

Boone County Historic Preservation Review Board
Meeting Minutes
January 14, 2021
4:00 PM

The Boone County Historic Preservation Review Board held their monthly meeting on the above date via video teleconference using the Zoom online platform. The meeting was conducted pursuant to KRS 61.826, Kentucky Senate Bill 150 and OAG 20-05 and was necessitated by the state of emergency regarding the threats to public health presented by the novel Coronavirus (COVID-19) pandemic.

- I. **Call to Order.** There being a quorum of the membership present, Vice-Chair Bridget Striker called the meeting to order at 4:03 PM.
- II. **Roll Call.** Review Board members present were Vice-Chair Bridget Striker, Pat Fox, Lisa Hoffman, Dr. Eric Jackson and Tom Schiffer. Also present were Assistant County Administrator Matthew Webster and Boone County Planning Commission staff member Matt Becher.
- III. **Approval of Minutes.** Ms. Fox moved to approve the minutes of the November 12, 2020, Review Board business as presented. The motion was seconded by Dr. Jackson and approved unanimously.
- IV. **Items for Discussion and/or Action**
 1. **Election of Officers for 2021.** Ms. Striker asked whether Mr. Becher thought it appropriate to wait for Ms. Wingo at a future meeting to elect officers. Mr. Becher responded that he saw no reason the board could not discuss it. Ms. Striker continued saying that Ms. Wingo has chaired the board since 2013 and has asked whether Ms. Striker would assume the role of Chair for 2021. Ms. Striker is willing to chair the board unless someone else is interested. That change leaves the Vice-Chair position open unless another board member would like to fill that spot. There being no reply, Ms. Striker added that Ms. Wingo is willing to act as Vice-Chair if no one else is interested. After brief discussion, Ms. Fox nominated Bridget Striker as Chair of the board, Patricia Wingo as Vice-Chair and Tom Schiffer as Secretary for 2021. Ms. Hoffman seconded and the motion passed with Ms. Striker abstaining.
 2. **Review Board 2021 Meeting Schedule.** Mr. Becher advised that the board holds regular business meetings on the second Thursday of at least 8 months of the calendar year. Due to attendance issue, it may be prudent to postpone the annual retreat (which typically follows the January business meeting) for at least a month. The pandemic also may preclude an in-person preservation awards event in May; September or October may be better. After brief discussion about other potential conflicts, the board members reached consensus on the following meeting dates for 2021: January 14, February 11 (Winter Retreat), March 11, April 8, May 13, June 10,

September 9, October 14, and November 11. A date for the 2021 Preservation Awards will be set for one of the fall months, assuming the pandemic subsides.

3. **CLG Annual Report.** Mr. Becher stated that in order to maintain Boone County's status as a Certified Local Government, he is required to complete periodic reports for the National Park Service and Kentucky Heritage Council. The NPS report is annual and simply asks for updates on numbers of inventoried sites, etc. The KHC report is slightly more involved, requiring updates about continuing education credits, changes in ordinances, National Register nominations, etc. He is working on one of these updates for the last Federal Fiscal Year (October 1, 2019 - September 30, 2020) for submittal by February 1, 2021. He has already collected the required information from individual board members relative to Historic Preservation "Information and Education" sessions attended during the period. He reminded that everyone will need to take in at least one session sometime in FY 2020-2021 (October 1, 2020 - September 30, 2021). He added that the KHC staff person in charge of administering statewide CLG programs – Vicki Birenberg – is leaving that agency at the end of the year. He does not yet know who will assume her CLG duties and when, although it should not have any impact on the board.
4. **Florence Main Street Design Review.** Mr. Becher reported that he has been tasked with managing completion of an update of the design review guidelines and development standards for the Florence Main Street (FMS) District. A great deal of progress was made in 2019-2020 while Ms. Wingo was heading up that effort, but it was not quite completed prior to her retirement from the City of Florence. Ms. Striker commented that he should feel free to ask the library with relevant assistance – tours, notification, etc. Mr. Becher thanked her and said he will update the board periodically as he works through the project. One goal is to complete it in time for incorporation into the current county zoning regulations update.
5. **Historic Boone County Columns.** Mr. Becher indicated that it might be appropriate to wait until Ms. Wingo can be present to discuss this in depth as she is heading up the effort to republish the older articles via CERKL. Ms. Striker said that the board can talk about it in detail during the February retreat.
6. **2019-2020 Project: KHS Historical Markers.** Mr. Becher and Ms. Striker both indicated that neither of them have heard any update from the Kentucky Historical Society about production of the Old Courthouse and Florence Baptist Church. Mr. Becher stated that would pester the KHS for an update prior to the next Review Board meeting.
7. **2020-2021 Funding and Potential Projects.** Mr. Becher noted that all of the projects approved to date for FY 2020-2021 (**Cemetery Signage Project;**

Renaker House, Boone County Recorder and Donaldson House Bronze Plaques; Cleek Grave Marker relocation) have been completed and billed, leaving \$1,518 of the board's \$5,000 annual allocation. He added that Ms. Striker had previously indicated that the Boone County Public Library (BCPL) could use any leftover funds to hire a researcher for the upcoming African-American database and National Register projects. Ms. Striker replied that is a viable approach but the board would need to approve the expenditure. After some discussion about project parameters and research goals, Mr. Schiffer motioned to allocate the remainder of the Review Board's 2020-2021 funding (approximately \$1,518) to the Boone County Public Library for a researcher dedicated to the African-American database and history project. When Mr. Webster asked whether BCPL would do the hiring and invoice the count, Ms. Striker replied that she would get an invoice to the board at the appropriate time.

V. Adjourn

With no further business to discuss, Ms. Striker asked for a motion to adjourn. Ms. Fox made the motion to adjourn at 4:28 PM. Mr. Schiffer seconded and all agreed. The next business meeting of the Historic Preservation Review Board will be March 11, 2021, 4:00 PM.

Respectfully submitted,

Matt Becher, Rural/Open Space Planner
Boone County Planning Commission

Thomas Schiffer, Recording Secretary

Pat Wingo, Chair
Boone County Historic Preservation Review Board

Date