

Amana Colonies Land Use District
Minutes of the Regular Meeting
August 8, 2022 - 7:00 p.m.
Amana Colonies Land Use District office – 4304 220th Trail Amana
And via Zoom

- I. Call Meeting to Order. Amana Colonies Land Use District Board of Trustees President Joe Parcell called the regular meeting of the Board of Trustees to order at 7:00 p.m. Present in person: Parcell, Tyler Stockman, Bruce Trumpold, Cherie Hansen-Rieskamp and Moses de los Santos. Peter Hoehnle joined the meeting in person at approximately 7:15 PM.
- II. Set Agenda. The tentative agenda was modified so that a new item – communication from the ACLUD to residents - could be reviewed. This was added at Other Business / VI / c. Motion to approve modified agenda by Hansen-Rieskamp, second by Stockman. Motion carried unanimously.
- III. Review/Approve July Meeting Minutes. Motion to approve the July 11, 2022 Meeting Minutes by de los Santos, second by Hansen-Rieskamp. Motion carried unanimously.
- IV. Welcome visitors and allow citizens to speak on items not on the agenda. Wendy Sauter was in attendance to discuss her permit 2022-035 from the May/June timeframe.
- V. Discussion/Action on the following permit applications in a Historic Preservation District:
 - a. 2022-085. Alan and Virginia Dubberke / 4312 F Street Amana / HP-R. Replace three existing windows with Pella 250 Series vinyl windows. The 39" wide x 64" high is quantity one 12/8 double hung. The 59" wide x 52" high is quantity two 6/6 double hung with mullion between. The 78" wide x 64" high is quantity two 12/8 double hung with mullion between. Motion by Trumpold to approve the application as presented, second by Stockman. Motion carried unanimously. A Certificate of Approval was generated. It should be noted that Alan and Virginia were present at the meeting.
 - b. GRANT REQUEST. Alan Brower / 5209 E St East Amana / HP-R. On front exterior entryway - replace rotted porch flooring and damaged posts. Strip paint, prime and seal. On rear patio structure – rebuild grape arbor and replace sagging patio boards. Strip paint, prime and seal. Note that the Grant Review Committee reviewed this application on July 15, 2022. There was unanimous approval to recommend the grant. Total bid was \$8400, so 75% is \$6300. \$2500 grant value applies. There was some discussion by the HPC whether the front exterior entryway was constructed pre-1932, but regardless this would not affect the grant funding amount. Grant request was reviewed and approved by HPC on July 25th. After discussion the BOT concurred that the front exterior entryway is likely post-1932. Motion by Stockman to approve the grant application, second by de los Santos. Motion carried unanimously. A permit and award letter will be generated. It should be noted that Alan was present at the meeting via Zoom.

- c. GRANT REQUEST. Tony Berger / 2609 K St Middle Amana / HP-R. On north side of residence remove current tile (slate/asbestos) siding and replace with Smartside wood composite lap siding. Note that the Grant Review Committee reviewed this application on July 15, 2022. There was unanimous approval to recommend the grant. Total bid was \$1500, so 75% is \$1125. \$1125 grant value applies. Grant request was reviewed and approved by HPC on July 25th. After discussion there was a motion by Hoehnle to approve the grant application, second by Hansen-Rieskamp. Motion carried unanimously. A permit and award letter will be generated. It should be noted that Tony was not present at the meeting.

- d. GRANT REQUEST. Dan and Elizabeth Wood / 4521 220th Trail Amana / HP-C. Remove all caulking on cedar siding, and re-caulk with appropriate caulking. Remove and replace quantity two (2) water damaged corner boards. Remove and replace quantity two (2) water damaged window sill boards. Note that the Grant Review Committee reviewed this application on July 15, 2022. There was unanimous approval to recommend the grant. Total bid was \$1925, so 60% (commercial property) is \$1155. \$1155 grant value applies. Grant request was reviewed and approved by HPC on July 25th. The BOT discussion centered around whether joint caulking should occur on cedar siding constructed buildings at all. Stockman made a motion to table the motion until the Administrator can research with Dept. of Interior or State Historical Society regarding use of caulk on cedar wood. Second by Hansen-Rieskamp. Motion passed unanimously.

VI. Other Business.

- a. Discussion/Action: Board of Trustees review of potential candidate(s) for the open Board of Trustees position. Also discuss steps involved in planning for a Special Election in October. Norine Magee has shown an interest in joining the Board of Trustees to fill the seat left by Laura Kay Sheely. Norine was present in person at the meeting. After introducing herself and discussing her background, Trumpold made a motion to make her a Trustee until the October election. Second by Hansen-Rieskamp. Motion passed unanimously.

- b. Final review of ACLUD Fee Schedule. Administrator discussed additions of open records charges for large sized sheets, open records labor rate after 30 minutes and verbiage regarding permit fee penalty for working without a permit in place. Hoehnle made a motion to approve, second by de los Santos. Motion passed unanimously. The new fee schedule will become active September 1, 2022.

- c. Trumpold initiated a discussion regarding communications between ACLUD and the residents of the Amana Colonies. It is felt that the ACLUD website and Facebook could be put to better use keeping residents informed about rules, regulations and what to do regarding their local government. There was discussion about establishing an "ACLU Corner" in the Amana Society Bulletin where a "Did you know?" style entry would be shown.

- VII. Review/Approve August Disbursements Report. Motion to approve by de los Santos, second by Hansen-Rieskamp. Motion carried unanimously.
- VIII. Review/Approve July Treasurer's Report. Motion to approve by Trumpold, second by Stockman. Motion carried unanimously.
- IX. President's Report. No report issued.
- X. Administrator's Report. 1) Administrator provided data regarding application activity in July.
- 2) Chicken ordinance verbiage will be worked on at an upcoming HPC work session on August 15th.
- 3) The latest plan to eliminate paper generation is to use a donated flatpanel TV screen at the ACLUD office for document display at HPC/BOT meetings. This is currently ongoing.
- 4) July Hotel/Motel Taxes Pledged Document attached.
- XI. Adjourn. There was a motion to adjourn the meeting by Stockman, second by de los Santos. Motion carried unanimously. The meeting was adjourned at 9:01 p.m.

Joe Parcell, ACLUD BOT President

Richard Budde, Administrator and Clerk

The Amana Colonies Land Use District Board of Trustees was established and its members duly elected in accordance with the provisions of Chapter 303, Code of Iowa, subsections 303.41 through 303.68. All activities of the Board of Trustees in exercising its corporate authority including the election of officers, meetings and public hearings, expenditure of funds, appointment of Boards and employees are public records, and are in accordance with the provisions of Chapter 303, Code of Iowa.

All Amana Colonies Land Use District Board of Trustees meetings are open to the public and the public is encouraged to attend the meetings.