

## Exhibit A

**Muscatine County Historical Preservation Commission  
OFFICIAL MONTHLY MEETING ANNOUNCEMENT  
Wednesday, January 13, 2021 at noon**

**Via Zoom using the following link**

**We continue using the same link for all our Zoom meetings:**

<https://us02web.zoom.us/j/8010716532?pwd=ZDhUSjdRN0E3RGhwRW5TY1pXV3oyUT09>

Meeting ID: 801 071 6532

Password: 633647

**Or by phone**

13126266799,,8010716532#,,,,0#,,633647# US (Chicago)

12:00 PM - 1:30 PM (CDT)

Meeting using zoom platform conforms with CDC guidelines

### Order of Business

**Roll Call:** Called to order by Koellner.

Commissioners Present: Koellner, Ochiltree, Allgood, Beveridge, Pruitt, Furlong, Collins, Daufeldt

Absent: Bosten

### Agenda

1. December 2020 meeting minutes (Daufeldt). Allgood 1<sup>st</sup>, Pruitt 2<sup>nd</sup>. Approved all Ayes.
2. Treasurer Report (Allgood). Daufeldt 1<sup>st</sup>, Furlong 2<sup>nd</sup>. Approved all Ayes.
3. Meeting reviews by members since last meeting other than covered below (All)- None reported
4. Three members appointed January 4, 2021 by County Board of Supervisors to serve until January 1, 2023. (Thanks to all for serving.)

### Old Business

5. Historic Jail Museum/Archive potential grants and fund-raising. (*"I am very pleased to write that the State Historic Preservation Office, Department of Cultural Affairs will be funding Muscatine County's Certified Local Government (CLG) grant for the historic Muscatine County Jail. Congratulations!"*)

*(excerpt for official letter attached to Jeff Sorenson, Chair, County Board of Supervisors from Paula Mohr)*

The Historic Jail CLG grant was approved for \$9,600. Lisa Wertzbaugher will be lead on the Old Jail with Pruitt supporting her.

- a. Koellner-Our next step is to write the contract and forward it to you electronically for your digital signature. Once the contract is signed, I will send a notice to proceed and the commission can start work on this project. I/We have not received the contract yet. On receipt, I will recommend signing to Chair CBS on behalf of MCHPC, and Chair County Board of Supervisors will need to sign contract.
- b. Lisa Wertzbaugher will administer the contract along with commissioner Lynn Pruitt. Lisa is working with Sherry Seright, Muscatine County Administrator's office for 40% match. (info only)
- c. Iowa's Rural Revitalization grant round now open: Deadline Feb. 1, 2021 – Lisa Wertzbaugher is writing a grant on behalf of MCHPC.
- d. Historical Resource Development Program (HRDP) grant is due June 2021. Lisa Wertzbaugher is also writing this grant. She is working with Mike Nolan to determine what portion of the project that these funds can be written. -

NOTE: After the meeting Koellner added the following from an email dated – 01-18-2021... As I indicated on MCHPC zoom meeting Lisa Wertzbaugher would go to B of S meeting to ask for \$53,000 to match the grant application from State and Federal government for Rural Revitalization grant of \$125,000. The County Board pledged that at the meeting this morning. Now to write grant and submit in two weeks. Keeping you updated.

#### 6. CLG Grant for County Schools and Churches: (Daufeldt)

- a. Visual review by contractor and commissioners – Completed for all townships
- b. Township status of intensive surveys of churches and schools from historic documents by commissioners – (reference – Leah Rogers Google Drive) Leah Rogers plans to start her preliminary report in January 2021 and is due in March. The following was a recap of townships that still need work to finish the research:

- i. *Wilton – partially done*
- ii. Wapsinonoc – done
- iii. Goshen – done
- iv. Pike – done
- v. *Sweetland – done*
- vi. Orono – done
- vii. *Moscow – not done*
- viii. Montpelier – done
- ix. Lake – done
- x. *Fulton – not done*
- xi. Fruitland – done
- xii. Cedar – done
- xiii. Bloomington – partially done

- xiv. Area 6 – done
  - xv. Seventy-Six – done
  - c. Estimate of completion of those not completed
  - d. Need photos of volunteers in action working on the project
  - e. Contractor timeline for completion -prelim in March and final report in June 2021
  - f. Mileage and hours worked to Jane Daufeldt to be used as match for the 2<sup>nd</sup> report due in January 2021.
7. Nichols Historic Commercial District, Homes and Churches (Pruitt)
- a. Pruitt reported a letter from Federal/State on the approval of National Historic Register of Historic Places for Ijem Avenue. The letters are sent to the mayors of the communities. This letter was sent to the City of Nichols. Need to confirm with the City did receive. Plaque for commemoration of the designation will be placed in a prominent place in Nichols TBD with the City Council. Still need to set a date to meet with Nichols City Council to discuss NHRHP and date for the placement of the plaque.
  - b. St. Mary's Church – Contract with Jennifer Price status of Field Services Report- Work in Process
  - c. Nichols United Methodist Church and Nichols Christian Church determination- Not eligible for NRHP
  - d. Ben Nichols home – Cost of study for NHRHP- Pruitt reported that the home is eligible for Historic Register, but will need to determine the funding.
  - e. Press releases with story of area media.

Other potential areas. Pruitt will discuss with Paula Mohr at State Historical Preservation Office the how to prioritize grant requests for these projects: Fish Hatchery, Historic Jail, Nichols Home...

Allgood suggested we fund raise to establish a pool of money from towns and county to provide a matching funds source.

8. Fairport State Fish Hatchery (Stevens and Pruitt) -- Stevens was preparing a memo to update the Commission and will send it to Koellner. Koellner reported that Iowa DNR is allowing \$50,000 for razing the old pump house and to include a memorial kiosk. Educational trails and nomination to the NRHP will have to be funded separately. There will need to be a fund raiser to make up the cost differential for a more elaborate kiosk and the other items that we want.
- a. Brochure for potential public participation financially
  - b. Discussion with IDNR on gazebo design
  - c. Pump house status for demolition no date set
  - d. Funding for nomination of NHRHP by IDNR
  - e. Master Plan for Historic site
  - f. Activity by Friends of Fairport Fish Hatchery
  - g. Actions required by MCHPC

9. Update County website with all Historic locations in County – map and website. Collaborate with Muscatine City Historic Preservation Commission to add locations within the city to also be placed on MAGIC. All locations on NHR be placed on MAGIC. (need volunteer to work with Daufeldt. Daufeldt has approached members of the City of Muscatine Historic Preservation Commission- Dan Clark (former member) and Devin Pettit about the project. Waiting to hear from the city's commission.
10. Highlights of 2020 accomplishments by MCHPC (Pruitt) Report attached to minutes for this meeting. Review 2020 accomplishments and the proposed 2021 plan of work with County Board of Supervisors (Pruitt and Koellner)

#### Plans for 2021

- a. Koellner attached the 2021 Work Plan to the minutes of the for discussion. Rather than all commissioners getting back to Pruitt, the commission narrowed the area of priority to the following in the meeting:
  - 1.) Rural Cemeteries
  - 2.) Towns
  - 3.) Public Meeting Places

#### **NOTE: See Addendum at the bottom of the minutes for the 2021 Work Plan**

Commissioners selected the top 3 areas from the Planning for Preservation recommendations from the seven that are listed for the commission to consider were determined at the meeting.

- b. Ongoing Historic Preservation Projects (Project managers)
  - i. Historic Jail Restoration and Development of County Museum and Archives (Wertzbaugher, Pruitt)
  - ii. Country Schools and Churches (Daufeldt)
  - iii. West Liberty Fair Grounds (Koellner)
  - iv. Nichols Historic Homes and Churches (Pruitt)
  - v. Fairport Fish Hatchery (Stevens, Pruitt)
  - vi. Wilton and West Liberty Historic Neighborhoods (Allgood, Koellner)
- 11.. Upcoming meetings
  - a. a. Nichols city leaders on NHRHP (Ijem Avenue Commercial Historic District, Ijem Ave. between Railroad St. and Main St., Nichols, SG100005566, LISTED, 9/18/2020)
  - b. Friends group for Fish Hatchery – funding, planning for trails and kiosk with commission members
  - c. City of West Liberty and Wilton leaders for potential historic districts and preparation of CLG grant application
  - d. Meetings with IDNR/McCarley on Fish Hatchery NHRHP potential nomination
  - e. Annual meeting with County Board of Supervisors by Pruitt and Koellner

12. *Open Discussion*

Allgood reported that she submitted the CLG for Wilton.

13. Next meeting date and location – February 10, 2021 – via zoom platform

**Addendum Added:**

## **2021 Work Plan**

### **Muscatine County Historic Preservation Commission**

**The Muscatine County Historic Preservation Commission (MCHPC) has been actively pursuing the goals of exploring, restoring and maintaining the history of our county. We set forth the following aspirations for the coming year.**

**Membership:** Maintain our membership at nine members; replace immediately any vacancies. Each member shall be active in at least one of our ongoing projects. Special attention in regard to orientation and training will be provided for our newer members.

**Commission Meetings:** Schedule and conduct at least ten meetings with a quorum of members in attendance. Most of the meetings will be held at the county administration building but some meetings will be at specific locations throughout the county as opportunities arise.

**Local Historic Collaboration:** Work with other local groups who have historic interests, such as Muscatine (City) Historic Preservation Commission, Muscatine Art Center, National Pearl Button Museum, Musser Public Library, West Liberty Heritage Foundation, Wilton Historical Society, and Tri-County Heritage Museum in Durant. We propose to meet with representatives of these groups annually to update each on their activities; to offer our help for their groups where possible; and to avoid duplication of efforts. Once our Muscatine County Historic Jail Museum and Archive is completed, we can be the county's repository of historic information and artifacts. Our establishment of a "Historic Facilities" page (layer) on the county's Muscatine Area Geographic Information Consortium (MAGIC) map can be adopted by other historic groups to locate their historic places, and we can collaborate on historic brochures, websites and organized historic tours. Training we receive annually can also be shared with these other related groups. Much of this local collaboration may have to be conducted virtually in 2021.

**Commission Training:** Obtain related training for at least three of our members including attendance of at least two members at the Iowa Historic Preservation Summit in Council Bluffs.

Training will be shared with other members who do not attend. At least one member will participate in the Iowa Country School Conference. If COVID is still a concern, we will pursue these training activities

virtually. We can potentially arrange for specific historic preservation training related to our current work or future aspirations using virtual means. We have the use of an enterprise license from the County for GoToMeeting available to MCHPC for this purpose.

**Public Awareness and Historic Education:** Give annual reports to Board of Supervisors on progress and additional reports as needed for special projects. Prepare press releases as appropriate, such as the Historic Jail project and progress on the CLG for rural schools and churches. Maintain our Face Book page for historic research and communication of MCHPC's historic work and share other area historical information that will help provide expanded knowledge to the general public. Update our website to reflect current activities and objectives. Future activities to include: (1) Provide educational material electronically and published for our residents to include children; (2) Provide tourist materials for day trips and local sightseeing including making contributions to the Iowa Culture App and work with the local Convention and Visitors Bureau; (3) Erect signage at locations to describe historic facilities with credits to MCHPC.

**Nominations to the National Register of Historic Places:** Identify at least one new property or district with potential for listing on the NRHP, and start the process to get it listed. Particular attention will be given to those properties recently deemed eligible through Field Services studies including Wilton and West Liberty potential historic districts, and pending Nichols family home and church. We will also be following the Iowa DNR decision regarding permission to nominate the Fairport Fish Hatchery as a historic district.

**Ongoing Historic Preservation Projects:**

1. **Historic County Jail Restoration and Development of County Historic Museum and Archive:** Work with our Historic Jail Friends' group to help manage and raise funds for the project to convert the building into a Muscatine County Historic Museum and Archive. If successful with the CLG Grant, we will proceed with architectural and engineering design related to the museum/archive project. Pursue additional grants for construction of the first phase of the project. Begin a funding campaign to provide matching funds for applications to larger grants to complete the phases of preservation on the building.
2. **Country Schools and Churches:** Continue with the CLG-grant funded county-wide survey of country schools and churches. Remaining work includes verification of school and church locations on the county's GIS map, and documentation of the history for each. Existing facilities will be evaluated for potential listing on the NRHP. The long-term objective is to provide historic markers at each location.
3. **West Liberty Fair Grounds:** Continue to have at least one member involved as historic preservation advisor on the West Liberty Fair Board Building Committee. Also assist the Fair Board with financial planning and fund raising to maintain the Historic District while they restore key fair grounds buildings.

4. **Nichols Historic Homes and Churches**: Pursue a grant to assist with nomination of the Benjamin F. Nichols Home to the NRHP. Follow up with the detailed evaluation of eligibility of the Nichols St. Mary's Catholic Church.
  
5. **Wilton and West Liberty Historic Neighborhoods**: We will be submitting an application for a CLG Grant to fund the nomination of selected historic neighborhoods in Wilton and West Liberty as identified by the recent Field Services study.
  
6. **Fairport Fish Hatchery**: Work with Iowa DNR in conjunction with the National Pearl Button Museum with the objective of obtaining permission to nominate the Fairport Fish Hatchery as a district on the NRHP. Also support their initiative to construct an informational kiosk related to the fish hatchery history including mussel propagation for the pearl button industry. Encourage the complete documentation of the historic pumphouse that is scheduled for demolition in 2021.

**Planning for Preservation Follow Through**: Pursuant to our 2017 Planning for Preservation Study, we will evaluate new projects for our Commission from this list of study recommendations:

1. Muscatine Island - Fruit and Vegetable Industry - This was the Study's top recommendation
  2. Transportation in Muscatine County - Stagecoach routes, railroads, depots, ferry crossings, early highways (Highway 6 and travel cabins), interurban from Davenport to Muscatine, old rail depots and supporting buildings and businesses. old bridges
  3. Muscatine County Cemeteries, including Pioneer Cemeteries some of which were located in the plat searches and noted on the MAGIC map
  4. Ethnic Diversity in Muscatine County – Native Americans, German, Irish, Scandinavians, African Americans, Hispanic and others
  5. Early Industries that no longer exist - vegetable and lumber and button manufacturing, sauerkraut, breweries, and river boat captains from Muscatine County that were part of the Grand Excursion of 1854
  6. Towns that are dying or have died, e.g. Adams Station, Ardon, Atalissa, Bayfield, Cranston, Fairport, Geneva, Moscow, New Era, Nolo, Petersburg, Pleasant Prairie, Port Allen, Stockton and Sweetland
  7. Public Meeting Places such as Grange halls, township halls, old post offices, and more
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**Exhibit B**

**Muscatine County Historic Preservation Commission  
FY 2020/21  
YTD February 10, 2021**

<b>Fund Balance:</b>	<b>21,356.96</b>
<i>Encumbered:</i>	
<i>CLG - Historic Jail</i>	<i>(6,400.00)</i>
<b>Bridge replacement mitigation</b>	<b>(4,250.00)</b>
<b>Unencumbered Fund Balance:</b>	<b>\$ 10,706.96</b>

	<b>Budget</b>	<b>YTD</b>	<b>Balance</b>
	<b>30,800.00</b>	<b>Expenditures</b>	<b>27,068.00</b>
Commission Expenses	5,000.00	(37.00)	
CLG-School/ Churches	13,300.00		
Historic Jail-Remodel Design	12,500.00		
Price Preservation-HRDP Nichols		(3,545.00)	
Price Preservation-Nichols		<u>(150.00)</u>	
<b>TOTAL</b>		<b>(3,732.00)</b>	

<b>HRDP Grant - Nichols</b>	<b>Budget</b>	<b>YTD</b>	<b>Balance</b>
<b>Expenditures:</b>			
Jennifer Price	7,433.00	(7,433.00)	-
<b>Revenue:</b>			
Grant Reimb-State of Iowa <b>(1st half received 18/19)</b>	5,500.00	5,500.00	-
Cash Match-Nichols	<u>1,933.00</u>	<u>1,933.00</u>	-
	7,433.00	7,433.00	-

<b>CLG Grant - Schools-Churches</b>	<b>Budget</b>	<b>YTD</b>	<b>Balance</b>
<b>Expenditures:</b>			
Leah Rogers-Tallgrass <i>In-kind match \$3,751</i>	14,000.00		14,000.00
<b>Revenue:</b>			
Grant Reimb-State of Iowa	9,750.00		9,750.00
Cash Match-HPC	4,250.00	4,250.00	-
	14,000.00	4,250.00	9,750.00

<b>HISTORIC JAIL PROJECT</b>	<b>Budget</b>	<b>YTD</b>	<b>Balance</b>
<b>Expenditures:</b>			
Horizon Architecture-Phase 2	16,000.00		
<b>Revenue:</b>			
CLG Grant Donations	9,600.00		
Cash Match-HPC	6,400.00		