

APPROVED: Nov. 14, 2018
(Date)

Landmarks Advisory Commission
CITY OF JEFFERSON
October 10, 2018
MINUTES

Present: Mark Manning, Linda Baker, and Laurie Forbes
Absent: Ron Gilles
Council Liaison: Edna Campau
Staff: Sarah Cook

1. Call to Order, Discussion Items, Minutes:

The meeting was called to order at 2:05 PM by LAC Chair Mark Manning.

Discussion:

- Sarah reported that since there was no longer staff assigned to the LAC she will be the person to deal with the State Historical Preservation Office (SHPO) and will assist the commission in other ways as needed. She was made aware of the non-competitive grant that will be available in February 2019 and will follow up.
- Edna volunteered to serve as recording secretary.
- General discussion regarding how the LAC should proceed and it was agreed to continue work on the Local Recognition program.

Minutes:

None available for the September 12 meeting.

2. Public Comments: None.

3. Old Business:

- 3.1 Local Recognition: Linda presented a draft outlining the description, criteria, and procedure to establish a city Historic Preservation Award. Following discussion and changes, the draft is moved to Draft #2 status and will return at the November meeting.

Decisions were made to select two buildings or sites of historical value each year. The buildings or sites will be within Jefferson city limits and buildings should be at least 100 years old. Laurie has Sanborn maps of four different time periods that show approximately when buildings were constructed. The first site selected is Conser Ferry, now the boat ramp. Two residences were selected as possibilities and Mark will speak to the property owners to assure they would accept the award.

The scope of the award will be identified in the criteria and procedure when completed and accepted by City Council.

- 3.2 Intensive Level Survey (ILS) Completion Letter: Sarah will contact Kuri Gill of SHPO to determine what is needed and will proceed to issue the required letter.

- 3.3 Conser House Committee Update: No report. Committee will meet October 15, 2018

4. New Business: None

Next Meeting: The next regular meeting is scheduled for November 14, 2018 at 2:00PM in Jefferson City Hall.

The meeting adjourned at 2:56PM.

Submitted by:



Edna Campau
Acting Recording Secretary