**LISBON HISTORIC PRESERVATION COMMISSION
Minutes of Meeting
November 18, 2021**

The meeting was called to order by Chair Rebecca Hess at 4:32 p.m. at City Hall. Present: Rebecca Hess, Amelia Kibbie, Marc Mohn, and Ann Opatz. Absent: Marianne Zahorik. Guest: John Bardsley, City Council Liaison.

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

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

Volunteer Hours: Commissioners reported their hours for the month of October.

Save Our Buildings, Save Ourselves Video Project: Now that the final edits to the video have been made by Kibbie, discussion centered around dissemination of the video. The video will be shown at a city council meeting in early 2022 in connection with budget discussions. The video will be added to the LHPC website and YouTube channel, and will also be posted on the LHPC Facebook page. Opatz reported that she spoke with Silas Young (Lisbon 2018 graduate) to thank him for narrating the video and to let him know the video will soon be distributed widely.

Bi-State Masonry Invoice: Bi-State Masonry submitted an invoice for Phase I Life Safety repairs to the History Center and Library buildings. City Administrator Brandon Siggins, LHPC Chair Rebecca Hess, Public Works Director Travis Bagby, Park & Rec Director Drayton Kamberling, Council member/LHPC Liaison John Bardsley, and a representative of Bi-State Masonry inspected the repairs on both buildings on November 18. The following items were noted as a result of the inspection: (1) The sealing of the parapet capstones on the west wall of the library building still needs to be done. The inspection showed that the capstones of the front of the library and the front of the Southeast Linn Community Center also need to be sealed. BSM will return to seal the capstones on the west wall of the library as per their quote, and will also seal the capstones on the front of the library ($873) and the capstones on the front of the community center ($873) to mitigate moisture problems. (2) BSM will install a warning pad at no cost at the entry of the History Center building where the newly installed slip-resistant floor covering meets the sidewalk. Action on the invoice will be taken after the above-noted work is completed.

Meyers Farmstead Historic District: Hess has made several phone calls in an effort to identify a preservation architect to write a preservation plan for the Meyers barns. She has forwarded relevant information to her contact, including the Field Services Report done by Doug Steinmetz of Align Architecture and Planning and structural engineer’s assessment by Todd Birkel of Hooting Coyote, LLC.
 Discussion followed regarding the future development of the Nature Park, including the creation of a working group to plan and oversee the development of the park. Following the October LHPC meeting, Bardsley spoke to City Administrator Siggins, who was open to the creation of a working group and suggested the group work under the direction of the Tree Board, noting that the Parks & Rec Board focusses primarily on recreation programs.

Update on History Center Building Rehabilitation: Phase I: As noted above, BSM will install a warning pad where the sidewalk transitions to the entryway. This warning pad corrects a trip hazard and will be installed by BSM at no cost.
 Phase II: Hess and Opatz have been working on the Request for Quotes (RFQ) for Phase II components of the preservation plan, and have also made numerous phone calls to identify companies/contractors that are qualified to do the work recommended in this second phase. The deadline for receipt of quotes is December 17, 2021.
 Keystone Laboratories, Inc., has tested the paint on the west wall and found that the paint does include lead. Chair Hess has visited with two contractors who specialize in lead paint abatement; both expressed an interest in receiving an RFQ for this work.

Update on Library Building Rehabilitation: Phase I: Also as noted above, the parapet capstones need to be sealed along the west wall, as per BSM’s quote.
 Phase II: The Request for Quotes (RFQ) for Phase II components of the preservation plan has been prepared. The City will send the RFQ and preservation plan to a list of companies/contractors provided by Hess and Opatz, with a deadline for submitting RFQs set for December 17, 2021. Looking ahead at protecting this building, Hess raised the question of sealing the brick once all of the masonry work has been completed since the brick façade was sandblasted in the early 1990s.

Update on Comprehensive Plan: The date for the public presentation of the new comprehensive plan has not yet been set.

Update on Grout Museum Oral Histories: No report.

Review of 2021 Goals and Action Plans: Goals and action plans for the year were reviewed and discussed. Discussion of Goals and Action Plans for 2022 will begin at the December meeting. The State Historic Preservation Office will be revising the State Preservation Plan during 2022, with a new ten-year plan to be implemented in 2023. LHPC will consult the State Plan as it sets goals beginning in 2023.

Recognition of Property Owners Who are Rehabilitating Their Homes: Several ideas were discussed, including yard signs, Facebook posts, and announcements in The Sun. A title for the award will be discussed at the next meeting.

Other business: Mohn reported meeting with Jon Frederick at his family’s farm to look at farm equipment and agricultural tools currently stored on the farm that the family may consider donating for display in the Meyers Farmstead Historic District. Mohn has photos and descriptions of these items.
 Mohn has been documenting the work being done to stabilize the barns with photos and captions (stored in Google Drive). The group noted its appreciation for his efforts to stay in touch with Curt Blinks as work is underway and for keeping a record on behalf of the LHPC.

The meeting adjourned at 5:55 p.m.

Submitted: Ann Opatz, Secretary

Date Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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