

**TOWN OF BOONE
HISTORIC PRESERVATION COMMISSION
MEETING MINUTES**

December 5, 2023, 3:00 p.m.

Planning and Inspections Conference Room & WebEx Video Conferencing

Historic Preservation Commission Members in Attendance: Chair Eric Plaag, Vice-Chair Bettie Bond, Chuck Watkins, Vardell Smyth, and Riley Ziegler

Council Member Liaison: Virginia Roseman

Town Staff in Attendance: Jane Shook- Director of Planning & Inspections, Jessica Mitchell-Advanced Planning Specialist, Mike James-Commercial Zoning Administrator, Marlene Crosby-Board Secretary, and Mark Freed-Director of Cultural Resources, Allison Meade-Town Attorney

Others in Attendance: JC Feimster

CALL TO ORDER

Chair Eric Plaag called the Boone Historic Preservation Commission meeting to order at 3:03 p.m.

ADOPTION OF AGENDA

Chair Plaag suggested to table agenda item three until the arrival of the town attorney. Vice-Chair Bond made a motion, seconded by Commission Member Smyth, to adopt the agenda as amended.

Vote: Aye – All

Nay – None

The motion passed.

APPROVAL OF MINUTES

Commission Member Ziegler made a motion, seconded by Vice-Chair Bond, to approve the September 5, 2023, Advisory Meeting Minutes as amended with the following changes:

- Minutes page 4, first paragraph, first sentence change: “HPC meetings” to “HPC meetings it.”
- Minutes page 6 – third paragraph, fifth sentence change: “He said by” to “He said that”
- Minutes page 6 – third paragraph, sixth sentence change: add quotations marks around “burials of the white and Caucasian race”
- Minutes page 6 – third paragraph, seventh sentence change: “everyone was” to “everyone else was”
- Minutes page 6 – third paragraph, ninth sentence change: “He said there was newspaper accounts” to “He said there were newspaper accounts” and add quotation marks to: “colored cemetery”
- Minutes page 8, fourth paragraph, first sentence change: “adamant about” to “adamant that”
- Minutes page 9, third paragraph, add to last sentence: “as people stopped to read the text.”
- Minutes page 9, fourth paragraph, last sentence change: “knowledge of the alleyway has not been interpreted in the Town” to “knowledge of the history of the alleyway has not been interpreted by the Town”
- Minutes page 12, fourth paragraph, last sentence change: North Carolina is not interested” to “North Carolina would likely not be interested”

Vote: Aye – All

Nay – None

The motion passed.

Chair Plaag briefly tabled the approval of the minutes to hear the next agenda item.

Ms. Allison Meade, Town Attorney, joined the meeting at approximately 3:07 p.m.

TOWN ATTORNEY APPEARANCE TO DISCUSS WITH HPC HOW TO HANDLE POSSIBLE TINTING OF TOWN HALL WINDOWS AS A SECURITY MEASURE

Ms. Allison Meade, Town Attorney, stated that there is a security concern for the Mayor, employees, and other people in Town Hall because people can see through the windows from the outside of the building. She said from a public security point of view, the NC League of Municipalities strongly recommended that security measures be made for Town Hall. She said some security measures have been made at Town Hall, including there no longer being open public access to the building. She said that Town Hall has been researching and possibly making plans to potentially make a public restroom with entry directly from the street. She stated that bulletproof glass might be an option but is very expensive. She asked for the HPC to have a preliminary discussion and give some direction about potentially tinting the windows as one potential security measure. She pointed out that the Unified Development Ordinance (UDO) has a maximum percentage of 30 percent for tinting, and the percentage of security tinting needed for Town Hall would be much higher. She pointed out that the UDO section regarding tinting could be amended to include a general exception for public security measures. She said a discussion may be needed to decide if a COA process would occur for the window tinting. She explained that the standards had no current language that would allow the HPC to grant a COA. She described one possibility that an amendment to the UDO would treat public security-type measures of public buildings as an exception, similar to how we treat public town art. Similarly, to public town art, she added that instead of going through the COA process, the Staff or Town Council would consult with the HPC in an advisory capacity. She continued that the HPC could advise the Staff, or if necessary, forward to the Town Council to resolve this issue. She described another possibility, including a standard in Appendix D that specifically allows for possible exemptions or flexibility in the event of public security issues related to public buildings. She mentioned that this topic could come up in the future with county buildings because this is more than just a Town Hall situation. She noted that the tinting of the windows would not be mirrored, but it would be darkening of the windows.

Chair Plaag asked the HPC to give their thoughts on tinting windows in public buildings. Vice-Chair Bond asked if window curtains or blinds could be used inside the windows. Commission Member Smyth mentioned shears as a window treatment to help lessen visibility in the windows. Commissioner Ziegler stated that she did not love the idea of tinting and would not want the people inside to have to work in a room with the blinds closed at all times. She said the tinting of the windows reduces the integrity of the building. Chair Plaag talked about the UDO standard regarding tinting, he said it was created to prevent the use of mirrored glass like on the current Green House building on South Depot Street. He explained that the National Park Service (NPS) guidance comes from the standpoint of irreversibility, specifically when dealing with something that can be easily put back and not be so intrusive and impact the general character of the building. Commission Member Watkins talked about the use of Lexan, which is expensive. Chair Plaag stated that Lexan would not prevent any fired weapons. He was not in favor of using Lexan because it yellows over time. He said depending on how great the security threat is perceived; he would like to see an estimate for some bulletproof glass on the first-floor windows. Commission Member Smyth added that he preferred a darkened environment as a security measure in any way that could be achieved. Commission Member Watkins said there has to be a better solution than privileging one group over another, for example, adding window tinting to the windows at Town Hall and not adding window tinting to other businesses in Town. Chair Plaag said that with the specific situation at Town Hall, his reaction is

never to allow glass mirroring in the historic district. He said he would rather see the use of appliques on the interior of the windows, as long as the property owner maintained them, rather than tinting on the interior of the windows. Ms. Jane Shook, Director of Planning and Inspections, noted that the Staff's research showed that all tinting have a level of reflectivity, but not mirrored.

Chair Plaag mentioned the tinting of the Mast General Store Warehouse windows, and he was disappointed that those tinted windows got through the final approvals. Ms. Shook explained that there is no tool for the Staff to measure tinting, as there are several after-market products that property owners can install after the Staff completes final approvals.

Chair Plaag asked the HPC for their feedback on mirroring and metallic finishes on windows and allowing tinting to be applied to the glass to some degree. Vice-Chair Bond wanted to see an alternative like wood blinds or fabric to reduce the visibility inside the building. Ms. Meade stated that she would not agree to work in an office that she could not see out of the building. Ms. Shook noted as a security measure that the people in Town Hall wanted to be able to see out of the building. Council Liaison Roseman stated that she had used appliques that work well, including a product like a screen that can go inside the windows. She noted that the screen would not have to be permanent and it would not damage the glass.

Ms. Meade said that the proposal from Town Hall at one time was to put bulletproof glass on the front windows and consider other alternatives on the windows on the side of the building. Ms. Shook asked Chair Plaag if it mattered if the tinting was placed on the primary, secondary, or tertiary facades. Ms. Mitchell referenced Appendix D Commercial Standard 6.5, stating that reflective or tinted glass is not historically accurate in the historic district or properties and should never be used. Commission Member Ziegler said she would be less opposed to the tinting of the windows if it were on the side or back windows of the building rather than the front windows. She said her issue with an applique is after a few years of being installed, they can get air bubbles under them and peel off. Chair Plaag added that if tinting was allowed it would have to be maintained for this reason. Commission Member Ziegler added that she would favor the screen-type window covering that Council Liaison Roseman talked about for the windows' interior. Commission Member Watkins stated the best way to try to protect people in Town Hall was to put an armed policeman at the front and back doors. He preferred bulletproof glass over the tinting of the windows because there are too many variations with no way to enforce them. Chair Plaag added to the discussion about the interior tinted framing. Ms. Meade added that the insert to the interior of the windows would be considered personal property and not subject to regulations. Commission Member Smyth said his preference would be an alternative to window tinting being used on the interior of the windows. He suggested possibly allowing each person to choose their window darkening material. Commission Member Ziegler stated that if each person chose their window darkening material, it would appear inconsistent.

Chair Plaag summarized the feedback from the HPC on the Town Hall windows. He concluded that the HPC was not in favor of tinting of any kind on the primary façade windows. For the secondary and tertiary facades, depending on the UDO language, the HPC would be willing to entertain applique tinting or something inside of those windows. Additionally, the HPC did not want reflective or metallic hard finishes on the windows. Ms. Meade concluded that she would follow up with Staff and the discussion was sufficient for what is needed.

Commission Member Smyth wanted to clarify what was appropriate for the Commission's consideration, such as something installed inside behind the windows. Discussion concluded that it would be considered furniture as it is inside the building.

Ms. Meade left the meeting at approximately 3:44 p.m.

APPROVAL OF MINUTES - CONTINUED

Chair Plaag suggested tabling the approval of the September 20, 2023, Special Advisory Meeting Minutes and the October 3, 2023, Advisory Meeting Minutes until the December 12, 2023 Quasi-Judicial Meeting.

Commission Member Vardell made a motion, seconded by Commission Member Ziegler, to approve the October 10, 2023, Quasi-Judicial Meeting Minutes as amended with the following changes:

- Minutes page 2, ninth paragraph, last sentence change: "Mr. Cole was self-presenting in this case" to "Mr. Cole was self-representing in this case"
- Minutes page 4, second paragraph, third sentence change: "which is low" to "making the awning rather low"

Vote: Aye – All
Nay – None

The motion passed.

PUBLIC COMMENT

No one took the opportunity to speak during public comment.

HPC WORK PLAN

Discussion ensued on the work plan. Ms. Mitchell referred to the work plan on packet pages 53 and 54. She pointed out that since the last meeting, she had updated the section referring to the Boone Cemetery Interpretative Panels status and changed the progress update title to today's meeting date. She pointed out that, as in the current Fiscal Year 2023-2024, the Staff's priorities for Fiscal Year 2024-2025 would be on the Comprehensive Plan Update. She noted that the HPC's budget currently has low funds for pending future projects. Chair Plaag pointed out there are funds for the Boone Cemetery Interpretative Panels. Council Liaison Roseman confirmed that the funds for the said panels were earmarked by the Town Council a year ago. Ms. Mitchell noted that budget amendments would be needed for future HPC projects.

Chair Plaag updated the HPC on the R.L. Clay (Rivers) House Local Historic Landmark Report. He said he sent the maps and supplemental documents that he had completed to Ms. Mitchell last week. He noted that the Town Council had approved the HPC to send this report to the State Historic Preservation Office (SHPO) for review. Ms. Mitchell said she had emailed the report and supplemental information to Ms. Kristi Brantley at SHPO yesterday (December 11, 2023). She was waiting for Ms. Brantley's confirmation that she had received it, and that is started the 30-day review process by their office (SHPO). She said the report would return to the HPC for their review following SHPO's comments, and then later the public hearing process would begin.

Ms. Mitchell told the HPC that the Town Council approved the Boone Cemetery Interpretative Panel text at the December 4, 2023 meeting. Chair Plaag said now the design process can begin. Ms. Mitchell noted that she would confirm the information for the funding and then work with the sign company. She said when she received the proofs from the sign company, she would present them to the HPC. She had

contacted the Public Works Department about the placement of the panels and the making of the "rules and regulations" sign. Commission Member Smyth suggested that when the "rules and regulations" sign is installed, the "dog station" should be moved to another location. Commission Member Smyth asked if there was a Unified Development Ordinance (UDO) Standard for making the blue marker signs. Chair Plaag and Ms. Mitchell explained that for the blue historical markers, the Town uses the same color, style, and sign company, incorporating the Town logo. Chair Plaag suggested for the HPC to look at the marker on the Boone Greenway near the powerhouse ruins to see if there are things from that marker the HPC might want to ask the sign designer.

Vice-Chair Bond informed the HPC that on Thursday, December 14, 2023, at 5:30 p.m. at the Watauga County Public Library, Chair Plaag would give a presentation on the Boone Cemetery.

Chair Plaag said the Stoneman's Raid Interpretative Panel text needed to be revised. He said that he would try to reduce the word count to under 275 and would try to do this before December 13, 2023. He said he would hand it to the HPC to complete the panel text.

Chair Plaag asked Ms. Mitchell to inform the HPC of the new members recently appointed by the Town Council. Ms. Mitchell explained that two new members are joining the HPC in January 2024: Mr. Jerry Williamson and Ms. Krystal Carter. She said she was scheduling an orientation and training session with them. She stated the training is tentatively scheduled for next week depending on Ms. Allison Meade, the Town Attorney's schedule because she will teach the quasi-judicial training session.

Commission Member Ziegler explained that she would be moving out of Boone to accept an internship position in the Asheville, North Carolina area next semester. Still, she wanted to continue volunteering to finish the work that she had started on the Jones House Local Landmark Designation Report. The HPC was open to Commission Member Ziegler continuing to volunteer to complete the report.

Chair Plaag voiced his concern for continuing to be a resource for Commission Member Ziegler after December 13, 2023, when he was sworn in as a Town Council member. Council Member Liaison Roseman said he could continue to be a resource but had to disclose it in the Town Council meetings when Council would vote on it. Chair Plaag asked the HPC if they supported him continuing to work with Commission Member Ziegler after he becomes a Town Council member, and there was no objection from the HPC on this topic.

The HPC encouraged Commission Member Ziegler to ask other students to apply for a position on the HPC. Commission Member Ziegler said that she had already been working on it. Chair Plaag asked Commission Member Ziegler to tell her Appalachian State University professors about the HPC student member opening.

Chair Plaag told the HPC that the one area he could help the HPC with their work plan was completing the street reports. He wanted to refrain from working on local landmark reports or historical marker panel text because he would vote on those things as a Town Council member. Council Liaison Roseman

explained that it is alright for Chair Plaag to work as a Town Council Member in the case of historical documents. She continued that the HPC would be making that presentation and not Chair Plaag as a Town Council member. She added that when discussing financial changes or law-making topics, he cannot be a part of the discussions on these types of things.

Chair Plaag told the HPC that he did not think it was a good idea for him to be a second Council Liaison to the HPC, as many people suggested because he did not think it was in the best interest of the HPC. He said he wanted the HPC to move forward in their own way. Council Liaison Roseman agreed with Chair Plaag regarding not serving as a Council Liaison to the HPC.

Ms. Mitchell talked about the CLG training and that it would be at the top of the work plan each year because the Certified Local Government (CLG) designation requires training for the HPC members. She said her goal is to seek free or low-cost training sessions for the HPC members. Council Liaison Roseman said there was funding in the budget if needed and free training is not available.

Ms. Mitchell said the decisions made by the HPC at this meeting on the work plan would be presented at the January 2024 Planning Retreat meeting. Chair Plaag mentioned that the CLG status makes the HPC eligible to ask for state-funded grants. He told the HPC that they could coordinate with staff to apply for this type of grant that would allow the HPC to do survey work or documentation of a particular resource, or such projects.

Chair Plaag referred to page one of the work plan and noted that the items highlighted in yellow needed to be completed. He said there was no urgency on the street names project; the HPC should do them as they come. He added that the Boone Cemetery surveying needs to be redone from the beginning. Further, he mentioned the light pole banners project indicating boundaries of the Downtown Boone Local Historic District.

Chair Plaag stated the Dana Folk Way alley project and interpretative sign text for "Dana Folk Way" and recognizing "Ice House Alley" should be moved up on the work plan from the pending project section to the first section of projects on the work plan. Ms. Mitchell informed the HPC that the Staff is continuing to look for locally based sign companies for signage on this project. She said that Ms. Lane Moody, Downtown Boone Development Coordinator, has been continuing to contact the property owners for the two properties along the alley, including the old "Art Mart" building regarding the Dana Folkway project. Chair Plaag asked if that building was vacant, it would be an excellent opportunity to remove the portico on that building because it would significantly improve the historic district. Ms. Mitchell noted that she had contacted the people in Chapel Hill, North Carolina, regarding the "Varsity Alley" images that the Town Council had provided to the HPC for the "Dana Folk Way" project. She said they were helpful and shared information on their alleyway revitalization projects. She also contacted the representatives at the Montana Historical Society, and they provided information on their signs.

Chair Plaag talked about two projects that do not affect the Commission directly but are ongoing projects, including the continued creation of the HPC image library, which is a Digital Watauga Project, and the

Architectural Survey for the historic district. He said he would now be able to work on these projects more directly, and his goal is to complete it by April 2024.

Chair Plaag informed the HPC that there is a proposal for a park at a reservoir on Winker's Creek Road and on that property is a historic dam. He said that Town Council might ask the HPC to interpret the history of that dam.

Chair Plaag then informed the HPC that Commission Member Watkins had emailed him about a private property cemetery of the Alfred Adams family, located on Highland Park Lane. He said this cemetery is the early Alfred Adams, and Staff screen-shared images taken of the cemetery, including two headstones for Alfred and Elizabeth Adams. He added that this cemetery should be added to the list of cemeteries in Town, including the cemetery map. He indicated the cemetery is on private property and has no dedicated plot. He stated that he shared information with Ms. Mitchell and she has the parcel information. Discussion ensued on points of contact for the cemetery and that property owner permission would be needed to do any work with this cemetery. Ms. Mitchell confirmed with Chair Plaag that the HPC would want this cemetery added to the Town cemeteries map and the HPC's work plan for future surveying.

Chair Plaag discussed the Edmisten Cemetery on Dale Street, which is included on the work plan to be surveyed. He suggested that the HPC contact Dr. Alice Wright from Appalachian State University to try to get her students to survey work with ground penetrating radar, and they have access to this type of equipment.

Commission Member Smyth asked about the pending work plan item for soliciting interest from the Gragg House and Blair Farm owners about Local Landmark Designations. Chair Plaag said that Mr. Sam Furguele owned the Gragg House, and Ms. Sharon Tolbert Blair owned the Blair Farm. He said it would be worthwhile to contact Ms. Blair and guide her through the process of her property possibly being designated as a local landmark to see if she would be interested in doing it.

In summary, Ms. Mitchell stated the suggestions for moving "Dana Folk Way" up on the work plan to the first work plan section rather than "Pending HPC Projects" section, to be completed by HPC members. She asked the HPC if they wanted to prioritize the work plan items that are not listed with a status. The HPC agreed with the order discussed and as presented for the work plan, with the exception of moving the "Dana Folk Way" project. Ms. Mitchell said she would present the revised work plan based on this discussion to the Town Council at the January 2023 Planning Retreat, and then inform the HPC accordingly.

Vice-Chair Bond asked Ms. Mitchell if the DBDA was interested in helping with the historic district banners. Ms. Mitchell responded that as part of this project, Staff would present to the Town Council an idea of an HPC logo that would be placed on markers or other HPC projects including the light pole historic district banners. She noted that Staff planned to present the idea of the logo at the Planning Retreat.

Chair Plaag told the HPC and Staff that he would, as a civilian, be submitting a local landmark designation for the Horton Hotel building in December, and it might be on the January HPC meeting agenda. He also requested that the work plan be discussed with the new members at the meeting in January.

SELECTION OF CHAIR AND VICE CHAIR

Discussion ensued on choosing another Chair and Vice-Chair at the January 2024 HPC Advisory meeting. Ms. Mitchell pointed out that on packet pages 55 and 56, an application would need to be completed by anyone interested in these positions. She noted that this completed form would be submitted to the HPC and the Town Council for consideration. Commission Member Smyth stated that he would consider the position of HPC Chair. Vice-Chair Bond noted that she would like to continue to serve as the Vice-Chair if no other person showed interest in that position. Staff informed Member Smyth that he would need to submit the application to Staff for further consideration.

JONES HOUSE LOCAL LANDMARK DESIGNATION REPORT UPDATE

Chair Plaag reviewed Commission Member Ziegler's draft report and gave her some general feedback. He referenced a National Register bulletin for how Member Ziegler needed to form her argument for the areas of significance. He explained that she needed to consider the period of significance for John Walter Jones' association and for the architecture. He added that she would need to justify the association of the other family members as well. He suggested she pinpoint when the back of the house, the original porch was filled in, then the period of significance needs to extend beyond that time.

Chair Plaag explained multiple State Historic Preservation Offices no longer accepts periods of significance 50 years beyond the selected year because they are focused on big changes with the house and those changes are architecturally significant. He suggested searching for advertisements of boarders in the Watauga Democrat to find evidence of a time frame to strengthen the argument to the architectural changes.

He provided suggested resources of Chronicling America (www.chroniclingamerica.loc.gov/), for resources from 1888 to 1923; Digital NC (www.digitalnc.org/), for resources from 1923-1965; Newspapers.com (www.newspapers.com/) for any overlap in time not provided in the other two search engines.

Commission Member Ziegler stated that she was incorporating Member Watkins' and Vice-Chair Bond's comments. She noted she had reviewed resources she had found and those shared by Chair Plaag, and she was beginning to organize the architectural content and include sources to cite her work. Chair Plaag suggested to present her argument in a three-paragraph format. Commission Member Smyth pointed out that cables and wires are not the same thing and stated that there were typos in the draft report. Chair Plaag talked to her about the images and organizing them. Commission Member Ziegler stated that she would work on reviewing the additional resources provided, reorganizing the content based on the SHPO guidance, sourcing the information used, and learning how to add the images in the proper format.

STAFF UPDATES

Ms. Mitchell updated the HPC about the Stoneman's Raid Interpretative Panel location. She said the bulb-out area at the corner of W. King Street and Linney Street, previously discussed by Staff and the HPC, is in the North Carolina Department of Transportation's (NCDOT) right of way. She explained that Staff is working with NCDOT to continue trying to use this location for the said panel. She stated the alternative location would be the landscaped area at the Linney Street corner on the Post Office property, where the current landscaping in this area has died back and can be cleaned up by Public Works. She noted that she will keep in mind the previous discussions of installing any signage on the Post Office property, detracting from the building. She stated that she was aware of the application process, and that the Civil War Trails program preferred for all material to be sent at one time. She explained the application material includes the text, the photo previously acquired of Captain Keough, and a picture of where to install. She mentioned that she is working on the possibilities for outside funding for the project. Chair Plaag asked Ms. Mitchell to email him if the Watauga Historical Society could help fund the Stoneman's Raid Interpretative Panel. Ms. Mitchell said that Mr. Drew Gruber, Executive Director of the Civil War Trails marker program, explained that he would check in with the Watauga County Historical Society to see if the offer was still valid.

Ms. Mitchell told the HPC that the Town Council had approved their recommendation for a resolution for Former Mayor and HPC Member Rennie Brantz and that it would be formally presented to the family along with recognitions that the Town Council wants to do after the first of the year. Chair Plaag asked the Staff to let the HPC know when the formal presentation would be so they could attend it. Ms. Mitchell said she would inform the HPC when the Town Council plans to conduct any ceremonies.

Vice-Chair Bond mentioned the Rennie Brantz Park sign at the Jones House. She said that Mr. Mark Freed, Director of Cultural Resources, said that the Public Works Department was going to do some landscaping around the sign.

Ms. Mitchell pointed out that the Staff had not been putting the monthly "Statement of Conformity" (SOC) reports in the meeting packets; however, there were no new SOC to report. She said the last SOC application was for Ram's Rack for some changes to the façade, including repointing the brick and replacing the doors and windows. After Staff reviewed it, she explained it was determined to be a SOC, not a "Certificate of Appropriateness" (COA).

Ms. Mitchell said because the Town of Boone has the "Certified Local Government" (CLG) Designation, Staff has to complete an annual report that includes supplementary documentation, and there is a requirement that the Mayor and HPC Chair review the reporting. She said it was not included in the meeting packet because she was working on the report. She informed the HPC if they wanted to see the report, she could share it with them. She told Chair Plaag that she was trying to get the report for his review before being appointed to Town Council. He said that he planned to give his feedback on the report.

HPC UPDATES

Chair Plaag presented some Watauga Democrat newspaper articles and other documentation about the Winkler Mill; Staff received the documentation and shared with members at the meeting. He stated his concern for the history of the Winkler Mill. He said the mill was destroyed and dislocated when the Trout Lake dam blew out in the 1916 flood. He stated that the newspaper articles talked about the progression of the water as it came down the Winkler's Creek corridor. He pointed out that people often confuse Winkler's Creek with Flannery Fork, but they are two separate bodies of water. He thought the Trout Lake dam was on Winkler's Creek, but this must be verified. He suggested that the HPC research the history of the Winkler Mill, and there was no objection from the HPC.

JANUARY ADVISORY SESSION MATERIAL

Discussion included that the following items be on the next agenda: HPC Work Plan, Stoneman's Raid Interpretative Panel Update, Boone Cemetery Interpretative Panel Update, R.L. Clay (Rivers) House Report Update, and Jones House Local Landmark Designation Report Update.

OTHER DISCUSSION

The HPC discussed possibly moving the Tuesday, January 2, 2023, HPC meeting date to Tuesday, January 16, 2023. Ms. Mitchell noted that one of the new members could not attend the January 2nd meeting date. There was consensus from the HPC to move the meeting date if needed.

ADJOURNMENT

Member Smyth made a motion, seconded by Commission Member Ziegler, to adjourn the meeting at 5:20 p.m.

Vote: Aye – All

Nay – None

The motion passed.

Eric Plaag, Chair

Marlene Crosby, Board Secretary