

## Historic Resources Board Meeting

### Minutes

Monday, August 24<sup>th</sup>, 2020 at 3PM

Community Service Center, 3<sup>rd</sup> floor Conference Rm

Conference Call: (425) 436-6372 with access code 254398

- I. Call to Order (3:01PM)  
Present: Henry Lussy (Vice-Chair/Interim Chair), Mary Lynn McKenna, Bob Wren, and Gayla Hess (HPO); public per sign-in sheet.
- II. Approval of the Minutes from the meetings of June 18, 2020 and July 23, 2020.  
Motion made by Mr. Wren to approve meeting minutes with a second by Mr. Lussy. Motion passed 3-0.
- III. Unfinished Business
  - a. Glenn's Dam NR sign – proposed text review update  
HPO reported that Wren's suggestion (aka Hefner's reference) added to text. Text and payment authorized by Parks Director.
- IV. New Business
  - a. Preservation Plan – Request for Proposals (RFP) review

Mr. Hamming asked about the project timeline as proposals had varying end dates. Mr. Vauthier verified the February 2021 date listed in the RFP. Mr. Wren asked about how the target end-date was determined with HPO and Mr. Vauthier referencing grant timelines.

HPO reminded the group that this is a professional service and that applicant qualifications are the focus.

**Cushing-Terrell's** proposal was briefly introduced with mention of Secretary of Interior (SOI) qualifications by members of the team, its 3 main goals, 2 site visits listed and its Bozeman offices by Hess.

Mr. Wren expressed interest in contacting Shelby reference as the project was similar in scope. Bob noted that the proposal lacked detail and was not specific to ADLC but liked that the firm is in state.

Mr. O'Rourke spoke of previous experience with the firm on engineering projects and their willingness to work within the community. He noted that other projects did not focus on outreach or placed burden on local entities.

Hess noted the emphasis on condition assessments.

Mr. Hamming encouraged reaching out to Shelby as this project was more in-line with the HPP goals than other projects included as part of the proposal.

Ms. Janosko mentioned the need to provide clear direction and the focus on the next steps with any of the firms.

**Historic Research Associates, Inc (HRA)**'s proposal was introduced with SOI quals, overview of tasks and budget table and the 1 site visit listed for the Missoula-based firm by HPO.

Mr. Wren discussed the grants listed within the proposal and expressed interest in others that may apply. Bob noticed that the proposal assumptions show the county doing the work; asked about what would happen if not all the information could be provided or if the information was not provided in the correct format by the county; and noted that there would be no representative in the community until the final workshop.

Mr. Vauthier stated that we don't have the data requested.

Mr. Hamming repeated that the tasks placed burden on the county and stated that a consultant should be more willing to be in the community. Mr. O'Rourke agreed with the Planning Director's comments and the evaluation that the county would be doing the legwork.

Ms. McKenna spoke in favor of the presented project timeline.

Hess started discussion on **KJL**'s proposal with SOI qualifications of team members listed, 2 site visits, and a note that the bulk of the proposal was an example of the Bismarck-based firm's work.

Mr. Wren found the Rapid City project listed as similar to the HPP goal and appreciated the If-Then chart included; stated that this proposal was not as specific as others; noted that the cost of services was not broken down; and gave this a low-rating.

Mr. Hamming pointed out that the Rapid City plan is in progress but might be available online.

With no further comments, the **Lakota** proposal was summarized by HPO: SOI qualified personnel listed, 3 planned site visits, and use of local photos within the Chicago-based firm packet.

Mr. Wren said that the proposal was thorough on what and how, noted that tasks 1 & 2 listed county as doing the legwork, found the State of Oregon Main Street project listed as similar, and rated this highest of the four received.

Mr. Hamming found the assumption of work done by ADLC to be more realistic – more a facilitator role.

Mrs. Johnston thought she saw that there were other offices – maybe even in MT.

Carl spoke of how this was the trickiest to evaluate. While it was the most detailed for work plan and deliverables, it is a template proposal. He commented that if able to deliver, there would be tools for moving forward with concrete recommendations for the community to utilize. Mr. Hamming did question the timeline of the proposal.

Mr. O'Rourke mentioned that there is no history with this firm in the area, found the proposal to sound more like historic preservation - not assessment.

Ms. Janosko spoke of the project website which could be a great way for time tracking and public information.

HPO stated appreciation for the suggestions for outreach and possible community involvement methods; but expressed concern about travel and staying within budget. Mr. Vauthier spoke of the a “not to exceed” clause in the contract for any firm.

Mr. Hamming asked about offices in Montana, how numerous plans were listed as relevant work, and said that an outside perspective could benefit the plan.

With no further comments on this specific proposal, HPO asked the group about how to proceed.

Mr. O'Rourke suggested following up with references for similar projects done by Cushing-Terrell and Lakota. Mr. Wren spoke of

adding HRA for a third reference check. Ms. McKenna made a motion for staff to contact references of Cushing-Terrell and Lakota and to meet on Monday 8/31 at 3PM to discuss with second by Bob Wren; passed 3-0.

b. HRB elections

Mr. Wren nominated Mr. Lussy to be HRB Chair with a second by Ms. McKenna; passed 3-0.

Mr. Lussy made a motion to nominate Ms. McKenna with a second by Mr. Wren; passed 3-0.

V. Miscellaneous/Announcements

a. Board

Chairman Lussy asked about the status of the Glover Cabin and if funding was still the main hurdle. Mr. Wren asked if the materials had yet been received from the root barn demolition. Hess reported that the demo had not yet taken place.

HPO reminded the group of the upcoming semi-annual report due end of October to SHPO– recommend presenting a copy as part of semi-annual report to Commission.

Mr. Wren asked about board recruitment and qualifications for members.

b. Public

None.

VI. Public Comment – This is the time for the public to comment on items **NOT** appearing on the agenda that fall **within the board's jurisdiction**.  
**None.**

VII. Next Meeting: Monday, August 31<sup>st</sup> at 3PM in the Community Service Center 3<sup>rd</sup> floor conference room

VIII. Adjournment (3:56PM)

APPROVED AT 08/31/2020 MTG.