

Canyon County Historic Preservation Commission

Meeting Minutes

Meeting #131

Date: 4-21-2025 **Time:** 6:30 p.m.

Location: Lake Lowell Parks Office (12996 Iowa Ave, Nampa ID 83686)

Commission Members: George DeFord, Jr (Attorney), Nikki Gorrell (Anthropologist), Bruce Poe (Architect), Vicki Stark (Archaeologist), Justin Vance (Historian), Zachary Wesley (Attorney), Chelsee Boehm (Canyon County Staff Rep.)

Commission Members in Attendance:

- ☒ George DeFord, Jr. (*virtual*)
- ☒ Nikki Gorrell (*virtual*)
- ☒ Bruce Poe (*virtual*)
- ☐ Vicki Stark
- ☒ Justin Vance (*virtual*)
- ☐ Zach Wesley
- ☒ Chelsee Boehm

Other Attendees:

- ☒ Nicki Schwend, Director CCPC&NR
- ☒ Jay Erb, American Legion
- ☒ Gail Christancy, Canyon County Historical Society
- ☒ Mark Pemble
- ☒ Scott Pemble

Call to Order

- Meeting began at approximately 6:30pm

Welcome and Introductions

- Justin, Chair, welcomed everyone to the meeting

ACTION:

- **Approve Minutes** – Meeting #130, March 11, 2025. **George motions to approve minutes with no changes. Bruce seconds.**
AYES: George, Nikki, Bruce, Justin, Chelsee
NOES: None
ABSTAIN: None
Motion Passes Unanimously

Mitigation Updates

- Caldwell Subdivision
 - MOA signed. No further updates on this project.

New Business

- Presentation on Due Diligence Survey
 - Bruce summarized what a due diligence survey is. He summarized how he

goes about the process. He then described the origins of the due diligence survey.

- Bruce reviewed the one-page document he created as a roadmap for what applicants to use. Bruce gave this document to the Parma Library and the American Legion Post. Bruce reviewed each section of the document and provided an in-depth summary on what each part of the survey would require.
- Bruce spoke to Dan at SHPO – who recommended architects to him. Bruce talked to them about getting involved in various projects, Steve Trout was willing to get involved. Steve went to Parma City Council meeting to testify on behalf of Sharlene at the Public Library to gain support for application.
- Bruce proposed incorporating this into the application material. Nicki Schwend and Chelsea agreed that it would be good to incorporate this into the grant application
- George asked if there was a way to simplify to the document.
 - Bruce said that it may be difficult to simplify, as the specifics in the document speak to the specific work that needs to be done.
- Gail asked what the cost of a due diligence survey might cost
 - Bruce said that it may cost between \$4,500 to \$6,500. He said the cost would be determined by each professional, and the architect would likely be the most expensive part and that it will also vary by the building.

○ **ACTION: Approve Letter to BOCC for New Commissioner**

- Chelsea introduced the letter created by her and Nicki Schwend.
- **Nikki Gorrell made a motion to approve the letter to the Board of County Commissioners to appoint Rachel Miller, from the College of Idaho, to the HPC. George seconded.**

AYES: George, Nikki, Bruce, Justin, Chelsea

NOES: None

ABSTAIN: None

Motion Passes Unanimously

○ **ACTION: SHPO CLG Grant Acceptance**

- Chelsea explained that the State Historic Preservation Office (SHPO) had offered the Canyon County CLG \$10,000 in grant funds, with
- Scott Pemble asked why the scope was changed to Parma. Chelsea explained
- Bruce said that getting to know the Library building shows that the larger opportunity of
- **George motions to accept the CLG Grant, with the change of scope. Justin seconds.**

AYES: George, Nikki, Bruce, Justin, Chelsea

NOES: None

ABSTAIN: None

Motion Passes Unanimously

- Review of Survey
 - Group decided to review survey at a later date.

Old Business

- Project Updates
 - Snake River Canyon Preservation Assessment
 - Nicki and Chelsee will be at Celebration Park for the public information session on April 24, at 6:30pm, to answer any questions that property owners may have regarding the survey. Two staff from SHPO will be in attendance to offer their expertise.

Public Comments

- Jay thanked Bruce for his work on the due diligence survey document. Jay had Steve Trout at the American Legion today,
- Scott asked organizations find architects to do the projects. Chelsee and Nicki discussed the potential ways to do that.
- Mark said someone fixed the fence at the Van Slyke Museum so that people are not getting in anymore.

Adjourn

- **Bruce motions to end the meeting, Justin seconds.**
AYES: George, Nikki, Bruce, Justin, Chelsee
NOES: None
Motion passes.
Meeting adjourned at approximately 7:45pm