

Historic Preservation Commission Minutes

Special Meeting

Thursday September 9th, 2010 at 5:30pm in the Conference Room at the Waverly Public Library
Members present: James Hundley, Katherine Payne, Karen Lehmann, Tom Hicks, Erika Lindgren, Mary Meyer and Les Zelle
Council Liaison absent: Kathy Olson
City Liaisons present: Beth Paulsen and Sarah Meyer-Reyerson
Visitor: Mayor Bob Brunkhorst

Call to order at 5:35pm.

Approval of minutes for August 26th, 2010: Lindgren made the motion to accept the minutes as written; the motion was seconded by Hundley.

Yes: 7 No: 0 Absent: 0

Regular Business:

1. Salvage Items to discuss-
 - Payne will attend city council and address request to repurpose funds on Monday September 13th at 7pm.

Payne stated that the commission needs a final date for salvage as soon as possible in order to further coordinate the accommodations and food for the Ameri Corp workers that will be helping in the salvage of items from the buyout homes slated for demolition. The question was posed: does all abatement need to be done in every home in each group as listed by the city in order to start salvage from any home?

- Payne stated that a final contract also needs to be in place between Preservation Iowa and the city of Waverly. Rod Scott of Preservation Iowa and Ben Kohout in Planning and Zoning are currently in contact regarding the contract agreement. Payne stated that the terms of agreement contract between the city and Preservation Iowa may be finalized by Monday per Rod Scott.
- Payne stated that of the 35 buyout homes listed for salvage there are many that that have no salvage items inside while others have 2 weeks' worth. At that same time Rod needs to see the future salvage groups. Ameri Corp is available September 27th-November 12th, 2010 for the Waverly projects but the group will go on to other projects if we do not get them scheduled to work in Waverly. The date for salvage process to begin is tentatively set for the 27th of September but that needs to be finalized with the city in order to complete the schedule for the Ameri Corp workers. Sarah Meyer-Reyerson will talk to Ben Kohout. Can some homes be move up to the front of the list for abatement so that salvage can occur earlier if needed?

Payne stated that assuming we are able to begin the salvage process on September 27th, the Ameri Corp coordinator has been in contact with her regarding the accommodations for the workers during those

dates. The Ameri Corp coordinator requested the phone numbers of two or three commissioners willing to serve as contacts should the workers have questions, need something locally, or have any security issues. Lehmann stated she is willing to be a contact; Payne agreed as well. Hicks stated he could be available.

Payne stated that Kris Brunkhorst had emailed a number of questions related to food for the Ameri Corp workers. Brunkhorst stated in the email that if the commission received cash donations for the workers they could then buy breakfast items at the local food bank. She also stated that lunch for the workers will be on their own. Dinner would be the meal that the community could help sponsor most easily via prepared meals or cash donations. Lindgren asked if we can ask for donations of food from grocers or businesses. City council and the mayor have offered to grill a supper for the group of workers one night. Meyer-Reyerson stated her understanding from the city finance director was that, rather than checks being made payable from service groups to the city, it would be better for the service groups to pay directly for the food. A gift certificate to certain businesses from a service group could work as well. A letter will be drafted by Paulsen to be sent out to the local service groups requesting funds for food for the workers. A second letter will be drafted by Paulsen to be sent out to local churches requesting they sponsor a meal for the group, which may involve food preparation as well. The letter will state that a response is needed by September the 24th, and the contact person for those interested in Kris Brunkhorst.

Trucks: Payne stated that it is not our responsibility to salvage any items; it is only to get the materials to the storage location at Miller's building.

Hicks reported that Bob Brunkhorst has two pickups available to the commission and another person has offered the use of two trailers. Hicks will drive one of the Brunkhorst's trucks and a volunteer may be needed to drive the second truck. Lehmann stated that the letter to the service groups could request trucks, drivers or trailers. Hicks stated that he would be willing to rent Miller's truck for a day to haul items. Sarah Meyer-Reyerson submitted the idea that a trailer could be rented with the repurposed city funds should that request be granted by the council on September 13th. A motion was made by Lehmann to modify previous motion to repurpose the budgeted funds for rental of Miller's building as well expenses associated with the salvage process. Payne seconded. Yes: 7 No: 0 Absent: 0

Payne stated that Rod Scott is interested in walking through more of the homes when he is here for the salvage process of the first groups of homes. Payne asked if any commissioners would be interested in walking through the homes with Scott. Hundley and Meyer both stated they would be interested in going. Payne will set up date to walk through the homes with those involved.

2. Survey projects-

Sarah Meyer-Reyerson stated that third draft of the contract with Jan Olive Full of Tallgrass Historians is ready and will soon be signed.

The request for proposal (RFP) for the residential surveys is being proofed by Jan Olive Full, as she will not be bidding on this project but is willing to help the commission on this next RFP. Meyer-Reyerson stated that once it is proofed Payne may review it before it is sent out for

responses. Lehmann asked how many consultants received the first RFP. Nine were mailed and the commission received one response. So the commission will be sending the RFP out to closer to 20 consultants for the residential district surveys.

Sarah Meyer-Reyerson reported that she talked to SHPO via email regarding a request for an extension on the MOA deadline required for the completion of all surveys. SHPO did not seem initially willing to extend the date at this early time. Meyer-Reyerson must clarify the status of the request for the extension.

Council Report: none

Staff Report: none

Chairperson's Report: none

The next meeting is scheduled for **Thursday September 23rd at 6pm** in the Conference room of the Waverly Public Library.

The meeting adjourned at 6:32pm.