

Landmarks Commission
Meeting Minutes
2/8/25

1. Call to Order

Kevin Maloney/Chair called the meeting to order at 10:05 AM

2. Roll Call

Barb Stiebeling/Clerk took roll call.

Present - Ian Jones, Kevin Maloney, Dawn King, Barbara Stiebeling

Absent: Denise DiLellio

Ian moved to excuse Denise's absence. Dawn seconded. All voted in favor.

3. Others Present – None

4. Report of Chair / Clerk

Nothing reported here as issues covered elsewhere in agenda

5. Election of Officers – Kevin conducted election.

a. Chair: Dawn nominated Kevin. ____ seconded. All voted to approve.

b. Vice Chair: Kevin nominated Ian. Seconded by ____ All voted to approve.

c. Secretary : Kevin nominated Barb. Seconded by ____ All voted to approve

6. Business of Audience – N/A

7. Approval of Minutes

Kevin called for approval of minutes. Dawn moved to accept the Minutes. Ian seconded. All approved.

8. New Business

a. Grant Opportunities – Ohio Hist. Records Advisory Board

Discussion took place regarding using money for materials or website development. Draft application due 2/24/25. Final

- application due 3/31/25. Dawn to request forms/application.
- b. Landmarks Commission email address – Still needs activated
Kevin to activate.
Steve Thorn to set up

9. Unfinished Business

- a. Status of properties being considered for Historic designation
Denise doing research on pump house
Dawn will follow up on train station. Village is now negotiating purchase price. Money might be available from National Park because it is on the Buckeye Trail
- b. Organization of Commission files
Ongoing. Barb proposed that meeting minutes organization would be completed by next meeting.
Other areas to be organized in future: Membership/resumes, Certified Local Government evaluations, Annual reports, Forms, Historical information
- c. Annual Report for 2024
Kevin proposed that annual report be approved with addition of the budget status and inclusion of the address of the Knowlton property as 10783 Main Street.
Dawn seconded. All approved
- d. Deed History Documents – Adopt Formally as Commission Docs.
Developed by Ian outlining how to perform property deed search
Kevin moved to adopt it as a Commission Form. Dawn seconded.
All approved
- e. Response to Nathan Bevil/CLG Evaluation
One resume still needed and was sent during the meeting.

f. Additional community outreach/engagement

Ideas discussed included set up a table at R44 Coffee shop and local Farmer's Markets, host a walking tour, re-sending letter to Portage And Weekly Villager.

Kevin suggested the discussion be tabled until April meeting so that he could discuss with Bill Mason/Village Solicitor.

10. Any other Business

Barb to find form for alterations that residents living in "listed" homes need to fill out if they want to make outside changes. The form then would go to BZA for approval.

11. Adjournment

Kevin moved to adjourn the meeting. Dawn seconded. All agreed. Meeting adjourned at 10:56 AM.

Respectfully submitted,

Barbara Stiebeling, Clerk