

# Lewiston Urban Forestry and Cemetery Commission Agenda

January 8<sup>th</sup>, 2019 – 5:30 pm

Lewiston Community Center – 1424 Main Street, Lewiston

1. **CALL TO ORDER**

Roll Call

Malcom

Bill Malcom, Elizabeth Goetzinger, Shirley Phillips, Julia Barrett  
Commission Members Absent: Bob Brown, Maxine Miller  
City Staff: Tim Barker, Brian Jarolimek  
City Council Liaison Absent: Jim Kleeburg  
Citizen Guests: Jacqui Gilbert, Steven Branting

Meeting called to order at 5:36 PM.

2. **CITIZEN COMMENTS**

This is an opportunity for citizens to address the Commission on agenda items or other items they wish to bring to the attention of the Commission or Staff. Malcom

None.

3. **CONSENT AGENDA**

A. Approval of Minutes from November 27<sup>th</sup>, 2018

Malcom

Barrett motioned to approve, Phillips seconded. All approved.

4. **REPORTS** Presentations, Communications and Correspondence

A. Cemetery & Urban Forestry Monthly Reports

Barker

Commission members went over the November monthly reports for Urban Forestry and the cemetery. They asked questions about the disinterment listed on the cemetery monthly report, and asked for clarification on what a “quit claim transfer” was, as well as what a “direct burial” was, as both were listed on the report.

In reviewing the Urban Forestry monthly report, Commission members asked Jarolimek where the large tree that he removed at the cemetery had been located, as well as clarified where Colonel Parkway was located.

5. **ACTION ITEMS**

A. **NEW BUSINESS**

i. Normal Hill Historic Overlay Expansion

Jacqui Gilbert

Gilbert spoke to the Commission about the proposed expansion of the Normal Hill Historic Overlay, as the proposal includes the Normal Hill Cemetery. She started by presenting a brief history of the Normal Hill Historic Overlay to the Commission, explaining when it was enacted and showing a map of the current overlay. She said that

the Code was enacted two years ago and since then, there has not been any pushback from residents regarding the overlay. Gilbert also said that the overlay has not impeded new construction in the area, as properties have been rehabilitated and there has been new construction within the overlay area. She did say that at one point, the Historic Preservation Commission was asked by residents why they stopped at 7<sup>th</sup> Avenue, so they began to look at the expansion.

Gilbert described various outreach that will take place, including three meetings in the upcoming months to hear feedback from community members, give updates, and let community members ask questions. She did say that the map is only a proposal, and the overlay expansion area might change based on community feedback.

Gilbert said that the cemetery is an important part of the expansion with the amount of history that is located there, and that having the cemetery in the overlay would allow the cemetery to apply for different grant funding. There was discussion on how this distinction, and being placed on the National Registry, would benefit the cemetery and why the proposed boundary was chosen.

At the end of the discussion, Barker asked if there was something that would be helpful to get from this Commission and Gilbert said it would be nice to know whether they have the Commission's support for the proposal. Barker said that we could put this topic on the next agenda, discuss the Commission members' thoughts, and let them know.

## **B. OLD BUSINESS**

### **i. State Tree Kiosk and Brochure**

Steven Branting

Malcom began by pointing Commission members to the agenda packet to review the text for the kiosk, as well as the three photos that were selected for the kiosk, before Branting started his presentation.

Branting started by showing a few examples of actual 42" x 23" kiosk layouts so that members could see life-sized versions. He discussed various photo options and text requirements as well. In his presentation, Branting mentioned that when people look at a kiosk or display, they don't need to look at what they can already see; they want to see what they would have seen back in history. He suggested deciding on placement of the kiosk in the cemetery and then selecting a fourth, historic photo to put on the kiosk. He said that he has several photographs that we could utilize if we were interested. After some discussion, members asked to look at the photo from the Sarah Vollmer burial as a possible option, as it is a historic photo that also displays trees.

Branting gave specific information regarding ordering the kiosk, and offered to assist staff when the order is ready to be placed.

Gilbert and Branting left the meeting after Branting's presentation.

Phillips had to leave the meeting at approximately 6:40 PM.

Members had a brief discussion about the kiosk photos, and requested to look at more before a final decision was made. Malcom also mentioned that a scientific diagram of an Idaho White Pine might be a good addition to the kiosk, and other members agreed.

**6. COMMISSION MEMBER COMMENTS**

Goetzinger brought up the geese at the cemetery and said it is a problem again this year. She said that we need to look into options to deter the geese. After a short discussion about possible solutions, Malcom suggested that we put this on the agenda to discuss at the next meeting.

**7. CITY COUNCIL LIAISON COMMENTS**

None.

**8. NEXT MEETING**

A. Tuesday, January 22<sup>nd</sup> at the Lewiston Community Center

**9. FUTURE AGENDA TOPICS**

- A. Educational Topics from the Urban Forester
- B. Advisory Commission Review

**10. ADJOURNMENT**

Goetzinger motioned to adjourn. Barrett seconded. Meeting adjourned at 6:59 PM.

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Jenny Bourassa, Recording Secretary

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Date