

City of Colville

HISTORIC PRESERVATION COMMISSION

November 18, 2011

10:00 a.m. – City Hall

MINUTES

The Colville Historic Preservation Commission met for a regular meeting on Friday, November 18, 2011, at City Hall. Chairman Russ Larsen called the meeting to order at approximately 10:10 a.m. with a quorum present.

MEMBERS PRESENT: Russ Larsen, Janet Thomas, and Tony Harmon. MEMBERS ABSENT: Avrum Baum, Alan Bedford, Bruce Dietz. One vacancy exists. STAFF PRESENT: Director of Building & Planning Jim Lapinski and Assistant Planner Melinda Lee. RECORDING SECRETARY: Susan Davis.

Melinda Lee advised that Brenda Buckner submitted her resignation from the Commission due to a schedule conflict with her new job.

MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting of October 21, 2011 had been distributed to each member prior to the meeting. The minutes were approved as written.

OLD BUSINESS

A. Parliamentary Procedure for Meetings.

Based on discussion at the previous meeting, the Commission discussed parliamentary procedure for meetings. It was determined that minutes need to be corrected/approved but do not need to be read into the record. Meetings need to officially be adjourned if there is no further business. Motions are not required for these actions but can be done if desired. Melinda explained that she prepares the meeting agenda based on the Commission's discussions and noted that items can always be added at the beginning of the meeting.

B. Historic Markers for Main Street Locations.

Tony Harmon advised that he made a 16"x24" historic marker for his building and painted it forest (hunter) green. He contacted artist Mike Somerlott who agreed to paint the lettering listing past occupants. Tony expects to have the sign done by the next HPC meeting. Brief discussion followed regarding the lettering and it was a consensus to use gold paint because it is easier to work with and more readily available than copper paint.

Janet reported that the Historical Society plans to have some new 4'x8' signs made and would like to use the same green color for overall consistency of historic signage. However, they are considering other primary colors for the lettering.

C. Commission's Funding.

Jim Lapinski distributed the Building & Planning Department 2012 budget request, which includes a total

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of \$1,125 for the HPC. Jim confirmed the request includes \$625 for supplies, \$100 for historic plaques (currently we have a surplus of copper blanks), and \$400 for historic markers (new line item). The 2012 City budget has not yet been approved by the City Council.

D. Tour Booklet/Brochure Orders.

Melinda Lee explained that she has delayed the ordering of additional booklets or brochures pending approval of the 2012 budget. She advised that she received two plaque applications which will necessitate updating the tour booklet again. A decision will need to be made regarding the tri-fold brochures.

Melinda stated at the last Rendezvous Committee meeting there was discussion about combining HPC and the encampment group and having them share space and the little stage. If that is done, she stated, HPC will need the tarps to protect the tables & display materials. It was felt by all that having the presenters up on the stage will make them more visible to the public. Janet suggested advertising the HPC schedule of presentations in a newspaper article separately from the Rendezvous program.

NEW BUSINESS

A. Historic Plaque Applications.

Melinda distributed historic plaque applications from Avrum Baum, 320 N. Main, and Sue Poe, 126 S. Main, for future discussion. Upon brief review, it was requested that Melinda verify the date of occupancy on Ms. Poe's application.

B. Membership.

Melinda advised that she contacted members whose terms expire at the end of the year. She acknowledged that Alan Bedford and Tony Harmon expressed a willingness to be reappointed. As reported earlier, Brenda Buckner has resigned, which leaves one vacancy.

REPORTS

Relative to the 2012 goals, Jim Lapinski questioned whether it is a goal to create a video of plaque recipients. It was felt that consideration could be given to doing a video tour to give the public an option during Rendezvous if they don't want to take the driving tour. In response to a question from Janet, staff confirmed that there is a 2012 goal relative to the first proposed Historic District. In order to achieve this goal, HPC members will have to make a strong commitment to prepare the inventory for properties within the proposed district. It was recognized that this would be an intense and time consuming task.

ADJOURNMENT

As there was no further business, the meeting was adjourned at approximately 11:10 a.m.