

**Union County Historic Preservation Commission
Minutes Regular Meeting
March 7, 2013**

The Union County Historic Preservation Commission met at 1:30 pm on Thursday, March 7, 2013, in the Heritage Room in the historic Union County Courthouse, 300 N. Main Street, Monroe, North Carolina.

Present: Dr. Jerry Surratt, Sis Dillon, Jane Ellickson, John Dickerson, Crystal Crump
Absent: Brad Hudson, Dale Loberger, Danny Stegall
Also Present: Mary Lou Gamble, Harriett Moore, Staff; Virginia Bjorlin, Barbara Moore; Matthew Delk, Assistant Manager Union County; Johnny Pigg, Marshville Museum and Cultural Center

The meeting was called to order by Dr. Jerry Surratt, Chairman. Dr. Surratt welcomed those present.

Approval of Minutes

Dr. Surratt stated that the first item of business is to approve the minutes of the December 7, 2012 regular meeting. Dr. Surratt asked if there were any corrections or additions to the minutes of the December meeting. Mrs. Crump moved to approve the minutes. Mr. Dickerson seconded the motion. The vote was unanimous.

Financial Report

Dr. Surratt asked if there were any comments or questions concerning the financial reports for January and February. Mrs. Gamble noted that the 2nd quarter appropriation received from Union County exceeded the request. The check was made for the total of the expenses for the last quarter which are itemized. There were no further comments and the financial report was accepted by the Commission members.

Application for Certificate of Appropriateness

Town of Marshville, owner of Marshville Town Hall, 201 N. Elm Street, Marshville, NC 28103 which is the location of Marshville Museum and Cultural Center. An Application for Certificate of Appropriateness has been submitted for approval for the installation of an air conditioning unit. Dr. Surratt introduced Mr. Johnny Pigg, who is representing the Town of Marshville. Mr. Pigg explained that they would like to add an additional compressor to the existing one in the attic of the building. There will be no structural change to the building, but Mr. Dickerson felt that a vote should be taken. Mr. Dickerson moved to approve the Certificate of Appropriateness for the addition of the compressor. Mrs. Ellickson seconded the motion. The vote was unanimous.

Application for Historic Landmark Designation

Neese Apartments, 104 East Windsor Street, Monroe NC, James Kerr, owner. Dr. Surratt said that a response has been received, dated, March 1, from Rob Crawford, Preservation Commission's Coordinator at NC Archives, asking if the owner might want to extend the designation to include interior features. Mrs. Gamble has spoken to Mr. Kerr, owner, who is receptive to designating some of the interior features. The staircase may be worthy of designation and a photograph was passed to members. Dr. Surratt suggested discussing this with Mr. Kerr in case he would want to make some structural changes in the future. Mr. Dickerson said that he and Mrs. Gamble can get together a list of features for Mr. Kerr to approve and a photograph of each will be sent to Mr. Crawford to add to the Survey and Research Report. Dr. Surratt asked for a motion to accept the interior features that the owner agrees to as part of the designation. Mr. Dickerson made a motion that we approve the features that the owner deems worthy of designation. Mrs. Crump seconded the motion. The vote was unanimous.

Other Business

Dr. Surratt said that he has received a letter from the Union County Manager, Cynthia Coto, concerning the Nurses Plaque that was placed in the Union County Hospital Nurses Home, circa 1953. The plaque has been stored in the historic courthouse and Mr. Delk commented that he thought the plaque had been picked up by General Services. Mr. Delk said that the plaque will be displayed in the new wing of the hospital.

Dr. Surratt mentioned that terms of two commission members expired in February - Brad Hudson has completed two consecutive terms and Sis Dillon has completed one term - both are appointees of the County. Mrs. Dillon can apply again. Terms that will expire in October, who are appointed by the City of Monroe, are Danny Stegall who has completed two consecutive terms and Dr. Surratt who will have completed one term, is and eligible to serve another term. Dr. Surratt asked if anyone knows of individuals interested in serving to please let the commission know.

Ms. Paulette Kerr has invited the Preservation Commission to visit the Kerr Family Farm, which has been recently designated. Dr. Surratt said that we are tentatively planning to visit for the May 2 meeting. Mrs. Gamble suggested meeting at the Heritage Room and carpool from there.

Dr. Surratt said that there is an offer to place a temporary historical exhibit in two rooms in the historic courthouse. Jack Clay has offered to bring his collection of WWII and Camp Sutton artifacts for display. Mr. Delk said that he has talked with Cindy Coto, County Manager, whose concern is insurance coverage towards security of the collection; that some items may be irreplaceable. Dr. Surratt asked about the insurance for the courthouse and the possibility of a "rider" on the policy to cover traveling exhibits being added to the county insurance policy. Dr. Surratt asked if we could acquire information about the Union County Public Library's policy as to how it insures traveling exhibits. Mr. Clay plans to be with the exhibit when it is open and it will not be unattended. Mr. Delk suggested putting a detailed request in writing to the County Risk Manager who would then go to the insurance company with the proposal. Dr. Surratt asked Mr. Delk if he would explore the possibility that the library insurance policy could be extended to cover traveling exhibits in the courthouse. He added that CGS, the Historical Society and the Historic Preservation Commission would all be involved in securing all resources. Mr. Delk said that he hopes that at some point, all items that are available in the Heritage Room can be digitized and put on the internet to preserve our resources and allow the public to see what is available for them.

Dr. Surratt said plans to meet with Barbara Moore, President of CGS, and Virginia Bjorlin, President of the Historical Society to discuss the sponsorship of traveling exhibits; then, explore the kind of policy or rider that is sufficient and report back to Mr. Delk. Mrs. Gamble said that permission needs to be obtained from the County to use the two rooms across the hall. Mrs. Moore said that she feels strongly about getting these exhibits in place to help make young people aware of our history and establishing a local museum so the schools can bring the students to tour. Mrs. Bjorlin stated that the Historical Society also supports the exhibits and establishment of a museum.

Dr. Surratt stated that there is a history major from Wingate University who may be interested in serving as an intern. He asked if there are enough artifacts to be documented to justify employment of a student as a summer intern and whether funding is available. County budget requests are being made and it will be necessary to know how many hours, living expenses, etc. to program into the budget. Mr. Delk thought 25 hours a week would be reasonable. Also a job description must be prepared. Dr. Surratt set a time limit of around 8 weeks - summer school schedule - for the intern to be available. Mr. Delk stated that some point, there may be links to the website that would include Waxhaw and Marshville museums. Mrs. Gamble noted that Cassie Thompson, a student from SPCC who has been serving as a volunteer intern for over a year, could be a candidate. Dr. Surratt and Mr. Delk will work together to compose a letter to the County Manager concerning hiring an intern.

Mrs. Bjorlin said that Jerry Simpson, County Commissioner Chairman, called a meeting before Christmas and again Friday, March 2, to discuss preservation of older buildings. At the recent meeting, the discussion was about building a 4-H Building on the campus with the Agricultural Center. Mr. Simpson cited problems that other counties are having with deteriorating buildings. Mr. Simpson is going to form a study group to evaluate the needs in Union County for use of older buildings in downtown Monroe.

Mrs. Gamble made the following reports: (1) Kitty Terrell, owner of the building that houses Hi-Lites and a decorator shop at 106 and 108 Main Street, historically know as the Stewart Hotel, circa late 1800's, has asked about designation of the building. James Kerr has inquired as to whether it would be possible to designate the building. Mrs. Gamble will send Mrs. Terrell an Application Package. (2) New owners of the the Clontz House, 513 Everett Street, visited the Heritage Room to find information about the house and the Clontz family. (3) A designation package will be delivered to Mr. and Mrs. Pat Furr, owners of the Heath House.

The next meeting is scheduled for April 4, 2013.

The meeting was adjourned.

Respectively submitted,

Jerry Surratt, Ph.D.
Chairman

