MINUTES
Historic Preservation Commission
July 6, 2023
City Hall, 100 W. Woodstock Street, Crystal Lake, IL

1) Call to Order
L. Solak called the meeting to order at 7:00 p.m.

2) Roll Call/Attendance
The following Commission members were present, Ana Freund, Judi Halter, Nancy Haskins, Diana Kenney, Bob Kosin, Brittany Niequist, Lisa Solak, and, Bob Wyman. Assistant City Planner, Katie Rivard, was present for staff.

3) Public Comment
None.

4) Approval of Minutes of the June 1, 2023 Regular Meeting
D. Kenney made a motion to approve the minutes. B. Wyman seconded the motion. On voice vote all voted aye. Motion passed.

5) 459 Lake Avenue – Crystal Lake Cemetery Certificate of Appropriateness
D. Kenney presented the request on behalf of the Historical Society. She spoke to the request and the information provided in the Agenda Supplement. She noted the Save Our Stones (SOS) raised almost $6,000. She spoke about the contractor Warner & Troost and total cost of their services being $5,500. D. Kenney spoke to the veteran monuments to be repaired (Coronel Palmer, James Graves and William Huffman). She noted this work required a Certificate of Appropriateness.

B. Wyman asked if there was a warranty or guarantee. D. Kenney was unsure but she noted the contractor is paid 75% upfront and 25% upon completion.

R. Kosin asked if there was an index of headstones that needed repaired. D. Kenney stated the three veteran headstones chosen by the Historical Society were those in the worst condition. There are five total that need repairs. B. Kosin asked if Warner & Troost could evaluate other headstones. D. Kenney noted the Historical Society is paying for the repairs. B. Kosin noted there were 42 headstones listed in the book. D. Kenney stated the others were physically in good condition. B. Kosin stated he would like Warner & Troost to walk the site.

B. Wyman stated the request met the Findings of Fact.

B. Kosin stated he would like Warner & Troost to take before and after photos.

B. Niequist made a motion to approve. N. Haskins seconded the motion. On voice vote all voted aye. Motion passed.

6) 459 Lake Avenue – Crystal Lake Cemetery Façade Grant
D. Kenney explained the Crystal Lake Historical Society is seeking a $500 grant. They are also requesting a waiver of the requirement to obtain itemized list of expenses and estimated project costs from at least two contractors due to the specialized work and availability of multiple contractors.

B. Wyman stated three bids and background check are typically what is required.

B. Niequist made a motion to approve the request. B. Kosin seconded the motion. On roll call, Members Freund, Halter, Haskins, Kosin, Niequist, Solak and Wyman voted aye. D. Kenney abstained. Motion passed 7-0.

7) Recap of Trolley Tour 2023
B. Niequist asked if the tour was comparable to the past. D. Kenney responded it was slightly less due to the costs of the trolley.

The Commission tabled the discussion until the next meeting to allow more time to review.

8) Member Inquiries and Reports
None.

8) Adjournment
There being no further business, B. Wyman made a motion to adjourn the meeting. B. Kosin seconded the motion. On voice vote, all members voted aye. The meeting adjourned at 7:29 p.m.