HISTORIC PRESERVATION COMMISSION
Wednesday, September 21, 2016 - 6:00 p.m.
City Council Chambers
911 N. 7th Avenue
Pocatello, ID

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AGENDA ITEM #1: ROLL CALL

AGENDA ITEM #2: DISCLOSURE OF CONFLICT OF INTEREST AND EX-PARTE CONTACT
Disclose financial or personal interests in items on the agenda and disclose who was talked to, the basic substance of the conversation and whether the conversation had any influence. Disclose if a site visit was done, location(s) of the visit and what was seen.

AGENDA ITEM #3: APPROVAL OF MINUTES
The Commission may wish to approve the minutes from the September 7, 2016 regular meeting.

AGENDA ITEM #4: REVIEW APPLICATION FOR NEW COMMISSION MEMBER
The Commission may wish to review the application for a new Commission member and provide a response to the Mayor.

AGENDA ITEM #5: OCTOBER'S CEMETERY ACTIVITIES
The Commission may wish to finalize plans for "Before all Hallow's Eve Share Twilight at Brady Chapel" on October 14.

AGENDA ITEM #6: PROJECT UPDATE
A. Old Town Update
B. Newsletter
C. Greyhound Bus Depot repairs and cleanup
D. Student Interns – Stephanie Christelow
E. 2017 HP Conference
F. Monthly Programs

AGENDA ITEM #7: OTHER ITEMS FROM STAFF AND COMMISSION

AGENDA ITEM #8: CALENDAR OF EVENTS
October 7 – First Friday Art Walk
October 14 – Before all Hallow's Eve Share Twilight at Brady Chapel

Pocatello Historic Preservation Commission

Municipal Building, P.O. Box 4169, Pocatello, ID 83205
PHONE (208) 234-6184 - FAX (208) 234-6586

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

HISTORIC PRESERVATION COMMISSION
Minutes for September 7, 2016 - 6:00 p.m.
City Council Chambers, Municipal Building
911 N. 7th Avenue, Pocatello, ID

AGENDA # 3

The meeting began at 6:03PM.

AGENDA ITEM #1: ROLL CALL
PRESENT: Jacquee Alvord, Stephanie Christelow, Latecia Herzog, Mary Kuehler, Nick Nielson, Kelsey Stenersen, and Councilman Michael Orr (arrived at 6:05 PM).
STAFF: Aceline McCulla and Terri Neu.

AGENDA ITEM #2: DISCLOSURE OF CONFLICT OF INTEREST AND EX-PARTE CONTACT
Disclose financial or personal interests in items on the agenda and disclose who was talked to, the basic substance of the conversation, and whether the conversation had any influence. Disclose if a site visit was done, location(s) of the visit and what was seen.

None of the Commission members had anything to report.

AGENDA ITEM #3: APPROVAL OF MINUTES
The Commission may wish to approve the minutes from the August 17, 2016, regular meeting.

Motion was made by **Christelow** and seconded by **Kuehler** to approve the minutes from August 17, 2016. Motion passed unanimously.

AGENDA ITEM #4: OCTOBER'S CEMETERY ACTIVITIES
The Commission may wish to continue discussion on the proposed activities at the Mountain View Cemetery in October.

Nielson asked Neu if a Commission member was officially in charge of this event. **Neu** stated she and McCulla were sharing the responsibilities. Neu stated she was checking with Martin Peace to see if the place needed to be cleaned. She identified a computer with DVD player, a projector, and a screen were available.

Herzog asked about sound, she asked if the projector played sound. **Neu** commented that she was not sure, but she would be at the chapel between 3 and 4 PM, obtain a working system (speakers if necessary), and make sure everything was set up and working properly by our IT department before 5 PM.

Christelow asked for a clarification of the event information. **Neu** stated it would be on October 14 from 6-8 PM. She still needed to acquire the DVDs from Peace, and noted that Christelow and Alvord were going to work on the scavenger hunt.

Christelow stated she had not done a scavenger hunt before and wanted a list of important people's names and the location of each of their graves, and a cheat sheet so people could locate them more easily. **Alvord** recommended a map identifying the sections of the cemetery (Greek, Japanese, Mason, Unknowns, Woodsman of the World, etc.) **Christelow** recommended finding five graves for the scavenger hunt.

Possible Names:

1. Mary Helen
2. Standrod
3. Beverley Bistline
4. Russell Sanders
5. Halliwell
6. Birdie Thompson
7. Mini Howard
8. Frank Paradice
9. Clarice Garrett
10. Jimmy Hong
11. Kordapatis
12. Valentine
13. Anastasia and George D. Katsilometes or Alice Katsilometes
14. Satterfield
15. Stephens
16. Marshalls
17. Gracie Post

McCulla would locate marker flags to identify the tour spots in the Cemetery.

Stenersen "bring a flashlight" and "Tastee Treet information" should be Included on the flyer.

Christelow & Alvord – select the names for the scavenger hunt without further Commission input. Members will talk to radio/media for hot spots.

Christelow asked to have a brief information block for each of the names on the list.

Alvord stated she had a list of names of the WW I and II Veterans.

Neu stated there would be cookies and punch for refreshments.

Neu stated the name badges with magnets are $4.20 each and two lines of text would be $4.95 each. **Christelow** recommended to put the order in for name badges and the text should read HPC Member. Herzog recommended Pearl white with black letters for colors.

A vote was taken to Name the annual fundraiser event name. The name selected was *Before all Hallow's Eve Share Twilight at Brady Chapel*.

Herzog recommended the PowerPoint presentation, the flyer, and the scavenger hunt information should be put together and completed in two weeks for a final review at the next meeting.

AGENDA ITEM #5: PROJECT UPDATE

A. Old Town Update – **Neu** stated the committee meeting is scheduled for September 15.
B. Newsletter – **Neu** stated she was drafting the Brady Chapel piece, would get it fact checked, and would it have ready for the next HPC meeting for Commission review.
C. Greyhound Bus Depot repairs and cleanup – **Neu** stated there was not an update at this time.
D. Student Interns – **Christelow** stated advertisements for interns were posted in the History Department newsletter. Kristine, who is working on the walking tour brochure wanted to know if she should do the map or if someone else would do the maps. **Herzog** stated she would look at the map and work with Kristine on an updated map.
E. 2017 HP Conference – **Christelow** stated the date needs to be confirmed to reserve the space. **Neu** thought April 29 was the date agreed upon and in the Wood River Conference Room at ISU.
F. Monthly Programs – **Alvord** stated the NKA asked Alvord to do a presentation on 1/17/17 and the 3rd Tuesday of January for the Bear River Massacre presentation. **Neu** would get a schedule together and send it out.

AGENDA ITEM #6: OTHER ITEMS FROM STAFF AND COMMISSION

One application was received for the new Commission member position, Lee Dille. The commission members discussed the members and had concerns with other committees and over involvement.

AGENDA ITEM #7: CALENDAR OF EVENTS

October 14 – Cemetery Event

Motion was made by **Kuehler** and seconded by **Alvord** to adjourn the meeting at 7:06 PM. Motion passed unanimously.

Submitted by: _____ Approved on: _____

Aceline McCulla, Secretary

A MUNICIPAL CORPORATION OF IDAHO

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BRIAN C. BLAD
Mayor

Pocatello City Council:

HEIDI ADAMSON
ROGER BRAY
STEVE BROWN
W. JAMES JOHNSTON
GARY MOORE
MICHAEL L. ORR

AGENDA # 4

September 9, 2016

MEMORANDUM

TO: Historic Preservation Commission Chair, Secretary & Staff Liaison

FROM: Anne Nichols, CAP-OM
Assistant to the Mayor

SUBJECT: Committee Appointment

This memo is to notify you that Mayor Blad has changed his selection for the vacancy on the Historic Preservation Commission. After considering input from the Commission and the City Council and reviewing the applications again, Mayor Blad has decided to appoint Paul Sivitz to the Commission rather than Lee Dille.

Dr. Sivitz's name will be placed on the October 6, 2016 City Council agenda for confirmation. You can reach me at 234-6163 if you have any questions.

cc: City Council Members

Attachment

A MUNICIPAL CORPORATION OF IDAHO

APPLICATION FOR PROSPECTIVE BOARD MEMBERS

Date: August 23 ~~September~~ 2016

Please indicate the City Board, Commission, or Committee to which you are applying:

Historic Preservation Commission

Name Paul Sivitz

Address (Home) 1142 E Halliday St — Pocatello — 83201
Street — City — Zip Code

(Business) _____
Street/Mailing Address — City — Zip Code

Phone Number 4065316530 (Home) _____ (Business) — Years resided in city of Pocatello? 4

Occupation/Title Professor — E-Mail sivipaul@isu.edu

Educational Background
MA in History (Temple University, Philadelphia, PA); PhD in History (Montana State University

Please list your talents, skills or expertise that you feel would be useful to the board for which you are applying. ***Please check where applicable.***

- Financial Skills ☐
- Legal Skills ☐
- Community Relations Skills ☑
- Planning Skills ☑
- Evaluation Skills ☑
- Legislative/Political Skills ☐
- Other Skills ☑ Please describe
  I teach Public History and Museum Studies which are related to the position.

Approximately how many hours per month would you be able to spend on board activities? 20

Are you willing to do fundraising, if applicable? Yes ☐ No ☑

Have you served on any other City Boards? Yes ☐ No ☑ If yes, which board(s)?

Please list community contacts or affiliations which might relate to your role as a board member.
Idaho State University

Please state briefly why you would like to serve on the board and how your skills might make a positive contribution to the board. As an historian, I will be able to analyze the historical value of sites, homes, and public spaces in their historical context. I have the communication skills needed to convey need for preservation of particular buildings and spaces.

Applications may be submitted online, hand-delivered to the Mayor's Office at 911 North 7th Avenue, faxed to 234-6297, mailed to: Mayor's Office, City of Pocatello, P.O. Box 4169, 83205-4169 or e-mailed to anichols@pocatello.us.

Note: You may also attach a letter with additional information if you desire.

CLICK PAPER CLIP TO ATTACH A FILE. CLICK SUBMIT BUTTON TO SEND APPLICATION.