

## **MINUTES OF HISTORIC PRESERVATION COMMISSION MEETING JANUARY 17, 2024**

**Date and time:** 01.17.2024 01:00 pm  
**Present:** Crystal Aulbur, David McDaniel, Frances Vaughn, Mary Sheridan, Assistant City Engineer Richard Elsenrath, and City Clerk Kathie Ratliff  
**Absent:** Carl Brauner, Steve Moore, Council Liaison Jeff Stone  
**Location:** Fulton City Hall Executive Conference Room

### **DISCUSSION**

#### **1. CALL TO ORDER.**

The meeting was called to order at 1:00 p.m. with the Historic Preservation President, Crystal Aulbur, presiding.

#### **2. ROLL CALL**

There were four members present, two members (Brauner, Moore) absent. Quorum met.

#### **3. COMMENTS FROM VISITORS**

There were no comments.

#### **4. APPROVAL OF MINUTES**

**Decision** Motion was made by Mary Sheridan and Seconded by Frances Vaughn to approve the minutes for November 15, 2023. All in favor, none opposed. Motion carried.

#### **5. UNFINISHED BUSINESS**

##### **Kiln Project**

Discussion was reopened from the previous Historic Preservation Commission meeting regarding the kiln stack fencing. An aerial image of the area was presented for visual reference, covering approximately 489 linear feet. If the commission gives its approval, bids will be sought.

Mr. McDaniel expressed concerns about the potential time required to clean up the area. Assistant City Engineer Elsenrath reassured that the process might be faster than anticipated, depending on the desired property use. The environmental study results will provide more insights.

Mrs. Aulbur will actively pursue bids for decorative fencing, which will later be presented to the council for review and hopeful approval. There is an intention to include this project in the 2025 budget if it reaches that stage.

**Decision** Motion was made by David McDaniel and Seconded by Mary Sheridan to approve the search for decorative fencing bid submissions (to be completed by Crystal Aulbur) for the kiln fence project. All in favor, none opposed. Motion carried.

##### **Historic Properties Survey**

There has been no movement on this project. Work will continue.

##### **Strategic Plan**

Mrs. Aulbur emphasized the importance of establishing an effective strategic plan and proposed a separate meeting dedicated to discussing the by-laws and defining the role of the strategic plan. She suggested holding monthly meetings specifically focused on this project while maintaining the regular Historic Preservation Commission schedule.

**Decision** Frances Vaughn made a motion, seconded by Mary Sheridan, to convene in special work session on February 21. All in favor, none opposed. Motion carried.

#### **410 E. 8<sup>th</sup> Street, Fulton**

Assistant City Engineer Elsenrath provided an update on 410 E. 8th Street. He reported that the owner had approached the city and requested a permit to commence work on the project by mid-February. Mr. McDaniel shared that he had also spoken with the owner, emphasizing the urgency of addressing the matter promptly.

It was made clear to the owner that the historic designation of the home is the key factor that delayed the demo process. Elsenrath highlighted that since the property is not owned by the city, the demolition process needs to be bid out for contractual considerations. If the owner fails to meet the specified deadline, the city will initiate the necessary steps for demolition.

There was a brief discussion about the potential sale of the property to another owner. Elsenrath expressed skepticism about the property's salvageability, raising doubts about its potential for restoration especially as time continues to pass.

#### **Condemned Properties List**

Mrs. Aulbur asked if there had been any movement regarding an ordinance to approve a condemned properties list for the website. It was noted that no development has occurred at this time.

#### **6. NEW BUSINESS**

The discussion related to new business items was quite concise; it included grant opportunities from the Certified Local Government (CLG) site, compilation of member resumes for the CLG report, and an upcoming webinar offered by the State Historic Preservation Office on February 5. The meeting also explored the Paul Bruhn Historic Revitalization Grants Program, and an update on the National Historic Designation of the Middle River School.

#### **8. NEXT MEETING**

Upcoming meeting dates are as follows:  
February 21 at 1:00 p.m. – Strategic Planning Meeting  
March 20 at 1:00 p.m. – Regular Meeting

#### **9. ADJOURN**

**Decision** Motion was made by Mary Sheridan and Seconded by David McDaniel to adjourn at 1:39 p.m. All in favor, motion carries.

Respectfully submitted,  
/s/ Kathie Ratliff