

Meeting Minutes  
Mantua Historic Landmarks Commission Meeting  
Saturday, September 9, 2023


- I. Swear in Denise DeLillio as member of the Commission.
  - a. Performed by Kevin Maloney, Chair
- II. Meeting called to order at 10:10 AM
- III. Roll Call
  - a. Present: Kevin Maloney, Emily Hammonds, Denise DeLillio, Ian Jones, Barb Stiebeling
  - b. Absent: None
- IV. Approve Minutes from last meeting.
  - a. Motion to approve amended minutes – Emily Hammonds
  - b. Seconded – Ian Jones
  - c. Yeah-All
  - d. Nay-None
  - e. Minutes approved as amended for the 4/22/2023
- V. Update on Village Council changes to legislation regarding Commission membership
  - a. Kevin Maloney reviewed the changes to Village Ordinance 159 as follows:
    - i. Council members previously prohibited from serving on both the Commission and Village Council now changed to the Commission will have a member of Council. The term will coincide with the term of Village Council member.
    - ii. The number of Commission members was reduced from seven to five.
  - b. Other discussion
    - i. Kevin will remain as Chair until his term is up. (2023)
    - ii. New officers will be elected in first meeting 2024.
    - iii. Emily Hammonds to retire at end of term in 2023.
    - iv. Quorum will be three for this committee.
- VI. Status of Properties submitted for consideration:
  - a. It was agreed upon that all eight properties/owners previously expressing an interest in being considered for inclusion as a designated home should be re-contacted.
  - b. Discussion took place regarding information found in the Ohio Historic Inventory (OHI) and whether or not it should be used or if another one would suffice.

- i. Ian noted that criteria on Form A are listed in the Ordinance.
        - 1. Barb – form A should be revised to list the criteria that appear in the Ordinance
      - ii. Emily and Denise felt the Ohio Form should be filled out.
    - c. The process will be:
      - i. Contact homeowners to determine if they are still interested.
      - ii. Ask homeowners to fill out Form A (includes criteria per Ordinance 159.10)
      - iii. Ask for photos.
      - iv. Meet with homeowner to fill out Ohio Historic Inventory (OHI) requested by the state.
      - v. Complete new form (with additional information.)
        - 1. Kevin to develop draft of new form.
    - d. Interested owners/properties include the following and assigned for contact to the individuals below:
      - i. 10818 Main St - Kevin
      - ii. 4569 W. High St – Barb
      - iii. 4546 W. High St – Barb
      - iv. 4708 Woodford – Denise
      - v. 4731 E. High St – Emily
      - vi. Ian, please fill in address.
      - vii. Ian, please fill in address.
      - viii. Ian, please fill in address.
    - e. Once the 8 properties have been reviewed, the Commission will determine whether or not to Accept or Reject the application. Accepted applications will then be submitted to Council for Approval
- VII. Plans for next mailing & other outreach.
  - a. Prior to next meeting, Kevin will:
    - i. verify spreadsheet of properties
    - ii. Share Google drive files with members or make new shared drive, but that may require Council approval
  - b. Next mailing planned for early 2024.
  - c. Discussion of Plaques for two homes approved in 2023.
    - i. Agreement that this would be appropriate and desirable.
    - ii. Current budget would allow, but need to use the money this year.
    - iii. Ian to investigate designs/cost.
- VIII. Open Discussion/Citizen comments or questions
  - a. Meeting frequency
    - i. Denise proposed that meetings occur more frequently.
    - ii. Group discussed six times or monthly meetings.
    - iii. No decisions made.
    - iv. All meetings would need to be set up in time for notification to the public.

- b. Educational opportunities
  - i. Barb suggested informal sessions to set up so that all have a basic understanding of the work.
  - ii. Kevin suggested that informal education is responsibility of each Commissioner, but that formal state sponsored programs (i.e., Ohio Preservation Office) should be identified and attended when possible.
  - iii. All will investigate these state-wide opportunities.
- c. Suggested Agenda items for November meeting
  - i. Determine meeting dates for 2024.
  - ii. Set Goals for 2024

IX. Adjournment

Respectfully submitted

  
Barbara Stiebeling, Secretary

Addendum:

Three names/addresses of individuals assigned to Ian Jones for follow-up regarding their continued interest:

Robert Gaglione  
Inquiry: Sunday, March 20, 2022  
[robert\\_gaglione@yahoo.com](mailto:robert_gaglione@yahoo.com)  
10842 park st. mantua, oh 44255

Leslie Hoffmaster  
[lesliehoffmaster@gmail.com](mailto:lesliehoffmaster@gmail.com)  
Inquiry: Monday, February 28, 2022  
10836 Main St, Mantua, OH 44255

Carol Denzinger  
[caroldenzinger@yahoo.com](mailto:caroldenzinger@yahoo.com)  
Inquiry: Friday, May 27, 2022  
Hilltop Christian Church  
4572 W Prospect St, Mantua, OH 44255