

**Dayton Historic Preservation Committee**  
**Minutes of meeting of June 21, 2017**

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Members Present: Judy Gerrard, Wayne Herring and Kim Courtin

Staff: Debra Lien and Heather Nelson

The meeting was called to order at 6:32 pm by Chair Judy Gerrard.

**Approval of minutes of meeting of April 19, 2017**

Kim made a motion, seconded by Wayne to approve the minutes as written. The motion was passed unanimously, 3-0.

**CLG Grant**

Judy reported at the cemetery grant that the Brookside Cemetery Association applied for was not approved. There was not enough detail submitted with the application. Judy submitted the letter of denial from Kuri Gill.

Judy summarized the sections of the CLG grant application.

- Preservation plan, which includes an assessment of the cemetery condition and of the headstones and recommendation for maintenance and restoration.
- Headstone Restoration
- Historic marker/sign
- Survey of property boundaries, if needed

Our top two priorities need to be:

1. Judy said that Dave Pinyerd is on board to do the assessment. We discussed whether we can get the kind of sign the Oregon Travel Experience uses. These signs are made by Seareach Company in Sheridan.

2. Start the process for the land use application that needs to be reviewed by the Historic Preservation Committee and approved by the Dayton Planning Commission.

Debra will line up a meeting with Scott to discuss the projects. Judy and Kim will attend.

Kim has been logging her volunteer hours doing mapping and verification of all the graves located in Brookside Cemetery and said Mike Imlah has done some cleanup of the cemetery. She will contact Mike and get information about their volunteer time to city staff so we can officially keep track of them.

Kim reported that there was a property line survey of the property done in 1973; however one pin cannot be located.

We discussed what needs to be done to get the project moving forward.

Judy will get in touch with Dave Pinyerd to schedule a time to talk about what needs to be done.

The application will need to be reviewed by the Historic Preservation Committee in July and then will go to the Dayton Planning Commission for approval in August. Debra will work on this.

The interim report is due by June 30, 2017. Debra asked for information on any work done so it can be included in that report.

Kim reported that cemetery cleanups have been included in the SOLV statewide cleanup scheduled for September 23.

We will need to meet every month to report on progress, for the foreseeable future.

### **Adjournment**

Wayne made a motion to adjourn, seconded by Kim and approved unanimously, 3-0.

Respectfully submitted,

Debra Lien  
Community Development Specialist