Library buildings, the City will be eligible to apply for a number of competitive grant opportunities to help with costs, as referenced earlier in the minutes.

2020 CLG Annual Report: The annual report is due March 1 and must be submitted online. LHPC will work on the report during the January and February meetings.

Review Goals and Action Plans for 2020: The 2020 Goals and Action Plans were reviewed and discussed. Many planned activities were cancelled due to the pandemic.

Goals and Action Plans for 2021: Goals and Action Plans for 2021 need to be included in the 2020 CLG Annual Report. Goals and Action Plans for 2021 will be discussed and set during the February meeting.

Budget for Fiscal Year 2021-22: Hess and Opatz will prepare a draft of a budget for the coming fiscal year for consideration by LHPC and the City.

Discussion and Possible Action on Number of Commissioners: The number of commissioners on LHPC was set by Council resolution at five (5) at the time the City entered into the CLG agreement with the State Office. Following discussion, it was decided to maintain the current number of commissioners at five.

Other Business: Zahorik reported that the concrete fence post recently removed from the Nature Park during tree removal/trimming has been returned and put back in place.

Next meeting: To be determined

The meeting adjourned at 6:00 p.m.

Submitted: Ann Opatz, Secretary
Date Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
 Rebecca Hess, Chair