Minutes of Regular Meeting  
Joliet Historic Preservation Commission

At the regular meeting of the Historic Preservation Commission of the City of Joliet, Illinois held on Wednesday, December 17, 2014, at the hour of 7:00 p.m. in the South Wing Conference Room of the Joliet Municipal Building, 150 West Jefferson Street, Joliet, Illinois, the following business was discussed:

1. CALL TO ORDER: Chairperson Kevin Heinemann opened the meeting at approximately 7:00 pm.

2. DECLARATION OF QUORUM: Chairperson Kevin Heinemann declared a quorum at approximately 7:00 pm.

   The following members were present:Members absent:
   Quinn Adamowski John Chow Mike Daniels
   Gerri Eck Michael Grady
   Kevin Heinemann, Chairperson
   Sharon Merwin JoAnn Potenziani

   City Staff/Elected Officials present: Members of the Public:
   Kendall Jackson, Planning Director Robert Smith
   Mary Kucharz, Assistance Louis Smith
   Corporation Counsel

3. COMMENTS FROM PUBLIC and STAFF:

   Kendall Jackson, Planning Director, gave a report about Union Station. He noted that the grant has been fully executed and gave an update about funding. Phase I of the work – the replacement of the terrace pavers – is almost complete and should be done in a few days. Phase II of the work involves the roof, which will start in the spring.

   Kendall also noted that he received a letter of resignation from Commissioner Ray Skaggs. There are now 4 open Commissioner positions on the JHPC – 2 voting and 2 non-voting.

4. APPROVAL OF MEETING MINUTES Sharon Merwin moved and Michael Grady seconded that the minutes for the November 19 meeting be further reviewed and approved at the next Commission Meeting in January. The motion passed with all in favor.
5. COMMITTEE AND STAFF REPORTS

A. Public Awareness: The report for Public Awareness is included under New Business.

B. Nominations: Two visitors at the meeting - Louis Smith and Robert Smith - discussed their interest in possibly purchasing the D’Arcy mansion on South Center Street. They had questions about the implications of Joliet Local Landmark status and any financial incentives that may be available. Ms. Merwin offered to pass on information to Robert Smith and Louis Smith.

C. District Committee: The update for the District Committee is presented under New Business.

6. OLD BUSINESS

A. 2015 Goals and Establishment of a Five-Year Plan: Commissioners discussed activities and projects to be considered for 2015, which include:

   o Possible new landmarks, such as the structures in Nowell Park
   o Limestone Structure Tour, as part of the CLG Grant proposal
   o Urban Conservation Districts, in such neighborhoods as St. Pat’s, Marquette Gardens, Reedswood, North Eastern Avenue, and others.
   o Revival of distributing Welcome Packets to interested residents
   o Update of JHPC website

B. CLG Grant: Kendall Jackson reported that there has been no news about the CLG grant awards. Sharon Merwin noted that she had not heard anything as well.

7. NEW BUSINESS

A. Open Meetings Act Review: Mary Kucharz, Assistant Corporation Counsel, was present to review the Open Meetings Act (OMA) with Commissioners. She noted specific information about scheduling meetings, posting agendas and making meeting minutes available. She also reviewed the OMA with respect to electronic communications, social media and other applicable subjects. Mary told the Commissioners that the Joliet HPC did not have any type of violation with the OMA with respect to a recent (December 2014) complaint made against the Joliet HPC.

Kendall Jackson noted that the way the JHPC meeting schedule, agendas, and minutes have been posted and made available is in accordance with the OMA. Because the City of Joliet does not have an employee that is a designated webmaster, the schedule, agendas and minutes were not required to be online. However, going forward, these JHPC documents / information will be posted on the City’s website. Kendall also noted that other JHPC information, such as the Commissioner listing, will be updated on a going-forward basis.
B. **JHPC Information Binders**: Sharon Merwin brought in resource books for new commissioners; these resource books contain key documents like the Ordinance, By-Laws, CLG Agreement, Landmark Application, Owner Consent Form, Certificate of appropriateness, as other documents.

Kendall Jackson and the Commissioners discussed the availability of other JHPC documentation, such as the informational brochures, district guidelines that can be used for Welcome packets to give to interested parties. Also noted was the Joliet Limestone book published by Landmark Illinois, which the City might purchase for JHPC activities and projects.

8. **COMMISSIONER COMMENTS**

JHPC Commissioners, Kendall Jackson, Mary Kucharz briefly discussed the events occurring with the new marquee for the Rialto and any historic preservation impacts with these events.

Kendall Jackson mentioned that the JHPC might want to consider using the Granicus system to record meetings and generate minutes. He suggested possibly having the City Clerk give an overview of the system at the January meeting. Further discussion about using the system can be done then.

9. **ADJOURNMENT**

There being no further business, Gerri Eck moved and JoAnn Potenziani seconded to adjourn the meeting at about 8:50 pm. The motion passed with all in favor.

Respectfully Submitted,

Sharon Merwin
JHPC Commissioner