

**Amana Colonies Land Use District
Board of Trustees Approved Meeting Minutes
Regular Meeting of Sept. 13, 2021 – 7:00 p.m.
Via Zoom App**

An in-person meeting is not possible due to the ongoing Covid-19 pandemic and the small size of the ACLUD meeting room, which does not provide enough room to maintain social distance between those attending.

- I. Call Meeting to Order. Lynn Trumpold, Chair called the meeting to order at 7 PM. Present were Bruce Trumpold, Cherie Hansen-Rieskamp, Joe Parcell, Laura Kay Sheely, and Andrew Conquest. Absent were Ithiel Catiri. Several members of the public participated.
- II. Set Agenda. Motion by Conquest, seconded by B. Trumpold, to approve the agenda. Motion passed unanimously.
- III. Review/Approve of the minutes of the August BOT meeting. Motion by Conquest, second by Parcell to approve the August minutes with the following changes: (1) Under Call Meeting to Order note that Andrew Conquest was absent at the August meeting and correct the misspelling of Amana to Amanda, and (2) Under Other Business, item e correct the word Revie to read Review. Motion passed unanimously.
- IV. Welcome visitors and allow citizens to speak on items not on the agenda. No one spoke.
- V. Review/Approve expenses for disbursements. Motion by Conquest, second by Hansen-Rieskamp to approve the list of bills to be paid. Motion passed unanimously.
- VI. Review/Approve July Treasurer's Report. No Treasurer report was available. Sheely directed that the Administrator check and see how the Treasurer could gain access to Quick Books for dual control of the program before the October meeting.
- VII. Discussion/Action on the following permit applications in a Historic Preservation District:
 - a. Application 2021-054b. Applicant, Allan Brower. Property located at 5209 E St., Amana. Zoning HP-R. The original application was split by the BOT to approved everything but the use of extruded aluminum trim. Motion by Sheely, second by B. Trumpold to not accept extruded aluminum for trim but approve the application with the use of wood trim with a color either in natural stain or in white. Ayes were Sheely, B. Trumpold, and Hansen-Rieskamp. Nays were L. Trumpold and Parcell. Abstain was Conquest. Motion passed.
 - b. Application 2021-070. Applicant, Allan Trumpold/Elly Hoehnle (Amana Church). Property located at 1112 26th St., Middle Amana. Zoning HP-R.
Proposed project: Replace handicap accessible ramp and porch on south side of the church. Allan Trumpold the applicant was present and asked to amend the application to reflect that the application covers only the porch floor, the porch stairs, and the surface of the deck and porch. Motion by Sheely, second by Hansen-Rieskamp to approve the application as amended. Motion passed unanimously.
 - c. Application 2021-074. Applicant, Amana Society. Property located at 724 48th Ave., Amana. Zoning: HP-I
Proposed project: Installation of new siding on entire warehouse.
B. Trumpold abstained from voting and spoke to the application noting that due to the HPC concern about metal siding on the warehouse, the Amana Society would like to alter the application to be metal siding on the non-street facing elevations and will retain the board/batten wood siding on the street facing elevations (a diagram was distributed prior to the meeting showing the walls that would be metal). B. Trumpold in his written request provided

that, "We believe this is a reasonable revision and acknowledges the HPC's concern about the visual effect of the metal siding on the more visible parts of the building." Discussion ensued regarding if this was really needed since the building was constructed after 1932 and was not historic. B. Trumpold informed the Board that the Society was willing to go with the proposed change as long as the HPC and BOT were consistent in application of the design guidelines in the future for non-historic buildings located in a historic preservation zone. Motion by Sheely, second by Hansen-Rieskamp to approve the application as amended by the applicant. Voting aye were Sheely, Hansen-Rieskamp, Conquest, and L. Trumpold. Voting nay was Parcell. Motion passed.

- d. Application 2021-081. Applicant, Megan & Eric Buh. Property located at 716 46th Ave., Amana. Zoning HP
Proposed project: Re-shingle roof with asphalt shingles, installation of new vinyl siding, replace aluminum gutters on house and garage, remove and replace front steps with concrete for steps and wooden horizontal handrail slats.
Moved by B. Trumpold, second by Conquest to approve the work proposed per the recommendations of the HPC, which approved the application subject to the siding material used be Cedar or composite (Smart Side) and the gutters installed be the traditional round eave and spouting and the BOT also added that the final design of the front steps be approved by the Administrator. Voting aye were B. Trumpold, L. Trumpold, Hansen-Rieskamp, and Conquest. Voting nay were Parcell and Sheely. Motion passed.
- e. Application 2021-034: Applicant, Brad and Stephanie Uthoff. Property located at 39th Ave, Amana. Change to window configuration of prior approved permit.
Motion by Sheely, second by Conquest to approve the new window configuration as this was a new structure and not in a historic preservation zone. Motion passed unanimously.

VIII. Other Business

- a. Discussion/Actions: Administrator request to consider outsourcing payroll. Given the lateness in the hour discussion of this item was postponed until the next meeting.
 - b. Discussion/Action: Review current COVID safety practices for meetings and office. Motion by Sheely, second by Hansen-Rieskamp for the Board of Trustees to return to face-to-face meetings. Sheely, Hansen-Rieskamp, B. Trumpold, and Purcell voting yes. Conquest and L. Trumpold voting nay. Motion passed. The Administrator asked if this same policy held for HPC and the Board of Adjustment. The Administrator was directed that the chairs of HPC and BOA can make that decision.
- IX. Administrator's Report. The Administrator noted that there of the 4 open position for the BOT October 2021 election only 2 candidates were running. The Board directed the Administrator to contact the attorney to see about putting something on the ACLUD website encouraging people to run. Conquest noted that before the vote was canvassed write in candidates should be contacted by the Election Office to ensure they would accept the position. This would save time.
- X. President's Report. The Chair requested that the Administrator 90-day review be set for a special meeting to be set yet in September. The board discussed and set the special meeting for Sept. 28, 2021, at 7 PM. Since this was personnel review it should be held in close session. The Chair noted that he had received calls regarding the Ehlt property and the attorney had sent a letter to the Ehlt.
- XI. Adjourn. Meeting was adjourned by consensus at 9:20 PM.