



**Minutes of the
Millcreek Historic Preservation Commission
October 12, 2023
6:00 p.m.
Regular Meeting**

The Historic Preservation Commission of Millcreek, Utah, met in a regular meeting on October 12, 2023, at City Hall, located at 3330 S. 1300 E., Millcreek, UT 84106. The meeting was live streamed via the City's website with an option for online public comment.

PRESENT:

Commissioners

Peter Brinton
Kaye Donahoe
Molly Enos, Chair
Tiffany Hunter Greene
Emily Johnson (Virtual)
Ryan Lufkin, Vice Chair (Excused)
Arie Leeftang (Excused)

City Staff

Francis Lilly, Assistant City Manager
Alexander Wendt, Deputy City Recorder
Kurt Hansen, Facilities Director
Sean Murray, Planner

Attendees:

REGULAR MEETING – 6:00 p.m.

TIME COMMENCED – 6:00 p.m.

1. Updates From Sub-Committees

Commissioner Greene said she did not have any updates. Chair Enos explained that the potential historic resources list should be reviewed soon. The process will be like last December. The Commission will begin with the historic properties that Mr. Huffaker noted in his reports to the Commission. Commissioner Brinton met with Millcreek Council Member Cheri Jackson to review a collection of historic material that had been offered to her by a friend. Commissioner Brinton explained that there are many useful historic items out there in the community that fit with the mission of the Historic Preservation Commission and items that are less useful for Millcreek history. It would be wise to create a list of items to focus on from this collection. Commissioner Greene asked about the content of the historic material. Commissioner Brinton said there were original images in the collection that are very worthwhile. Text documents in the collection may be nice in a library of some kind. Commissioner Donahoe asked how old the material is. Commissioner Brinton said much of the material was from the 1940's. Commissioner Donahoe said she has material related to Old Farm and it may not fit with the Historic Preservation Commission but is still valuable. Commissioner Johnson said that the Commission will need to have standards for stored meta-data. State Historic groups will scan items in Utah communities to add to the state archives

and return the original documents to the community members. Commissioner Johnson said that hosting information on the Millcreek Historic Preservation website about archiving information is one option. Then community members can benefit from that. Chair Enos asked for a framework or outline of how the Historic Preservation website should work. Mr. Lilly said that Planning staff has bandwidth issues in October, but the City Council will hear and hopefully adopt the historic preservation plan in November. City Staff can begin working with Preservica after adoption. Mr. Murray said that the Commission should review the scope of collection document again before the City Council adopts it because it is easier to change it now. It should be easy to start scanning documents by spring and adding them to Preservica. Commissioner Brinton said he was comfortable with the scope of collection document and Commissioner Johnson said she will review the document again. Commissioner Johnson asked what a collaborative scanning event would look like. Mr. Murray said it would be good to have information for residents regarding items that the Commission would want to collect and not collect yet are still valuable someplace else. Chair Enos shared an action item to review the edits to the scope of collection and make changes. She asked for someone to take ownership and push forward the scanning event idea, reviewing the scope of collection document, and working on the Preservica website. Commissioner Brinton said that something less formal than the scope of collection document could be helpful for community members. This guidance provided online is worth creating. Commissioner Johnson said the collection from Council Member Jackson is helpful because the Commission has a scope of collection document but there are still questions about how to store items. Preservica is probably not exactly a digitization system to store every item that people submit. Mr. Murray explained that having information ready for residents on other places they can take historic items and documents is useful. Then if they bring items to Millcreek that are not part of the scope of collection then the residents can have other options. Chair Enos suggested coming to the November meeting with a list of items the Commissioners would like to collect and review those items then.

2. Staff Updates

Mr. Lilly explained that staff is working to obtain the digital photos from the State for the 6th floor historical exhibit. November 16th will be the grand opening of City Hall and Mr. Lilly invited the Commission members. Mr. Murray explained that at the grand opening of City Hall Council Member Jackson would like to talk about the importance of historic preservation in Millcreek. There will be a Millcreek resident that is older than 100 years old. They will give a little speech in addition to others. It would be helpful if some of the Historic Preservation Commission Members were at the opening to speak about historic preservation with community members who asked questions. When the Commission discusses the next homes for adding to a local or national register staff will present a presentation for each property.

3. Approval of September 14, 2023, Regular Meeting Minutes

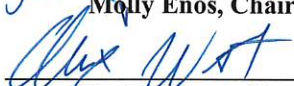
Commissioner Greene made the motion to approve the September 14, 2023, Regular Meeting Minutes. Commissioner Donahoe seconded the motion. Chair Enos asked for the vote. Commissioner Greene voted yes, Commissioner Donahoe voted yes, Commissioner Johnson voted yes, Commissioner Brinton voted yes, Chair Enos voted yes. The motion passed unanimously.

4. Adjourn

ADJOURNED: Commissioner Brinton made the motion to adjourn the meeting at 6:40 p.m. Commissioner Greene seconded. Chair Enos asked for the vote. Commissioner Greene voted yes, Commissioner Donahoe voted yes, Commissioner Johnson voted yes, Commissioner Brinton voted yes, Chair Enos voted yes. The motion passed unanimously.

APPROVED:

 11.14.2023 Date
Molly Enos, Chair


Attest: Alex Wendt, Deputy Recorder