Minutes of Meeting  
Kootenai County Historic Preservation Commission (HPC)  
Wednesday, March 20, 2019  
3:00 PM

A. Call to Order

The meeting was called to order by Chairman Robert Singletary at 3:02 p.m.

1. Opening Protocols:
   The Chair dispensed with opening protocols in the interest of time.

2. Roll Call:
   Present were Chairman Robert Singletary, Commission members Russ Brown, Laurie Mauser, and Josh Gore, as well as Resource Management Office Director Jody Bieze, resident Jim Stravens, and acting Recording Secretary Nancy Jones. Bill Singleton was excused.

3. Approve Minutes:
   The Chair waived approval of minutes for the next meeting.

4. Introduce Guests:
   There were no guests.

B. Business

1. 02/19/2019 Letter from Charles Corsi, Regional Supervisor, Idaho Fish & Game
   Chairman Robert Singletary shared that he had received a letter from the State Historic Preservation Office (SHPO), indicating that the Pen d’Oreille /Steamboat Landing award was to be delayed. Since then, he had obtained a copy of a letter from Idaho Fish & Game (IFG) to SHPO, requesting that delay. As a result, Robert said that he would be meeting with representatives from SHPO, IFG, and Farragut on Monday, March 25, 2019, to discuss the letter and the reasons the site was nominated for the register. Laurie noted that there appeared to be some miscommunication about the project, based on what was written in the letter. Robert said that, if the concerns from IFG could be resolved, SHPO may put the project back on the schedule for reconsideration in September. He asked if any other historic registry project had been done on Fish & Game land; Laurie said that she was not aware of any, but that she had worked on projects before where potential national registry land was a factor for consideration. She suggested that Robert take the letters of support for the project to the meeting.

2. Public Relations Committee Update
   The Commission members discussed the Garden District project. Russ Brown stated that he would be happy to provide support for this as a member of the public relations subcommittee.

3. Historic Locations Committee Update
   Jim Stravens shared that he and Josh Gore had added some state locations to the HPC list, however, about ninety percent of the locations were destroyed. They are considering the best way to list locations so that anyone using the list is easy for anyone to use.

4. Membership Committee Update
   It was noted that some people have inquired about membership but that there was no significant update at this time.

5. Preservation Action Committee
   There was nothing new to report from the preservation action subcommittee.
6. Outreach Committee Update
This was covered as part of the public relations discussion; the group agreed to combine these two in the future.

7. Essay Contest Committee Update
Robert shared that he and Dave Eubanks were meeting with various schools in preparation for this year’s contest, but that most of them were not interested in doing much prior to Spring Break. He said that they have met with about one-third of the schools.

C. Open Floor

Jody Bieze shared that a grant award had been received in the amount of $13,000, which was less than the amount of the initial request. She said that she would amend the existing budget from the application to match the amount of the award. She asked everyone to document their volunteer hours and get them to her or bring them to the next meeting. She sent the agreement to county legal for review; once that was done, Jody said that she would bring it forward to the Board of Commissioners for approval. In response to Laurie’s question, she shared that the amount of the procurement only necessitated outreach to three individuals instead of going through a broader RFP process. No revisions were made to the submitted proposal other than the award amount. Part of the process moving forward would be informing the members of the historic district about the grant. Laurie noted that SHPO would prefer an architectural historian to be part of the project. Jody also reminded the group that the county budget deadline was approaching and that she was willing to work with them on a FY20 budget request. Historical budget information for the HPC was reviewed. Several members mentioned that they would like a budget to print business cards for the members; Nancy Jones recommended asking the current board if they were supportive of allowing cards for the commission, as previous boards had not approved a similar request.

D. Adjourn
There being no further discussion of agenda items or public comment, Chairman Singletary moved that the meeting be adjourned. Josh seconded the motion. The vote was taken. The motion was approved.

Chairman Robert Singletary adjourned the meeting at 3:42 p.m.

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Nancy Jones, Recording Secretary