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# CAMPBELLVILLE

CERTIFIED LOCAL GOVERNMENT/  
HISTORIC PRESERVATION COMMISSION

**January 25, 2022**

**Campbellsville Civic Center  
City Council Chambers**

## MINUTES

**Commission Members:**  
Gwynette Sullivan - Chair  
Jim Miller - Vice Chair, Treasurer  
Pam Russell - Secretary  
Pam Hurtgen  
Sue Smith  
Mayor Diane Ford-Benningfield  
Donna Logsdon - Ex-Officio

### 1. CALL TO ORDER

Chair, Gwynette Sullivan, called the Campbellsville Certified Local Government/Historic Preservation Commission meeting to order at 12:00 p.m. in the City Council Chambers in the Campbellsville Civic Center located at 205 N. Columbia Avenue.

### 2. ROLL CALL

**Commission members present:** Gwynette Sullivan - Chair  
Pam Russell - Secretary  
Sue Smith - At Large  
Mayor Diane Ford-Benningfield - Ex-Officio

**Staff member present:** Donna Logsdon, CLG Administrator/Main Street Director

### 3. CERTIFICATES OF APPROPRIATENESS

A. 202 E. Main Street, Harden Coffee, Building owner Justin Hardin, replace second floor windows on front façade. Pam Russell made a motion to approve the application followed by a second from Sue Smith. The motion passed.

### 4. CONCEPTUAL REVIEW

There were no projects to review.

### 5. CHPC APPROVALS

- A. **115 E. Main Street**, Sharlow & Associates CPA, Building owner Aaron Sharlow, repaint front and alley facades dark grey. Approved 10-22-21. Mayor Diane Ford-Benningfield made a motion to approve the application followed by a second from Pam Russell. The motion passed.
- B. **126 E. Main Street**, Primrose on Main, Business owner Andrea Lawler, signage and storefront window infill. Approved 11-19-21. Mayor Diane Ford-Benningfield made a motion to approve the application followed by a second from Sue Smith. The motion passed unanimously.
- C. **201 E. First Street**, The Messy Bun, LLC, Building Owner Ashley Ensminger Jackson, lime wash N. Court St. & E. First St. brick facades. Approved 11-19-21. Mayor Diane Ford-Benningfield made a motion to approve the application followed by a second from Pam Russell. The motion passed.

6. **APPROVAL OF MINUTES - September 8, 2021** The September 8, 2021 meeting minutes were reviewed. Sue Smith made a motion to approve the minutes followed by a second from Mayor Diane Ford-Benningfield. The motion passed.

## 7. OLD BUSINESS

- A. **New CLG/HPC member** – Pam Hurtgen was introduced as our new commissioner although she was absent for the meeting.
- B. **CLG Preservation Education Grant** - Preservation Education - Robin Zeigler. The Preservation Education grant was discussed regarding the likelihood of people attending the educational sessions this spring. Sue Smith made a motion to send a letter to all property owners in the Campbellsville Residential Neighborhood requesting they respond whether or not they would attend a public meeting regarding becoming a Local Historic District on Sunday, May 1, 2022 from 2:00-4:00 p.m. in the Campbellsville City Council Chambers located at 205 N. Columbia Avenue. Pam Russell seconded the motion. The motion passed. The letter will give several ways for property owners to respond so that we will know how many people plan to attend. Mayor Diane Ford-Benningfield will schedule the public meeting to be held in the City Council Chambers on Sunday, May 1<sup>st</sup> and will plan on the consultant being able to use a PowerPoint system and a microphone. Donna Logsdon will contact consultant Robin Zeigler and see if she can come to Campbellsville to speak that day. Donna Logsdon will work with Sue Smith to prepare the letter, check mailing addresses with the PVA office and provide letters and address labels for the letters to be mailed out.
- C. **Campbellsville Renaissance/Main Street/Historic Preservation Commission Recipes**  
Discussion ensued regarding adding more recipes to the existing cookbook. Mayor Diane Ford-Benningfield suggested asking students to gather family recipes that have been passed down and to have them write down the history of the recipes such as when they were served and who made them. She will contact the schools to see if they will participate in the project.
- D. **Historic Plaques** – The historic plaques for building exteriors were discussed. It was decided that when the temperature gets warmer outside, Pam Russell and Donna Logsdon will visit each property owner to get them to sign a form approving the installation of the historic plaque, decide on the location where the plaque will be mounted, and ask them to donate \$ 100.00 for the plaque. The plaques should be mounted in May.

## 8. NEW BUSINESS

- A. **Election of Officers** Mayor Diane Ford-Benningfield made a motion to approve the following officers for one year followed by a second from Pam Russell. The motion passed.  
**Chair** - Gwynette Sullivan  
**Vice-Chair** - Sue Smith  
**Secretary** - Pam Russell  
**Treasurer** - Jim Miller
- B. **Bylaws** - The existing Bylaws were reviewed. Pam Russell approved changing the City of Campbellsville Historic Preservation Ordinance No. under Article 1, second paragraph, from 5.07 to 20.08 followed by a second from Sue Smith. The motion passed.
- C. **Historic Exercise Trail Signage** – Donna Logsdon presented a map coordinated with a list of buildings that should be a considered part of the Historic Walking Tour. Signage with our logo, directional arrow and QR code was discussed. Greg Gribbins has agreed to narrate the information if we can afford to have listening as an option. Mayor Diane Ford-Benningfield suggested having the historical information a part of our website that can be accessed through the QR code. Donna will work with Gwynette Sullivan in preparing the historical information for the Historic Walking Tour.
- D. **CLG 2022 Grant Application due March 4, 2022** - Preservation Plan: The FY2022 Grant Project Priority List from the Certified Local Government Program was reviewed. Donna Logsdon stated that in her recent CLG training, applying for a grant to develop a Local Historic Preservation Plan was emphasized for those communities that don't have one. Since Campbellsville does not have a Preservation Plan, Pam Russell made a motion to approve applying for a Local Historic Preservation Plan and Preservation Education followed by a second from Mayor Diane Ford-Benningfield. The motion passed.

E. **CLG Annual FY 2020-2021 Report** – The CLG/HPC Annual Report was reviewed. Group pictures were added to the National Preservation Month Activities. Mayor Diane Ford-Benningfield made a motion to approve the report as amended followed by a second from Sue Smith. The motion passed.

F. **National Preservation Month** - May 2022. We will celebrate National Preservation Month with our guest speaker Robin Zeigler on May 1<sup>st</sup> and installing plaques on the historic buildings downtown.

9. **TREASURER’S REPORT** – Gwynette Sullivan read the Treasurer’s Report on behalf of Jim Miller who was absent. We currently have \$ 4,911.15 in the bank. Mayor Diane Ford-Benningfield made a motion to approve the Treasurer’s Report followed by a second from Pam Russell. The motion passed.

10. **OTHER BUSINESS**

- Mayor Diane Ford-Benningfield asked us to think about what historical movies we could have shown in downtown Campbellsville to attract people to our town.

11. **ADJOURNMENT**

Pam Russell made a motion to adjourn the meeting at 1:27 p.m. followed by a second from Sue Smith. The motion passed.

Respectfully submitted,

Pam Russell, Secretary