

## **Morris County Heritage Commission Minutes Meeting of January 11, 2011**

**Present:** Commissioners Larry Fast, Dave Bogert, Epsey Farrell, Tracy Kinsel, Virginia Vogt, James Woodruff; archivist Peg Shultz; Freeholder Liaison Margaret Nordstrom.

**Absent:** Kathy Fisher, Henry Kafel.

The annual reorganization meeting called to order at the Morris County Cultural Center at 9:36 a.m. by Ms. Shultz. The Open Meeting statement was read. The election of officers for 2011 took place, with the following results: Mr. Fast, chairman; Mr. Kafel, vice-chairman; Mr. Kinsel, treasurer; Ms. Vogt, secretary. Freeholder Director Chegwidde will act as Freeholder Liaison. Freeholder Nordstrom may attend meetings when Freeholder Director Chegwidde is not available. The meeting was turned over to Mr. Fast. A resolution setting 2011 Commission meeting dates was read and approved.

**Minutes:** December minutes were read and approved with one typographical correction.

**Subcommittee appointment change:** Mr. Bogert will be the archives committee chair; Ms. Vogt will be the long-range plan chair and will also co-chair the publications committee with Ms. Farrell. Mr. Woodruff will join the publications committee. All other committees will stay as in 2010 pending absent and new commissioners making their wishes known. A list of all assignments to date is attached.

**Financial report,** Mr. Kinsel. The Commission closed 2010 with only \$5,245.89 unspent, despite a year of challenging staff cutbacks. The Commission will spend as little as possible during the first quarter until the 2011 budget is approved.

**Freeholder's report, Freeholder Nordstrom.** The Freeholders' reorganization meeting was held January 5. Ms. Nordstrom reported she has visited the *Hurstmont* mansion in Harding, one of the county's ten most endangered historical sites. Ms. Nordstrom stated her opinion that the property can be adaptively reused as a catering center. She also reported she was reappointed to the State Historic Site Council.

**Chairman's report,** Mr. Fast. December is traditionally quiet; his responsibilities primarily involved working with Ms. Shultz on ongoing issues (the grant program, long-range improvements for the archives and offices, and the Vreeland Outkitchen marker). He worked with Ms. Shultz to prepare the Commission's recommendation for a replacement for the seat on the Commission vacated by Ms. Kurlander. He also worked with Ms. Shultz on the Civil Service job code/job title for her promotion. He thanked his fellow commissioners and staff for their support in this past year. His full report is attached.

**Office report, Ms. Shultz.** During December, Ms. Shultz's time was spent with budget issues; the re-grant program, and researching civil service job titles/job codes. She assisted the county road department with the Vreeland outkitchen mark-out and finished working with the county GIS department on the historic site marker project. Her full report is attached.

### **Subcommittee reports:**

#### **Archives: Larry Fast**

Wire mesh shelving has been delivered and is being stored in the "A" room. The shelving will be installed at the Cultural Center and at Morris View.

#### **Grants/Re-grants: Dave Bogert**

Contracts have been sent to re-grantees in December and are expected back by week's end. Ms. Shultz has started the interim report for the NJHC and will soon begin the 2011 grant letter of intent and application.

**Long Range Planning: Kathy Fisher (not present)**

Virginia Vogt presented the final draft of the long-range plan for review. The plan was adopted, subject to a few minor typographical corrections. Copies of the final document will be provided at the February meeting.

**Marker Program: Kathy Fisher (not present)**

Ms. Shultz reported that the Vreeland Outkitchen Marker has been received and has consulted on the placement site. We do not have an estimated date from the road department for installation.

**Personnel: Henry Kafel (not present)**

Mr. Kafel sent the following report:

Peg has been working with Larry and me on how to address the limitations within the Civil Service Code concerning available titles for her without technically 'demoting' her. The administrative title of Administrator of Heritage and Cultural Affairs is a lower job title/pay grade than that of Archivist. We are looking into the possibility of Peg holding two titles, Archivist and Acting Administrator of Cultural and Heritage Affairs. We are also looking into having HR and Labor Relations and the Union raise the skill level of the Administrator title to that of an Archivist.

**Publications:**

No updates to report in lieu of Ms. Kurlander's resignation from the commission.

**Public Programs/Exhibits: Virginia Vogt**

No updates to report.

**Communications:**

Section 106 matters:

RG (crane test at Tempe Wick Road in Harding), Martin Enviro Solutions (collocate antenna array at 449 River Road in Chatham), Martin Enviro Solutions (construction of a telecommunications facility at 803 Springfield Ave. in Summit), FCC (new tower submission packet on Weldon Road in Milton), RGA (collocate new wireless antennas at 34 Maple Ave. in Montville Twp.)

Other communications:

State of NJ notification the Methodist Episcopal Church of Hibernia in Rockaway Twp is being considered by the NJ State Review Board for nomination to the State and National Registers of Historic Places. State of NJ, notification the restoration of the master bathroom and repairs to the Log House at Craftsman Farms have been approved. Thank you letters from Washington Township Historical Society and Macculloch Hall for their re-grant awards.

**Old business:** Covered in various reports.

**New business:** Covered in various reports.

**Adjournment:** 11:32 a.m.

Respectfully submitted,  
Virginia Vogt, Secretary

The next Commission meeting will be held on **Tuesday, February 8, at 9:30 a.m.** at the Morris County Cultural Center. Please contact Peg Shultz via email if you are unable to attend.