

**NEWBERG HISTORIC PRESERVATION COMMISSION MINUTES
OCTOBER 15, 2019, 7:00 PM
NEWBERG CITY HALL, PERMIT CENTER CONFERENCE ROOM
414 E FIRST STREET**

Chair Fieldhouse called the meeting to order at 7:00 p.m.

ROLL CALL

Members Present: Rick Fieldhouse, Chair
Chuck Zickefoose, Vice Chair
Geary Linhart
Barbara Doyle

Members Absent: Ryan Howard

Staff Present: Doug Rux, Community Development Director
Keshia Owens, Assistant Planner

Guests: Dana Holschuh – Harris Environmental

PUBLIC COMMENTS: None.

CONSENT CALENDAR: Approval of the February 26, 2019 HPC meeting minutes

MOTION: Zickefoose/Linhart made a motion to approve the February 26, 2019 HPC meeting minutes.
Motion carried (4 Yes/0 No).

CERTIFIED LOCAL GOVERNMENT GRANT:

AP Owens reviewed the grant application, consultant selection process, scope of work for the project, requirements for Geographic Information System (GIS) layers, requirements for two public meetings and public input opportunities and requirements.

Dana Holschuh from Harris Environmental introduced herself as the selected consultant for the project. She provided some background on herself and her firm which included a couple of sidewalk inventory projects, their GIS will provide analysis of data collected. She noted the need to schedule dates for public open houses. She inquired if there is any local assistance that could be provided such as local resources and where to get information. She noted that the City of Corvallis has a website on their sidewalk inventory features. Also noted were the City of Portland horse ring inventory and their requirement to replace rings if you replace a sidewalk.

Commissioner Doyle inquired if other communities have done inventories like this.

Chair Fieldhouse noted that the process is labor intensive walking around town.

Dana Holschuh indicated that all of the inventoried elements would be located by GPS coordinates and that pictures would be taken.

AP Owens referred the Commissioners to the packet and photos that were provided as part of the Request for Proposal process.

Dana Holschuh asked for clarification if the intent was to inventory street names in curbs and sidewalks if present. The Commission indicated yes.

Commissioner Linhart noted that there may not be many outside of the Edwards Plat. He also shared that the community is losing sidewalks and curb stamps with ADA improvements.

Dana Holschuh asked for clarification on the geography to be covered and it was clarified the railroad tracks on the north, roughly Ninth Street on the south, part of the GFU campus. AP Owens shared a map in the RFP that outlined the study area.

Chair Fieldhouse noted that GFU has a lot of resources.

CDD Rux shared that access onto the GFU campus will require coordination and authorization.

Dana Holschuh asked for clarification on the rail line and what is looking to be inventoried.

Vice Chair Zickefoose provided clarification that in the packet information is incorrect. Red Electric line ran down Meridian Street and inquired if the rails are still in the ground. GFU supposedly has photos.

CDD Rux noted that the intent is to not dig up the road to find the tracks but to gather information to validate the location of the rail line.

Commissioner Linhart shared that the Newberg Graphic copies are at the Library except for the first edition. Up to 1922 copies are at the Oregon Historical Society. The City copies are paper and on microfilm.

Commissioner Doyle asked if there are any other items to inventory.

Chair Fieldhouse indicated what can be done to inventory stamps in private sidewalks.

Dana Holschuh inquired what mail posts are.

Vice Chair Zickefoose noted that the mail posts had letter boxes on them that were picked up by carriers and taken back to the post office where the Post Master opened them.

Dana Holschuh indicated that Commissioners can assist in inventory work if they wish.

Chair Fieldhouse inquired on what the final product would be.

Dana Holschuh noted it would be photos, narrative and GPC coordinates for all of the inventoried features.

CDD Rux shared that we have three State Highways (240, 99W, 219) that ODOT will be interested in. There are no County roads in the study area and that most of the streets are City streets.

Chair Fieldhouse shared with the Commission and Dana that the city is losing history rapidly. He inquired about a future walking tour.

Dana Holschuh indicated there will be data, a written report and the methodology will be outlined.

Chair Fieldhouse asked if there could be volunteers for the project.

Dana Holschuh noted yes there is an opportunity and protocols would need to be developed, introductory project for volunteers.

Commissioner Doyle asked if there would be a list on the City website.

Chair Fieldhouse noted Exhibit A of the Scope of Work orientation issue.

Dana Holschuh asked about progress reports and it was agreed that the starting date was October 15, 2019.

Chair Fieldhouse noted the Historical Society meets the last Tuesday of each month.

EWING YOUNG SAWMILL

Commissioner Linhart indicated an archeologist visited the park site, Dr. Cromwell from Fort Vancouver. The Ramsey sawmill site is known to have been about one-quarter mile upstream from the Ewing Young Sawmill site. Ramsey saw the Young sawmill. He asked about possible signage for the site in the future. The 1931 sign referenced the site and was located near the Hoover swimming hole 1838 sawmill location. Is there grant funds available to fund a sign?

CDD Rux indicated he would have to check to see if any State funding would be available.

Commissioner Linhart noted he believes there is enough information to warrant a new sign.

Chair Fieldhouse asked if there was a possible motion to direct staff to talk with Kuri Gill about funding sources for a sign.

Commissioner Doyle inquired about talking with Doug Root on funding.

CDD Rux noted it could be a possible FY 2020/21 funding request from the City.

There was consensus to have staff ask Kuri on possible funding sources.

OREGON PARKS AND RECREATION DEPARTMENT – OREGON HISTORIC THEATER SUBGRANT PROGRAM

CDD Rux shared the information in the packet and assistance to help Brian Francis and the Cameo Theatre obtain a grant when the solicitation process occurs.

CERTIFIED LOCAL GOVERNMENT WORKSHOP

CDD Rux recapped the pending workshop to be held in Albany and if any Commissioners are interested in attending to let him know.

Commissioner Doyle inquired as to what would be on the agenda. CDD Rux noted he did not know at this time what the agenda would include.

NEXT MEETING:

The next meeting date is scheduled for January 21, 2020.

ADJOURNMENT:

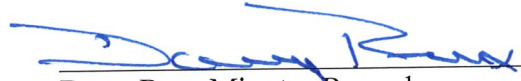
MOTION: Linhart/Zickefoose made a motion to adjourn. Motion carried (3 Yes/0 No).

Chair Fieldhouse adjourned the meeting at 8:12 pm

Approved by the Newberg Historic Preservation Commission on August 4, 2020



Rick Fieldhouse,
Historic Preservation Commission Chair



Doug Rux, Minutes Recorder