

Waverly Historic Preservation Commission Minutes

Thursday September 23d, 2010 at 5:30p.m., in the Conference Room of the Waverly Public Library

Members present: Tom Hicks, Erika Lindgren, Mary Meyer, Lester Zelle, Kathryn Payne, late – Karen Lehmann

Absent: Jim Hundley

Liaisons present: Sarah Meyer-Reyerson and Beth Paulsen

Council present: Kathy Olson

Visitors: Kris Brunkhorst, and Deborah Wise

Call to order: 5:36 p.m.

Approval of minutes for 9-9-10 special meeting- Motion made by Hicks, All: yes No: 0 Absent: 1

Regular Business:

1. Salvage Discussion Items-

-Miller True Value Building, access & payment –Payne read email from Kris Brunkhorst regarding her discussion with Miller on payment for building rental, access to the building and transfer of keys to the property. Brunkhorst asked what the number of keys the commission desires for the property. Four keys would be requested for: Rod Scott / AmeriCorps leader –one copy, Hicks-one copy, Meyer-Reyerson -1 or 2 copies.

Payne stated there will be a meeting with AmeriCorps at 10 a.m. on Friday the 25th, 2010 to coordinate the workers accommodations and schedules.

- Housing Arrangements for AmeriCorps –Pastor Deborah Wise of Trinity United Methodist Church will be meeting the workers and giving them instructions for housing at Trinity United Methodist Church. The basement level is available for the group.

-Food arrangements for AmeriCorps -Brunkhorst stated that the time for hot food delivery has been set for 6 p.m. unless further communication from Friday's meeting necessitates moving the time. Brunkhorst stated that checks should be written to Trinity United Methodist Church. Gift cards may be bought with the donated cash, as well as the food to keep available at the church for the workers. Brunkhorst stated that there is a need on Oct 1st Friday for food; Lindgren, Payne and Meyer will help. Brunkhorst mentioned that the council and mayor will be providing a meal on Thursday October the 7th at 6 p.m. The Commissioners are invited as well.

- Showering arrangements – Lehmann stated that the arrangement with the "W" has been confirmed.

- Trucks - Hicks stated that trucks are ready, and that daily pick-ups may not be necessary.

- Brunkhorst stated that a public hearing is scheduled for Monday at courthouse regarding Sturdevant house.

-Ads and articles for the newspaper are being written by Anne Drolet after an interview with Payne. Lehman will coordinate. Payne stated that a separate ad is needed to announce the available items.

- Olson stated the need for “thank you” notes to go out to all involved. Brunkhorst will request a list of all donors from Pastor Deborah Wise.

- Payne will contact Rod with a number of questions the commission has for Preservation Iowa regarding the salvage items, their storage, what items are to be held for the Sturdevant house, and advice on “running the store”.

Lindgren volunteered to coordinate the “store” schedule. Meyer-Reyerson stated that in October the rent would be \$200, in November \$300, and in December \$400 (it would remain at \$400 through the winter).

The upcoming group/groups of buy-out homes that are still to be abated; are yet to be addressed by the commission and are outside the current contract with Preservation Iowa. Payne will still try to set up a time for Rod and commissioners to see these homes.

Discussion on meeting time – resulted in agreement on 6 p.m.

2. Survey Projects Reports

- a. SMR – Jan has signed contract and photographer will be here next week.
- b. SMR – RFP is ready to go. Jan has helped revise as she is not bidding. Jan recommended longer time frame for responses. May need special meeting on 11th or 18th of November to decide on proposal. November 11th was decided to be our regular monthly meeting as well. SMR stated that due to the tight time from Jan recommends marlys. SMR extension has not yet been granted at this time, and want us to wait to 90 days from the completion date to ask for extension. An extension 21-22 months will be roughly the allowed time to complete. Consultant may ask for an extension 90 days before deadline is written in contract. Payne suggested adding that they alert us to schedule concerns to add leverage to our request for an extension as well lets everyone know there may be an issue. Payne suggested we state in the RFP the previous request for an extension. SMR stated that it is not in the cities best interest to ask for an extension due to delay in reimbursement of funds. Payne stated that bid may be higher due to timeline and then it is FEMA’s problem. (if city could say they don’t mind waiting would that help?)

Meeting adjourned at 6:30 p.m.

The next meeting will be at 6 p.m. in the conference room at the Waverly Public Library.

