

**Historic Preservation Commission**

**Thursday, February 25th, 2010 at 6:00 p.m.  
Waverly Public Library -Conference Room**

**Members Present: Les Zelle, Mary Meyer, Jim Hundley, Karen Lehmann, Kate Payne  
Members Absent: Erika Lindgren, Geneva Liebau  
Also present: Kathy Olson-Council Liaison, Ben Kohout, Dick Crayne, Beth Paulsen  
Visitor: Tom Hicks**

**Call to order: 6:10p.m.**

**Approval of minutes:**

**Motion to approve January 28th, 2010 minutes-Lehmann**

**Second: Zelle**

**Yes: 5**

**No: 0**

**Absent: 2**

**Regular business:**

- 1. Demolition, Deconstruction or Moving of Buyout Homes  
Waverly Light and Power sent email regarding potential for moving home through town. They detailed more clearly the process for moving power lines.**

**Kohout stated there are 28 identified buyout homes that are on hold and options on these homes may be available.**

**Lehmann asked if the bidders on a property must go through a contractor or not. Kohout responded wording in the contract could be established by INRCOG before a property would be demolished. Kohout stated that the city has no buildings available to store salvage from buyout homes. Kohout stated the contract can be written that the bid go to highest bidder, and if there is none, it could be donated to a non-profit group or salvage. The contract may also be written to open bidding to the public first then to demolition contractors.**

**Hundley asked whether there is a possibility for a bidder to do a partial salvage of the material and then the city bid it out for demolition. Kohout believes this is possible and indicated the city will need to have a waiver signed for all who enter a buyout property if the salvage option is desired.**

**Once a contractor or salvage company is awarded the demolition of a property the liability falls on that entity.**

**Payne asked whether a bid can go out for salvage alone, first. Kohout replied– yes.**

**Lehmann stated that as a commissioner she just wants to see the homes get recycled if that is all that is possible, preferably back into Waverly properties.**

**Olson asked the condition of the homes. Payne answered that it could be someone's judgment regarding what is salvageable.**

**Meyer suggested a temporary location be set up for salvage items.**

**Payne stated that the commission just wants the public to have the opportunity available to salvage or move any buyout homes.**

City may come to an agreement on a few properties with a non-profit like Habitat for Humanity (to move) and not have to bid it out every property.

Crayne updated the Commission stating 15 homes have actually been bought out, and to date 16 properties are waiting for funding from the state and stated that the city is pushing to get additional funds released in a timely fashion. Recommendations from the commission will be given to INRCOG regarding their wished for the buyout properties' demolition contracts.

Payne stated she thinks the first step is to find a non-profit interested in a property. The next is to put the property up for bid to move, salvage and then finally demolish.

All profits from buyout homes go back to FEMA.

Zelle stated for clarification that the three stages could be first the opportunity to buy, then to salvage, lastly to demolish.

Payne questioned who would be awarded the contract if both non-profit and member of the public both want a particular home.

Kohout responded that the commission could suggest state how they would like the contract to prioritize this type of bid situation.

Payne suggested that public be allowed to bid first, then the city could give the property away to non-profit.

Olson stated that if bids for salvage are allowed then liability has to be dealt with.

Olson stated for clarification that Habitat for Humanity currently has interest in four properties.

Kohout responded that, yes, they are looking at four but their decision on them is indefinite at this point.

Hundley asked if interested bidders would be able to take a look at the properties. Kohout stated that the city can seek a way to allow people to see the homes.

Payne suggested that the contracts first allow for those who would move the home, then go to those who would salvage before being offered for demolition.

Crayne stated that the contract could allow for both types of bids but precedence would go to the one who wants to move it or salvage it before those that would want to demolish it.

Crayne stated that the city does not benefit from the sale of properties except for the lower cost to the state or federal government for demolition.

Kohout stated that this is why bidding is used to allow order to the process according to local guidelines. This is also done to prevent a home from being "stripped". The homeowners were bought out at fair market value.

Olson stated for clarification that the commission may request that contract allow the person who bids to salvage can take whatever they want, but the demo is up to the city.

Payne suggested a motion that the commission request INRCOG require the prioritization to be as follows: first to the bidder who will move the property, second to the bidder who will salvage parts of the property, then thirdly to the bidder who will demolish the property.

Lehmann seconds.

Yes: all

No: 0

Absent: 2

## **2. Managing the Memorandum of Agreement Projects**

**The commission must read and find potential consultant for the project before the next meeting. An RFP must be written (sample found in packet).**

**Payne will write the proposed RFP. Other commissioners will prepare to review and consider consultants.**

**Council Report- Kathy Olson**

**Staff report-Beth Paulsen**

**Paulsen stated that Meyer-Reyerson was waiting for a response from Craig Mehmen regarding placement of the new marker before May of this year.**

**Chairperson's report- Kate Payne- none**

**The meeting adjourned at 7:05 p.m.**

**The next meeting will be on Thursday, March 25th, 2010 at 6 p.m. in the conference room of the Waverly Public Library.**