

**CITY OF OSKALOOSA**  
**HISTORIC PRESERVATION COMMISSION**

Meeting Minutes  
May 19, 2023

A regular meeting of the Historic Preservation Commission (HPC) was called to order at 12:00 p.m. on Friday, May 19, 2023 by Chair Mark Tennison at City Hall, 220 South Market Street, Oskaloosa, Iowa.

**1. Roll Call**

Present: Mark Tennison, Cheryl Benson, Janel Campbell, Carri Vande Ree, Cheryl Lockwood, Eric Stout. Tim Foster arrived at 12:02 pm.

Absent: Dan Carmichael

Staff: Shawn Christ, Adam Eklofe, Matt Van Wyk

Others: Eric DeBoef

2. **Approval of the Minutes.** It was moved by Campbell, seconded by Lockwood, to approve the January 20, 2023 meeting minutes. Motion carried unanimously.

3. **Citizens to be Heard.** None

**4. New Business**

- A. Consider an application for a Certificate of Appropriateness for 105-109 High Ave East (Town Square Dental, H&R Block). Eric & Amy DeBoef and Jim Bruxfoort, representing Town Square Dental and H&R Block, have jointly applied for a Certificate of Appropriateness to replace ten (10) upper windows on the **façades of their adjoining** properties located at 105 – 109 High Avenue East. The proposed single hung arch head windows are Pella Reserve wood & aluminum clad, Iron Ore exterior color. The new windows will be arched and look identical to the original windows, except with low-E insulated glass. Color samples were provided. Installation will begin when the windows arrive, and there may be a lengthy lead time. It was moved by Campbell, seconded by Lockwood, to approve the Certificate of Appropriateness as presented. Motion carried unanimously.
- B. Consider an application for a Certificate of Appropriateness for 123 North Market Street (former Oskaloosa Herald building). Eric Stout, representing Oskaloosa Downtown Development, has applied for a Certificate of Appropriateness for the former Herald building at 123 North Market Street. First floor work will include ice blasting the large window frames and install center mullions with new clear low-E insulated glass. Upper windows will be replaced with new aluminum clad windows similar to existing and previous projects. A color sample was provided. Windows will be non-operable. A center mullion will be added to the lower storefront windows due to size. The boarded basement window openings along the A Avenue sidewalk will remain boarded due to road salt damage. The upper decorative wood trim will be replaced with wood grained PVC, either painted or colored. The scalloped roof fascia board is in good condition and will be painted to match. There is no indication yet on the future tenant. The rear window murals will be displayed somewhere in the building. It was moved by

Lockwood, seconded by Foster, to approve the Certificate of Appropriateness as presented. Motion carried unanimously.

**5. Miscellaneous Business**

- a. Discussion regarding Morgan Cabin. The Morgan Trust Estate has transferred ownership of the “Morgan Cabin” at 1221 South F Street to the city. The 1850 double log cabin and 2.4-acre property are now part of Edmundson Park. Matt Van Wyk said the cabin was originally built on a farm north of Tracy and purchased by the Richard Morgan family in 1939 and moved to its current location. He’s met with Nelson Pioneer Farm to discuss a possible partnership for restoration, estimated at \$200,000. There may be grant opportunities, particularly if the building is added to the National Register of Historic Places. There are companies who can disassemble historic cabins, refurbish, and reassemble on another site for approximately \$260,000. The building needs a new roof, window repairs, and stone chimney repairs. There may be volunteer groups who can assist with the building and also site improvements. Staff’s initial thoughts are to leave the building onsite, stage the inside with period furnishings but keep it closed to the public, and make the exterior accessible. Extending a path to the pond and sidewalk or trail would be beneficial. Listing the building on the register is preferable, but will take some time and effort. There were trust funds that came with the cabin, and other funding available with a partial match. Foster asked if board members can help with research. Van Wyk said they will take all the help they can get. Margaret at Nelson Pioneer Farm can assist also. The building would make a great AirBNB, with a beautiful setting. Van Wyk thanked the commissioners for their thoughts.
  
- b. Shawn Christ introduced new staff member Adam Eklofe. Adam is the new building inspector, replacing Mike Flahive.

6. **Adjournment**. With no further business it was moved by Lockwood, seconded by Vande Ree, to adjourn the meeting at 12:39 pm. Motion carried unanimously.

Minutes by Shawn Christ