

Historic Preservation Commission Meeting Minutes
July 26, 2023

Start: 6:30 PM

In Attendance: Bret Swalberg (Chair), Sheron Drake (Vice-Chair), Brian and Chelsea Beutler, Jennifer and David Eaves, Daril Magleby (City Council Liaison), Alan Walker (Parks and Rec Staff), Mary Barnes (Planning Staff).

Held in: Lindon City Community Development Conference Room – 100 N State St, Lindon, UT

Opening Prayer: Sheron Drake

Conducting: Mary Barnes

Preliminary introduction

Because this was the first meeting with a completely new commission, Mary Barnes used the first couple of minutes of the meeting to quickly introduce the Open and Public Meetings Act and Robert’s Rules. Additionally, at the beginning of the meeting, no Chair or Vice-Chair had been elected, therefore, Mary took over the Chair’s duties in directing the meeting.

- Mary explained that this meeting would be recorded.
- Robert’s Rules are used as the proper etiquette for government meetings. Mary explained that at certain times throughout the meeting, a motion will be called for to approve an agenda items, and then a second would be needed.

1) Call to Order: The meeting was called to order at 6:32 PM.

Audible roll call of commissioners:	PRESENT	EXCUSED
- Bret Swalberg	Here	
- Chelsea Beutler	Here	
- Brian Beutler	Here	
- David Eaves	Here	
- Jennifer Eaves	Here (arrived around 6:40)	
- Deborah Bagley		On vacation
- Sheron Drake	Here	

2) Approval of Minutes: The minutes of the regular meeting of the Historic Commission meeting of October 20, 2022 were reviewed.

Commissioner Swalberg moved to approve the minutes of the October 20, 2022 meeting as presented. Commissioner Brian Beutler seconded the motion. All present voted in favor. The motion carried.

Public Comment: Mary called for comments from any audience member who wishes to address any issue not listed as an agenda item. There were no public comments.

3) A. New Business – Introductions: This part of the agenda was used to properly introduce each commissioner. Commissioners were asked to share their name, what they like to do, how they came to Lindon, why they are interested in Lindon history, and a period of world history that is really interesting to them right now.

Commissioner Drake went first, and she talked about how she came to Lindon 20 years ago, and she loves it. They have 4 kids, and her favorite thing to do is genetic genealogy. Period of history that she loves the most is the crusades, Scotland and Ireland, etc.

David eaves, been in Lindon 23 years. He explained how he got asked to be on the commission by the mayor. Stated that he is excited to be involved in the community. Said that he loves history.

Jennifer Eaves talked about her 4 kids and 4 grandchildren. Super fascinated with the founding fathers and the constitution. Very grateful for what the founding fathers gave us.

Bret Swalberg, moved here about 7 years ago, thinks Lindon is amazing. His daughter was Little Miss Lindon, so he has been involved in Lindon activities. Grew up in Michigan, in a town with a strong historical identity. He grew up with a love of history. His favorite history periods are the Victorian era, LDS Church history, and modern history.

Alan Walker, here to help with Lindon Days. Lived in Lindon all his life. Lindon history in particular is his favorite period of history

Chelsea Beutler, lived in Lindon for 16 years. Moved in next door to an amazing older couple, Ken and Betty Manley. She had great stories and histories of Lindon, so that's how Chelsea learned about and started to love Lindon history. She's a flower farmer, and she wants to help bring back the history, the orchards of Lindon. Favorite time of history is the civil rights movement, and women's rights.

Brian Beutler, when we moved here there used to be orchards everywhere. But, no longer. So, we are trying to bring that back through flower farming. Brian was a history major, particularly loves exploration, discovery, western expansion period of American history. Expressed that he was happy to be here

Daril Magleby, lived in the city 29 years. Have had 4 children, served a Scotland/Ireland mission with his wife a few years ago, so that is the period of history that he likes the most.

At this point in time, David Eaves left for a prior commitment – 6:55 PM

3) B. Review requirements in the Open and Public Meetings Act

Mary presented information about the Open and Public Meetings Act (OPMA). OPMA is a part of state law, it ensures that any city commission or board gives proper notice of each meeting to ensure there is an adequate chance for residents and citizens to participate in meetings. Some main takeaways from OPMA are as follows:

- Notices have to be properly posted in required areas (online and physical) in order to hold the meeting.
- Meeting minutes must be approved by commissioners, then posted on the website.
- All meetings must be recorded, and recordings must be posted online
- Commissioners are not permitted to get together and discuss commission business outside of a meeting. Specifically, a quorum of commissioners (a simple majority, which is 4) cannot get together. Social gatherings or chance meetings are permitted.

Also went over a Robert's Rules handout, which is attached to these meeting minutes. This handout had information from the city attorney, it essentially went over how to make a motion and what needs motions within a meeting.

Commissioners decided that they would want to do a pledge of allegiance every meeting. Commissioner Drake stated that she had a flag that we could use.

3) C. Review commissioner duties from LCC 2.38 Historic Preservation Commission

This item was entirely based around Chapter 2.38 of the Lindon City Code. Specifically, section 2.38.030 Commission Duties. Mary went through each duty with the commission:

- Survey and Inventory Community Historic Resources. This is the main duty, and this survey needs to be completed every 10 years. The last survey was completed more than 10 years ago, which means that we are due to complete it again, especially leading up to the Centennial. To learn what is required with this survey, Mary will be reaching out to Alena Franco, representative of the State Historic Preservation Office to come to a future meeting and teach the commission about this survey. Could be buildings, or sites.
- Review Proposed Nominations to the National Register of Historic Places. The only building on the National Register within Lindon is located at 125 W 400 N. Although the commission may not get a lot of nominations, the commission needs to be ready to review those nominations. That's something that we can talk to the state representative about as well. There was some discussion about what a National Register designation would mean for a home.

- Provide advice and information through advising the city. The commission is the advisory committee to city officials and staff on what to do about the identification and protection of local historic and archeological resources. We may want to complete the survey before we start to advise on historic resources.
- Provide advice and information through continuing the education of Lindon residents. Previous commissions have focused on this requirement with the tree lighting, pioneer home, brochure, wagon wheel signs, etc. With the centennial coming up, this is another duty that we want to pay special attention to as well, as we continue to educate Lindon's residents on history.
- Enforcement of state historic preservation laws. This is something else that the state representative may need to teach the commission about.

Mary also talked about the difference between the Lindon Historic Sites List and the Lindon Historic Landmark Register.

3) D. State Historic Preservation Office requirements for a historic preservation commission

Mary explained that the State Historic Preservation Office or SHPO has a Certified Local Government or CLG program for all municipalities in Utah. If we are qualified as a CLG and if we are in complete compliance with our historic preservation code, then we have the opportunity to apply for federal grants to fund historic preservation in our community. Lindon's CLG status is up for review this year, and to renew, each commissioner must fill out a member form provided by SHPO. Additionally, the commission chair must sign a document that outlines the progress of Lindon's Historic Preservation Commission. If we are renewed, we can apply for those grants in 2024.

Mary provided a handout from SHPO that outlines eligible projects for CLG's. That handout is attached to these minutes. These grants are up for review at the start of the year. It would be a 50/50 match with the City Council. Mary presented the current projects that are using CLG grants in Utah.

At this time, the discussion turned to whether Alpine School District will tear down Lindon Elementary. Alan said that according to the last board meeting, ASD voted to close the study to see if they should tear it down. As of right now, it is not getting torn down. Then, the right of first purchase of the school property was briefly discussed, specifically if it was feasible for the city to purchase the school property.

Mary then showed the historic commission how to access their webpage on Lindon City's website. Additionally, the hard copy of Lindon, Our Town was passed around for the commission. A full copy of Lindon, Our Town can be found on the historic commission webpage. There is also a copy of the historic sites brochure online as well. Mary also brought up the "Leaves of Lindon" book, which is a collection of stories from senior residents that was printed in 2003.

3) E. Parks and Recreation presentation – Upcoming Lindon Days activities, brief overview of next year's Centennial.

Alan started by saying that Lindon Days is from July 30th -August 5th. In previous years, the historic commission has opened the Harris pioneer home to give tours and history during the Mayor's Ice Cream Social event, which is Tuesday afternoon. Therefore, on August 1st, if possible, at least some commission members could be at the pioneer home ready to talk about the history of Lindon and of the home. From 7-8:30 PM on August 1st, the Harris pioneer home will be open. Past commissions have let residents walk through the house, and stayed around to answer any questions. Commissioner Drake stated that she will be there on Tuesday night. Other commissioners may show up as well.

As for the Friday (August 4th) parade, in the past, previous commissions have organized their own wagon or vehicle to drive through the parade. The new commission was invited to be a part of the parade, whether it be in their own vehicle or within the "Follow the Flag" float. Some discussion followed on possible options for the parade, previous commissions and their parade activities, and signs for the parade.

Second edition of Our Town: Mary talked about how there has been an effort to put together a booklet to cover 1983-2024, as a second edition to Lindon, Our Town. Efforts to put that together have slightly stagnated due to difficulty with getting stories and history from residents about Lindon in the 80's, 90's, 00's, 10's and now 20's.

Alan then talked about the centennial. Currently, the idea for the Centennial, which is in 2024, is to do a city event every month. Parks and Rec have put together a list of ideas for the Centennial, and they are now working on consolidating that into a feasible calendar. At a future historic commission meeting, we can discuss these ideas and see which ones would make sense for the commission to attend, host, or promote. Daril Magleby mentioned that a logo for the Centennial is almost finished, and talked about the Dowdle puzzle.

3) F. Schedule upcoming meetings.

After some discussion, the commission decided to hold a meeting on the 2nd Monday of every month at 6:30 PM in the Community Development Conference room at 100 N State St, Lindon. However, for August's meeting, it will be on the 1st Monday, so August 7th. This is because back-to-school night is on the 2nd Monday (the 14th). The reasoning for monthly meetings is to ensure the commission is ready for the Centennial. In January 2024, the commission will re-evaluate on whether monthly meetings are still needed.

4) Election of the Lindon Historic Preservation Commission Chair and Vice-Chair.

The commission decided to re-elect the chair and vice-chair at the beginning of 2024 in order to re-start the 1-year cycle of commission chair.

After some discussion, Commissioner Drake moved to nominate Bret Swalberg as Chair, and Commissioner Jennifer Eaves seconded that motion. The vote was unanimous, and the motion carried. Then, Commissioner Swalberg moved to nominate Sheron Drake as Chair, and Commissioner Jennifer Eaves seconded that motion. The vote was unanimous, and the motion carried.

5) Mobile tour of the Lindon City Historical Museum at the Lindon Community center at 25 N Main St, Lindon, UT 84042. Meeting will adjourn at this location.

At this time, the recording was stopped, and the commission went on a mobile tour to the Lindon City Historical Museum. During the mobile tour, the commission looked at the artifacts and items in the museum. Alan talked about a few features of the museum, including some of the displayed boards, the chairs, the various cabinets, etc. The commission discussed the history of Lindon and how important it is to preserve. The meeting was adjourned in the museum.

End time: 8:30 PM

Roberts Rules of Procedures: Lindon Historic Preservation Commission

When are Motions Required?

- To Open and Close a Public Hearing
- Modify the Order of Agenda Items
- Any Action that is binding on the City
 - Ordinances
 - Resolutions
 - Adoption of Budgets
- Table or Continue an Agenda Item
- Discipline a Member of the Body or the Public
- Go Into and Out of Executive Sessions
- Adjourn the Meeting

Steps for Making Motion

- Be Acknowledged by the Chair or Vice-Chair
- State your Motion
- Chair asks for a Second on the Motion
- Open the Motion for questions and discussion of the Council
- Make any Amendments to the Motion
 - Friendly Amendment only needs consent from the author of the original motion
 - Formal Amendment required a vote on the amendment.
- Take a Vote on the Motion



Certified Local Government Eligible Projects

CLGs can apply for a grant every other year. The grant requires a 50/50 match of local funds or donated services. Grants amounts are limited to a maximum \$10,000. For more information contact Alena Franco, CLG Coordinator, afranco@utah.gov.

Development: Rehabilitation/stabilization work on National Register Properties. Activities include labor and material costs for rehabbing National Register properties and stabilizing/or testing archaeological resources. (Properties must be on National Register prior to application).

Education & Outreach: Potential projects can be any of the following:

Developing websites, apps, and social media focused on historic properties.
Preparing and printing walking-tour brochures of historic properties. Archaeology and Preservation Month activities (lectures, presentations, awards, etc.).
Attending/participating in historic preservation-related conference and workshops.

National Register Nominations: Completing a nomination (including forms and documentation) for a historic property/site(s) to the National Register of Historic Places.

Pre-Development: Feasibility studies, working drawings, and specifications for the rehabilitation, preservation, and stabilization of properties eligible for the National Register of Historic Places.

Preservation Planning: Administering a local historic preservation program, conducting historic preservation commission meetings, preparing or updating local historic preservation plans, ordinances, design guidelines, and related activities.

Program Administration: Staff and office expenses associated with administering the CLG grant, including contract management, soliciting bids, preparing reimbursement requests, etc.

Survey & Inventory: Architectural surveys or historical documentation of buildings conducted by professional consultants. [i.e. Reconnaissance Level Survey or Intensive Level Survey] Limited Archaeological Survey is also eligible.