



DADE COUNTY HISTORIC PRESERVATION COMMISSION REGULAR MEETING

Tuesday, January 8, 2019 at 2:00 p.m.

Board of Commissioners' Public Meeting Room
Dade County Government Administrative Building
71 Case Avenue
Trenton, Georgia 30752

MINUTES

This document is tentative until ratified and approved by the Historic Preservation Commission;
and therefore shall not be binding on the county or any officer.

Scheduled date for ratification: February 12, 2019

CALL TO ORDER

Chairperson Donna Street called the meeting to order at 2:00 p.m.

ROLL CALL ~ COMMITTEE MEMBERS

Donna Street, Chairperson	PRESENT	County Representative
Audrey Clark, Vice Chair	PRESENT	City Representative
Rex Blevins	PRESENT	County Representative
Sarah Moore	PRESENT	County Representative
Cindy Richie	PRESENT	City Representative
Ted Rumley, County Executive	PRESENT	<i>Ex-officio member for Dade County</i>
Alex Case, Mayor of Trenton	ABSENT	<i>Ex-officio member for City of Trenton</i>

Chairperson Donna Street announced a quorum of Commission members present, and therefore a legal meeting was called to order and in session.

COUNTY STAFF

Don Townsend, Clerk to the Board of Commissioners	PRESENT
Brian Wooten, Communications Director	PRESENT

READING OF MINUTES

Chairperson Donna Street announced the reading of the minutes from the last regular meeting of the Trenton-Dade County Historic Preservation Commission (HPC) held on December 11, 2018 and two special called meetings held on December 18, 2018 and December 27, 2018 would not be necessary since all commissioners' were provided an electronic copy of the minutes prior to today's meeting. The Chair called for any corrections to the minutes, hearing none she entertained a motion to accept the minutes as presented by Mr. Don Townsend, Secretary of the HPC. Commissioner Mr. Rex Blevins moved to approve the minutes as presented, and Mrs. Sarah Moore seconded the motion on the floor. The Chair called for approval of the minutes by polling each Commissioner whereas the board unanimously agreed to add the minutes being considered whereas the vote was recorded:

Motion made by: Mr. Rex Blevins
Seconded by: Mrs. Sarah Moore
Those voting in favor: 5 – Blevins, Clark, Moore, Richie, Street
Those opposed: 0 – N/A
Decision: Passed by unanimous vote

APPEARANCES

Mrs. Joy Odom and Mr. William Back were on-hand to provide technical assistance regarding grant writing. Both agreed to meet back at the appointed time to continue grant discussion offline from this board meeting.

Mr. Russell Brown, Treasurer of the Dade County Historical Society, made a report on the Dade County Historical Society's annual financial audit. He stated the Dade County Historical Society has completed their financial audit. Mr. Brown reported Ms. Tammy Scott performed the certified audit with the following results: "Clean Audit". He explained that means there were no findings (minor or major) which equals a clean audit. The Dade County Historical Society now has in its possession a Letter of Compliance demonstrating a clean audit. No official action was required or taken.

UNFINISHED BUSINESS

Chairperson Street announced Mr. Bruce Case, a local architect and owner/operator of Construction Consultants, is scheduled to visit to the old historic courthouse on January 15, 2019 as requested by Mr. Ted Rumley, County Executive and Chairperson of the Board of Commissioners of Dade County, Georgia. Mr. Case agreed to inspect the old courthouse and provide an estimate on preparing official drawings to propose a plan of budgeted phases to restore the infrastructure and restoration of the historic building. No official action was required or taken.

Chairperson Street stated the sidewalk in front of the building had been poured and was curing. Mr. Ted Rumley announced that in December 2018 an elderly gentlemen who was experiencing a medical condition, hit the south wall of the lawn at the old courthouse causing a lot of damage. This claim has been submitted to our insurance company and they are working with his insurance company to repair the wall before the end of February 2019, or whenever mortar may be mixed dependent on the weather conditions (temperature). No official action was required or taken.

Chairperson Street called upon Mrs. Sarah Moore to report on the deed search where the old historic courthouse sits today. Mrs. Moore presented to the members a copy of the handwritten deed and a plat displaying the original land lot defined in the deed atop a visual depiction of the aerial view today. The Commission thanked Mrs. Moore for locating this deed. No official action was required or taken.

Chairperson Street commented on the capital fund raising projects and asked Mr. Townsend to determine the exact number of windows remaining for purchase in order to sell those as soon as possible. Ms. Street thanked Mr. Brian Wooten for printing this year's annual historical calendar of local Dade County sites and people. The Chair also thanked everyone for their assistance binding the calendars on December 18, 2018. Ms. Street called on Mr. Brian Wooten to discuss the progress of communicating the activities of the Historic Preservation Commission. He reported they were still collecting and organizing historic pictures and stories to begin placing on the County's website. He recommended utilizing the website's section near the bottom called Dade County's Historic Spotlight....an article, picture or story that may be added weekly, and maintained online as an archive of data for future reference. Mr. Wooten introduced the proposed logo for the Trenton-Dade County Historic Preservation Commission for letterhead, business cards, etc. Members of the HPC thanked Mr. Wooten for his work and each stated they approved of the logo. No official action was required or taken.

Chairperson Street stated since we have been preapproved as a Certified Local Government (CLG) that status allows the HPC to apply for CLG grants offered this cycle. The deadline to submit a grant is February 1, 2019, therefore, we need to move expeditiously over the next three weeks. The Chair appointed a committee to work on the Category I CLG grant application: Donna Street, Joy Odom, William Back, Audrey Clark, and Don Townsend. The committee agreed to meet Friday, January 11, 2019 to begin working on the application. No official action was required or taken.

NEW BUSINESS

Chairperson Donna Street thanked Mr. Don Townsend and Mr. William Back for their many hours spent working on the Georgia Certified Local Government Program. Mr. Townsend stated that he received notification from Mrs. Sarah Rogers that our HPC's CLG status has been preapproved and now awaits formal adoption by the National Parks Service. However, due to the federal shutdown, the approval process will be delayed, but will not restrict the Trenton-Dade County HPC from submitting a CLG grant application. As part of the final commitments on behalf of our HPC our group must formally adopt bylaws for the organization.

Chairperson Street advised the group that Mr. William Back took the bylaws we approved at a special called meeting in December 2018 and greatly condensed those to fit our organization. Mr. Back reviewed the bylaws with the HPC and answered all questions pertaining to the bylaws. Ms. Donna Street proposed the amended bylaws for adoption. Mrs. Sarah Moore moved to approve the proposed bylaws for adoption, Mrs. Audrey Clark seconded the motion. The Chair called for any further discussion, hearing none the Chair called for approval of the amended bylaws by polling each Commissioner whereas the board unanimously agreed to approve the bylaws being considered whereas the vote was recorded:

Motion made by: Mrs. Sarah Moore
Seconded by: Mrs. Audrey Clark
Those voting in favor: 5 – Blevins, Clark, Moore, Richie, Street
Those opposed: 0 – N/A
Decision: Passed by unanimous vote

Chairperson Street recommended working with the Vice Chair, Mrs. Audrey Clark, to ensure a representative of our HPC makes a report to the County and City Board of Commissioners meeting at least on a quarterly basis. This flow of information is critical for the next couple of years, until we learn completely who we are and what we are doing. Ms. Street further commented we want to be as transparent as possible before the public so we are able to call upon the public's help, and assistance of both City and County as may be required. No official action was required or taken.

Chairperson Street appointed a committee of herself and Mr. William Back to work on the Certificate of Appropriateness (COA) application prior to the HPC's meeting on February 12, 2019. The Chair then reviewed goals for the new HPC for 2019 and looked forward to working with each member. No official action was required or taken.

Chairperson Street called for any new business. Hearing no further business to discuss, the Chair announced the next regularly scheduled meeting of the Trenton - Dade County Historic Preservation Commission would take place on Tuesday, February 12, 2019 at 2:00 p.m. to be held here inside the Commissioners' Meeting Room.

The Chair called for a motion to adjourn. Mrs. Sarah Moore moved to adjourn the meeting, whereas the Chair announced the meeting adjourned at 4:15 p.m.

Respectfully submitted as recorded,

Don Townsend, Clerk to the Commission