

June 28, 2023
5:30 p.m.
Common Council Chambers

Historic Preservation Commission
City of Crawfordsville
Meeting Minutes

The City of Crawfordsville Historic Preservation Commission met as scheduled at 5:30 p.m. on Wednesday, June 28, 2023 in the Common Council Chambers of the Municipal Building. Members present were: Becky Hankins, Aaron Hurt, Thomas Meeks, Thomas Neal, Emily Race, and Sue Lucas. Member Robyn Thompson was not present. Also in attendance were: Megan Huckstep, Director of Planning & Building Services; Angie Light, Administrative Assistant, Planning & Building Services; Tommy Kleckner of Indiana Landmarks; Alden Fenholm of Indiana Landmarks; and Judith Kleine representing Masonic Cornerstone.

Becky Hankins, Historic Preservation Commission President, called the meeting to order at 5:30 p.m.

Meeting minutes from May 24, 2023 were presented for consideration. Vice President Sue Lucas made a motion to approve the minutes as presented. Emily Race seconded. Motion passed 6-0.

Updated financial reports were provided to the Commission for review. Planning Director Megan Huckstep reported that the \$10,000 loan committed to Dr. Scheidler had been approved by Council and was reflected in the report. She provided an update on the two pending grants committed to Jennifer Cullings for 122/124 W Main Street, stating that Ms. Cullings had provided additional information and the public hearing had been tabled until Wednesday, July 5, 2023. Currently the Unsafe Building Order is still in place. Ms. Huckstep explained that the grants were committed to Ms. Cullings on October 11, 2022 and she has until October 2023 to utilize those. Emily Race moved to approve the financial reports as submitted. Thomas Neal seconded. Motion passed 6-0.

Under items of old business, Ms. Huckstep provided an update on the status of the Main-Green Local Historic District designation. She reported that it had been presented and Council and approved on first reading. It would go to Council on July 10, 2023 for second and potentially third reading. Ms. Huckstep reported that Ms. Lucas and Mr. Kleckner were present at Council for first reading. Ms. Lucas requested that an additional Historic Preservation Commission member be present for second and third reading. Ms. Race stated she would likely be able to attend.

Mr. Neal requested an update on the collapsed Journal Review building. Ms. Huckstep stated they did get shored up for safety and there had been a purchase transaction of the property. Ms. Lucas reported the new owner, Mr. Langevin, had applied for Crawfordsville Main Street's Architectural and Engineering Conditions Assessment Grant. Upon review of his application, Ms. Lucas noted several things that would need to be adjusted to align with the exterior standards set forth. She expressed confidence in the owner and the guidance he would receive.

Ms. Huckstep introduced new Historic Preservation Commission members, Aaron Hurt and Thomas Meeks.

Under items of new business, Mr. Kleckner reported that with the Council's adoption of the recommended Downtown Rehabilitation Grant Program Guidelines, there would be a need to improve the application and budget sheet. Mr. Kleckner provided Commission members with a draft of both the application and budget sheet for their review. Emily Race moved to approve the recommendation of the Downtown Rehabilitation Grant Program application and budget sheet. Thomas Neal seconded. Motion passed 6-0.

Continuing with items of new business, Mr. Kleckner explained that with the CLG audit, one of the recommendations by DHPA was that Crawfordsville's Historic Preservation Commission adopt a mission statement. Mr. Kleckner provided the Commission with a proposed mission statement as follows:

It is the mission of the Crawfordsville Historic Preservation Commission to preserve and protect historic and architecturally worthy buildings, structures, sites, and neighborhoods that impart a distinct aesthetic quality to the city and serve as tangible links to its heritage, thereby helping to ensure the orderly growth and development of the municipality while maintaining its unique character. The Crawfordsville Historic Preservation Commission serves the citizens of Crawfordsville both as a steward of the districts and as a resource for property owners and elected officials.

Ms. Race recommended changing the verbiage from "and" to "or," to be read as, "...and neighborhoods that impart a distinct aesthetic quality to the city *or* serve as tangible links to its heritage,..." Ms. Lucas questioned the need to better define the Historic Preservation Commission as being a legal body within the City of Crawfordsville. Mr. Kleckner stated he would make the suggested changes and the Commission could consider the mission statement at the July hearing after the legal department has had the opportunity to review it.

Ms. Huckstep noted in addition to the mission statement, the CLG audit also pointed out the need for staggering of terms of the HPC members. She reported having this corrected, only needing one remaining oath signed at this time and all vacancies being filled. Ms. Huckstep clarified that Mr. Meeks would be fulfilling the remainder of a term previously occupied by Lewis McCrary and Mr. Hurt would be fulfilling a vacancy.

The meeting opened for public comment. Judith Kleine came forward, offering an update on the Masonic Temple. Ms. Kleine presented a slide show depicting how they have spent funds. She reported several major projects either completed or near completion including: roof replacement, main entry doors, cleaning and painting, fly space walls, new handicap ramp, ballroom floor repair, window repair, south carriage entry doors including handicap panic hardware, electric outlets, basement cleaning, plaster repairs, and repainting the north and south parlors. Ms. Kleine stated future projects would include the first floor bathrooms, the hood and kitchen, three phase electrical, and updated LED lighting amongst many other things.

Under miscellaneous items, Mr. Kleckner encouraged Commission members to attend the Preserving Historic Places Conference in Muncie, IN, September 19-22. He advised that the agenda is available on the conference website and reminded members there are two scholarships available. Mr. Kleckner pointed out DHPA is holding CAMP virtually on Wednesday, September 13. Ms. Lucas stated her

intent to attend both the conference and CAMP. Ms. Race and Ms. Hankins stated their intent to attend CAMP. Ms. Lucas made members aware of the NAPC Virtual Summer Short Course on August 23-24. Mr. Kleckner stated he would host a training at the next HPC meeting, covering a topic most relevant to the Commission. Ms. Lucas suggested design review, while Mr. Kleckner thought perhaps Architectural Styles and Types of Mid 20th Century. Commission members agreed that a design review refresher would be prudent at this time.

With no further business, it was noted that the next meeting was scheduled for July 26, 2023. The meeting adjourned at 6:52 p.m.

Minutes Approved: 07.26.2023

Becky Hankins
President

Thomas Mackey
Member

Aaron Hunt
Member

Mel
Member

[Signature]
Member

Member