

Union County Historic Preservation Commission
Regular Meeting
February 2, 2017

Approved
05/04/17

The Union County Historic Preservation Commission held a regular meeting on Thursday, February 2, 2017 at 1:30 pm in the Heritage Room located in the historic Union County Courthouse, Monroe, North Carolina.

Present: Crystal Crump, Melvin Faris, Mary Lou Gamble, Dale Loberger, Barbara Moore
Absent: John Dickerson, Steven Long
Also Present: Marian Morgan, Staff; Teresa Campo, City of Monroe Planning Department

The meeting was called to order by Barbara Moore, Vice-Chairman. She asked if there were any changes in the Agenda. There were none.

Approval of Minutes

Mrs. Moore asked if there were additions or corrections to the minutes of the November 3, 2016 meeting. There were none. Mr. Faris made a motion that the minutes be approved. Ms. Crump seconded the motion and the vote was unanimous.

Financial Report

The financial report was presented. The statement showed the allocation from the first quarter from Union County for \$2,200 and the second quarter from the City of Monroe for \$3,000. The financial report was accepted.

Old Business

Mrs. Moore welcomed Mrs. Gamble to the Commission. She stated that since this was a regular meeting that an item could be added to the agenda. Ms. Moore called for a closed session at the end of the meeting to evaluate Ms. Morgan's work performance and possible wage adjustment. By acclamation, the closed session was added to the agenda.

Mrs. Moore informed the Commission members that the public hearing for the Neath-Williamson-Neal House is scheduled for February 7, 2017 at 6:00 pm. Ms. Crump and Mrs. Gamble volunteered to attend the meeting and comment on the designation, if needed.

The approval of the revised Guidelines for Preparing and Submitting an Application of Certificate of Appropriateness was postponed until the May, 2017 meeting due to the absence of some members.

New Business

A. Election of Officers – With Dr. Surratt's term having ended December 31, 2016 and Mrs Gamble having been appointed by the City of Monroe in December to fill his vacant position, a new slate of officers was elected.

Barbara Moore was nominated by Mrs. Gamble and seconded by Mr. Faris for the position of Chairman. The vote was unanimous.

Dale Loberger was nominated by Ms. Crump and seconded by Mr. Faris for the position of Vice-Chairman. The vote was unanimous.

Crystal Crump was nominated by Mr. Loberger and seconded by Mr. Faris for the position of Secretary. The vote was unanimous.

John Dickerson was nominated by acclamation for the position of Treasurer.

B. Evaluation of the A. W. Burleson House, 804 W. Franklin Street, Monroe, NC 28112

Owners: James and Dana Kerr ca. 1925

Members of the Commission reviewed pictures and the history of previous owners and the house. The property evaluated at 36 points allowing the HPC to proceed with the designation process. Points were assigned as follows:

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| 1. Integrity of Architectural Design | 9 points |
| 2. Integrity of Materials | 8 points |
| 3. Historical Significance | 7 points |
| 4. Distinct Landmark Characteristics | 5 points |
| 5. a. Age | 7 points |

C. Mrs. Moore informed the Commission that the Heritage Room will be participating in the Union County Heritage Festival on Saturday, April 22, 2017 at the Union County Agricultural Center. She asked for volunteers to participate between the hours of 9 am. and 5 pm. The Historic Preservation Commission, The Historic Society and The Carolinas Genealogical Society will be represented at this booth.

Other Business

Motion was made by the Chairman that the Commission go into a Closed Session in accordance with G. S. 143-318.11(a)6 to discuss performance of employee. The motion was seconded by Ms. Crump and the motion passed unanimously. Ms. Morgan was excused from the meeting.

No action was taken.

At its conclusion, the Chairman declared the session closed and reconvened the regular meeting.

Ms. Crump briefly reviewed some of the conditions of employment that the personnel committee detailed to Ms. Marian Morgan upon her employment.

Motion was made by Ms. Moore that Marian Morgan's salary be adjusted to \$14 per hour effective February 6, 2017, and that she be paid for holidays observed by Union County during the days that the Heritage Room is open. The motion was seconded by Mrs. Gamble and passed unanimously.

Motion was made by Mr. Loberger that the expenses for Ms. Morgan to attend the NGS Conference in Raleigh May 10-13 be paid by the HPC. The motion was seconded by Ms. Crump and passed unanimously.

Mrs. Gamble reminded that the members of the Historic Preservation Commission, by its ordinance, are to attend preservation conferences. It was agreed, by acclamation, that Ms. Morgan would search the site or literature and let the members know of any upcoming conferences.

With there being no other business, the Chairman declared the meeting adjourned. The next regular meeting is scheduled for May 4, 2017.

Respectfully submitted,

Crystal Crump, Secretary