

**Minutes of the Winneshiek County
Historic Preservation Commission
Meeting
February 8, 2003
10:00 A.M.
Old Winneshiek County Jail**

Present

Kevin Lee, Steve Johnson, Dave Stanley, Ferneva Brimacomb, Steve Klimesh, Elizabeth Lorentzen, Roger Bergan.

Ferneva moved to approve the minutes for January meeting. Steve J. seconded and minutes were approved unanimously.

Kevin presented a letter he drafted to submit to the City Council to support preservation of the East Side School. He indicated that the HPC as a County organization could not interact with the City according to Kerry McGrath the CLG coordinator for the State Historical Society of Iowa.

A discussion ensued on whether or not the HPC should send such a letter to the City. The Three R's approached Kevin about submitting a letter from the HPC to support preservation of East School. The HPC members agreed to submit the letter and it was decided it should be signed by Steve J. since he is the HPC Chair.

Kevin moved to submit the letter and Steve K. seconded the motion. The vote was unanimous for approval.

Steve J. indicated that he had presented the request to the Board of Supervisors concerning HPC funding for fiscal year 2003-2004. He had not yet heard back from the Supervisors regarding this request.

Kevin and Roger indicated that they would like to attend the masonry workshop in Des Moines that will be presented by the State Historical Society. Registration is free so the only cost would be mileage and meal expense. The HPC discussed the need for developing an expense form and what the mileage and expense reimbursement should be. Dave proposed 34 cents per mile and \$25 per day for meals and parking expenses and that receipts should be attached to the expense forms (excluding parking meter expense).

Steve J. moved and Roger seconded using these rates and criteria. The vote was unanimous for approval of the 34 cents per mile and \$25 per day per individual attending out of town meetings and workshops.

Elizabeth, as treasurer, stated that she had opened a checking account at Decorah State Bank and Trust but a federal I.D. number needed to be acquired.

A discussion ensued concerning the priority of individual purchases by the HPC. Dave indicated that he had a discussion with a computer specialist concerning the cost of upgrading the HPC's computer (a Pentium I, ca. 1995). To upgrade (e.g. hard drive, motherboard) would be nearly the cost of purchasing a brand new Pentium IV computer with a much larger hard drive and other accessories (DVD/CD drive, modem, video, sound, upgraded software, flat screen monitor, etc.).

Dave estimated the cost of a new computer to be in the \$1,000 to \$1,100 range, not including shipping.

Elizabeth noted that she would need a record book to maintain expenditure records.

A discussion also took place concerning the purchase of a four-drawer file cabinet. Dave estimated that the cost range would be \$99 to \$250 depending upon quality. Steve J. suggested that it might be possible to find a used one or possibly get one donated. It was decided to wait on the file cabinet.

Steve J. moved to authorize the purchase of a new computer and the record book. Steve K. seconded. The vote was unanimous for approval.

Dave brought up the possibility of developing a digital database for archeological and historic site records for the County. A general discussion took place in this regard and Dave said he would look into what this would entail. Kevin and Steve J. said they would provide two examples of the Historic Society's files for Dave. Dave said he would show it to his computer person and test flight how to scan and digitize the files using the new computer. Dave suggested that the March meeting take place at Bear Creek Archeology, Inc. That way the computer specialist would be available to answer questions and show the HPC the process.

Elizabeth expressed her interest in taking ICN architectural workshops. There are no fees for these workshops.

Ferneva brought up the topic of developing a brochure illustrating the locations and nature of selected historic sites throughout the County. She felt this would be useful for those visiting the County and it would illustrate the rich and colorful history of Winneshiek County. The HPC thought this would be a good idea and three basic categories were identified as bridges, structures, and pioneer cemeteries. Kevin noted that most of these sites (excluding bridges) would be on private property. He pointed out the need to receive permission from property owners in this regard. The cost of the brochure was also an issue raised.

Ferneva indicated she would look into what the cost might be.

It was decided that the next meeting would be held at Bear Creek Archeology, Inc. on March 8th at 10:00 A.M. Bear Creek is located on the east side of Cresco on the north side of Highway 9 between the REC building and old DOT Maintenance garage.

Meeting adjourned at 11:30 A.M.