

# Erie Historical Preservation Advisory Board

## Meeting Minutes

Recorded by: Tracy Colburn

Date: 09/27/2021

1. Call to order time: 6:33 pm – ZOOM
2. Roll Call:
  - i. Dennis Buck, Tracy Colburn, , Audem Gonzales, Joan Organ, Mike Turner, Brandon Bell. Absent: Eric Smidt, Mike K.
3. Approval of agenda – approved, Tracy moved, Joan – second
4. Approval of minutes –August 2021- approved Tracy moved, second Joan.
5. Applicants were voted in, to fill two of the board vacancies. Daniel Meyer and Jeff Runner to be presented to the BOT on October 12<sup>th</sup> for final approval.
6. Events Calendar – Biscuit day was not attended.
7. Old Business/Board Reports
  - i. Scholfield Farm – Assessment was done per Mike K and Mike T.
  - ii. Budget report – We have \$3815.73 remaining in the budget for 2021
  - iii. Plaque – We keep getting Gemini Casting, so we will be using the Loveland casting company, and Dennis will be going up next week to get it started.
  - iv. GIS – Nothing new this month.
  - v. Downtown Phase II Survey Grant HS Application – No new information, as our previous surveyor History Matters LLC, is not being proactive in getting anything done. Check out the Abo Group. Heidi to give a last chance before moving on.
  - vi. Eagle Mine – Heidi will be going out there to gather any information she can for landmarking this site.
  - vii. Design guidelines – Eric and Mike K are both absent to discuss at this time. Audem is looking to create design guidelines with guidance from EPHAB
  - viii. Historian Index – Joan Organ has found boxes of information that she will be milling through to get some material to start compiling.
  - ix. Survey memo to Holbrook PO's – Mike T got it all together, is ready to print it out, and send off to the homeowners. 19 are ready to mail. They need to be cross referenced with physical address with PO address. Tracy to help with this.
  - x. Master plan update – Audem – Master plans will be coming together in 2022. EHPAB to think about where historic districts should be, and participate in the planning.

8. New Business Board Report
  - i. NEW Advisory Board Member Guidebook. Please read through the playbook, what the roles are for, etiquette during a meeting, etc.
  
9. Review of Nominations None-Presented
  - i. Staff/Designated commissioner Presentation – n/a
  - ii. Owner Presentation n/a
  - iii. Public Comment n/a
  - iv. Commission Discussion n/a
  
10. Review of Alteration/Demolition
  - i. Staff/Demolition Commissioner n/a
  - ii. Owner Presentation n/a
  - iii. Public Comment – n/a
  - iv. Commission Discussion n/a
  
11. Other Business –
  - i. Reach out to Dennis B, or Mike T to add new items to the agenda, at least three days prior to scheduled meeting.
  - ii.
  
12. Announcements –
  - i. next meeting on October 25<sup>th</sup>, 2021. Via zoom
  - ii. Mike K might be out of town for our next meeting as well.
  
13. Meeting Adjourned – 7:36 PM