

Meeting Agenda to Post

Jackson County Historic Preservation Commission

Wednesday, September 16, 2026 at 5:30 pm

Clinton Engines Building, East Maple St, Maquoketa, Iowa

Call to Order:

Review and Approval of July 15, 2026 Minutes:

Treasurer's Report and Submission/Possible Action on payment of invoices:

July 2026 Month end finance reports and bills submitted

Committee Reports/Old Business:

1. Inquiries/Comments received through Facebook/Website
2. Short descriptions with images for County historic sites to post on Facebook/Website
3. Report on/planning for recognition signs for Historic Sites
4. Report on tour brochure with map and online historic sites
5. Jackson County Owned Historic Properties
6. Community Outreach Event: Potter's Mill Event Center on May 16, 2026: Feedback

New Business:

1. Commission Annual Timeline for next 3 months
2. Progress on 2026 Work Plan
3. Other Items:
 - a. Old Courthouse/School in Bellevue, Iowa
 - b. Silos & Smokestacks National Heritage Area Update
 - c. Advertise for vacancy
 - d. Upcoming Training and Education opportunities

Schedule Next Meeting: Tentative 10.21.26 at 5:30 pm

Adjourn:

Commission Annual Timeline for next 3 months:

July

- July 1st is beginning of fiscal year
- 2026 Jackson County Fair is July 28- August 2:
 - Complete booth displays and printing as needed
 - Set up JCHPC booth prior to fair opening

August

- 2026 Jackson County Fair is July 28- August 2:
 - Tear down JCHPC booth after fair closing
- 2026 Muster on the Maquoketa is Sept. 11-13:
 - Contact Bonnie Mitchell, Jackson County Historical Society/Clinton Engines Museum, for approval to participate and booth location
 - Plan for booth setup and tear

September

- 2026 Muster on the Maquoketa is Sept. 11-13:
 - Setup and teardown booth
- 2026 Annual SSNHA Training:
 - Watch for emails on topics, registration
- Simplified budget form – sent from Auditor's office via email in September
- Website expense due every 2 years – last paid in September 2025. The 2-year price for the Professional Site plan is \$240, or \$10 per month (see if sales taxes can be waived).

2026 Jackson County Historic Preservation Commission Work Plan *(revised 04.28.26)*

1. The Commission will work with the County Board of Supervisors to maintain our County status as a Certified Local Government (CLG). *Annual report, Letter of good standing, training.*
2. The Commission will publish a historic property tour brochure with a Google map of locations, and historic sites digitized online. *Ongoing*
3. The Commission will work with the County Board of Supervisors and Maintenance Department to pursue outside funding to make the necessary repairs and improvements to the historic Insane Asylum, to restore full partner site status with Silos and Smokestacks National Heritage Area (SSNHA) and to install SSNHA and interpretive signage. *Ongoing*
4. The Commission will work with community partners to design wayfinding maps to historic sites and districts in Jackson County. *TBD*
5. The Commission plans to work with the Jackson County Conservation Board (JCCB) to install recognition signs, assess site conditions, prepare cost estimates, and pursue outside funding to make the necessary repairs and improvements to one or more of the JCCB-owned historic buildings. *TBD*
6. The Commission will continue to work on or offer support to one historic property or historic district nomination in 2026. *TBD*
7. The Commission has identified options for in-person and virtual educational programs or tours. The options we will consider throughout the year are:
 - Partner with the Potter's Mill Event Center to organize, promote, and host a Community Outreach Event in May 2026. *Completed*
 - Prepare and record an educational program and make it available on the local access channel, and our website and Facebook page. *Underway with May 16 event.*
 - Add information about our historic properties to our website and Facebook page as space and time allow. *Ongoing*
 - Create short descriptions with images for County historic sites to post on JCHPC website and Facebook. *Underway*
 - Work with the media to promote historic preservation. This may include newspaper articles, captioned photos in the newspapers, and radio spots. *Completed with May 16 event.*
 - Identify and prioritize historic properties in the County for recognition signs. *Underway*
 - Ask the County Board of Supervisors to proclaim May as Historic Preservation Month and promote the sale of our Limestone Architecture Book during Preservation Month. *Completed*
 - Organize and staff a Commission booth at the annual Jackson County Fair in July and Muster on the Maquoketa in September with displays and handouts promoting historic preservation and historic sites in Jackson County. *Underway for County Fair.*
 - Partner with the Maquoketa Historic Preservation Commission for joint CLG programs or tours. *TBD*
8. The Commission will notify members of educational and training opportunities and encourage members to participate throughout the year. We will endeavor to have at least one Commissioner attend at least one educational or training event during the year. *Ongoing to date: SSNHA Wayside Exhibits Training in Waterloo on 1/7/26 (Laura), Community Outreach Event in Bellevue on 5/16/26 (all), Preserve Iowa Summit in Ankeny on 6/3/26 (Laura)*