

SMITHFIELD CITY HISTORIC PRESERVATION COMMISSION (Page 1)

96 South Main

Smithfield, UT 84335

Minutes of meeting held at the city offices, Monday September 23, 2022

In attendance: Jeff Gittins, Craig Nielson, Jon Wells, Michael Harris Start time: 7:00 pm (2 pages)

1. **Welcome – Jeff Gittins**

Jeff noted that other members of the commission had either asked to be excused tonight or were still hoping to attend the meeting later tonight. However, since 4 members are in attendance, this constitutes a quorum and the commission can hold the meeting and discuss the items on the agenda. Michael Harris was asked to record minutes of the meeting tonight.

2. **Minutes from January 11, 2022 read and approved.**

Attendees received a copy of the draft minutes from the January meeting from Jeff Gittins. Time was then allotted in the meeting for the attendees to review the draft minutes and make any needed clarification to the draft minutes before any motion to approve the minutes. The motion is seconded by Jon Wells. The vote to approve the January 11, 2022 minutes are approved by vote - 4 support the minutes as presented – 0 objections.

3. **Election of new Preservation Commission Chairperson.**

Jeff Gittins introduces motion to elect Jon Wells as Chair of the Smithfield City Historic Preservation Commission. The motion is seconded by Michael Harris. The vote to approve Jon Wells as chair of the Smithfield City Historic Commission is: 4 support the motion – 0 objections.
Jon Wells is approved as chair of the Smithfield City Historic Preservation Commission.

4. **Update and discussion on Douglass Mercantile Building roof project.**

- Review the placement of the new roof on the building.
- Note that no one is currently scheduled to install/attach the rain gutter and soffit to the new roof. Jon discusses several options which can be pursued to complete this project.
- Discuss ideas on what to do with 3 stones currently located in the building. It is suggested that the original owners of the building be listed on the stones and the stones will remain in the building.
- Discuss need to update appearance of West and East sides of the building as well as installing new siding on the South side of the building. In conjunction with this discussion, the upgrade efforts also need to be in compliance with all applicable laws/regulations for public buildings.
- Jeff Gittins mentions an individual who has offered to do a blow-in of the insulation into the building when the building preparation work has been completed so the building can receive the insulation.
- Jeff Gittins mentions a professional painting company may be willing to paint the building.

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5. **Discussion on RAPZ Tax projects at the Douglass Mercantile Building.**

Use any remaining monies with CLG grant monies to complete additional roof projects on the Mercantile Building.

Priority list of projects to be completed on the Douglass Mercantile Building:

- A. Finish all components of the new roof addition.
- B. Update appearance of the West and East sides of the building.
- C. Do interior demolition work - This also includes removal of any possible asbestos insulation which is currently in the building. It is not definitively known if the building insulation is asbestos.
- D. Install new siding on the South side of the building.

6. **Commission Member Reports**

-Jeff Gittins reviews progress made on submission/completion of Grant applications and recognizes the efforts made by several parties to assist the commission and Historical Society in preparing and submitting the grant applications. Some Grant applications are still in progress.

-Michael Harris reviews progress made on exploring the options to reprint the 2001 edition of the Smithfield City History Book, efforts to put the 1927 and 2001 editions on line as an e-book. The need to update the 2001 edition is also mentioned with a suggested goal of completing the update to the 2001 edition by 2026, twenty-five years after the publishing of the 2001 edition.

ADJOURN: Jeff Gittins presents a motion to adjourn the meeting. Proposal is seconded by Michael Harris. Meeting adjourned at 8:05 pm.

A Draft copy of these minutes was presented for approval at the meeting of the Smithfield City Historical Preservation Commission held on January 26, 2023 at the Smithfield City Office Building. Minor grammar/text corrections were made to the draft copy and the updated copy of the minutes as presented above was approved by the Smithfield City Historic Preservation Commission.

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Smithfield City at (435) 563-6226 at least three working days prior to the meeting.