Minutes - Regular Meeting  
PONCA CITY HISTORIC PRESERVATION  

Thursday, August 23rd, 2018  

MEMBERS PRESENT: Chad Keilman, Lee Matts, Beverly Bryant, Mindy Littlecook, Marcia Davis  

MEMBERS EXCUSED: Donna Reid  

MEMBERS ABSENT: Richard Winterrowd  

STAFF PRESENT: Rhonda Skrapke, Grant Administrator; Kacey Flenery, Administrative Assistant  

OTHERS PRESENT: None.  

Pursuant to notice as required by law, the Historic Preservation advisory Board of the City of Ponca City, convened in open session at 4:00 p.m. at City Hall in the Barnes room.  

I. Call to order:  
The call to order was ordered by Mindy Littlecook at 4:08 pm.  

II. Consider and vote to approve the meeting minutes from July 26th, 2018.  

Motion to approve the meeting minutes from July 26th, 2018 made by Beverly Bryant, seconded by Lee Matts.  
Ayes: All  
Nayes: None.  
Motion carried.  

III. Receive and discuss the status of CLG17 projects.  
Rhonda reported that the consultant is still behind on both projects but is hoping to have the final drafts to us and SHPO soon. The CLG17 contract date ends on 9/30/18 and everything will need to be submitted and paid before that date.  

IV. Discuss potential NRHP nominations for CLG18  
The panel reviewed/discussed different properties from the HP Plan that they’d like to see listed on the National Register. There are funds in the CLG18 budget to have four (4) NR nominations prepared. The panel selected four (4) primary properties and three (3) alternate properties to submit to SHPO for approval: Old Grace Church, CME Chapel, 1st Christian Church, 1st Lutheran Church, Nickles Machine Shop, Alcorn/Pickeral House, and Paris House. Rhonda and Kacey will get pictures of each property and send to Lynda in the next few weeks.  

Motion to have National Register Nominations prepared on the Old Grace Church, CME Chapel, 1st Christian Church, and 1st Lutheran Church as primary properties, and Nickles Machine Shop, Alcorn/Pickeral House, and Paris House as alternate properties in that order, made by Beverly Bryant, seconded by Lee Matts.  
Ayes: All  
Nayes: None
Motion carried.

V. Review Certificate of Appropriateness for 129 Whitworth and take any appropriate action.

The homeowner of 129 Whitworth was not in attendance to present the Certificate of Appropriateness information. Agenda item tabled until next meeting.

VI. Elect Vice-Chair

Chad Keilman volunteered to be Vice-Chair.

Motion to elect Chad Keilman as Vice-Chair made by Beverly Bryant, seconded by Marcia Davis.
Ayes: All
Nayes: None.
Motion carried.

VII. New Business

Rhonda reminded the panel about the Local History Month presentation scheduled for the September 10th, 2018 Commission Meeting. At this meeting, the panel will be presenting certificates to the property owners of the four (4) recent NRHP listings.

Rhonda updated the panel on the Lake Ponca Boat Ramp and Trail projects that are underway. She also discussed the current renovations at the City Central building.

Adjournment: 4:52 p.m.

Unanimous motion for adjournment.

Minutes passed and approved on 27 day of September 2018.

Mindy LittleCook, Chairman

Kacey Flanery, Preparer