

Unapproved Minutes
Historical Preservation Commission
Wednesday February 13, 2019 Regular Meeting

The regular meeting of the Vermillion Historical Preservation Commission was called to order in the Small Conference Room at City Hall on February 13, 2019 at 9:00 a.m.

1. Roll Call

Present: Cyndy Chaney, Jim Wilson, Susan Keith Gray, Gloria Hensley, Dietrik Vanderhill, Ed Gerrish, William Dendinger

Absent: None

Staff present: John Prescott, City Manager

James Purdy, Assistant City Manager

Jose Dominguez, City Engineer

2. Adoption of the Agenda

Gloria Hensley moved that the Commission adopt the agenda as presented, seconded by Cyndy Chaney. The motion carried.

3. Approval of the Minutes

Gloria Hensley moved that the minutes be adopted, seconded by Ed Gerrish. The motion carried.

4. Visitors to be Heard

No visitors were present.

5. Old Business

5a. Updates to the webpage

5b. Discussion regarding the potential creation of a new historical district along S. University St.

5a. James Purdy, Assistant City Manager, stated that the Historic Preservation Commission's webpage on the City's website has received some updates. The webpage now includes the Commission's mission statement, as well as helpful links. The next phase of updating the webpage will include a list of all historic properties in Vermillion.

5b. Commissioner Wilson stated that the interest has existed for many years for there to be a S. University St. historical district. Chairwoman Keith Gray asked Commissioner Wilson to help guide the Commission through the process. Commissioner Wilson stated that the most basic next step is to get a list of property owners at the County or City. After that, the Commission would need to schedule a public meeting, advertise the meeting, and send out postcards to all the property owners and residents to notify them of the meeting. Commissioner Wilson stated that the Clay County Historical Commission would pay for postcards.

The Commission then discussed possible locations for the meeting. Some proposed locations close to the proposed district were Jolley Elementary school, and the United Church of Christ.

Commissioner Wilson stated that the meeting topics would include some history about the district, benefits of becoming a historical district, addressing misconceptions about historical districts, and a question and answer session.

The boundaries of the new district were discussed. By the next regular meeting, the City will provide a list of properties in that area, Commissioner Gerrish will design the postcards, Chairwoman Keith Gray will contact potential locations for the meeting, and City Staff will bring a sign-in-sheet for the next meeting to help the Commission keep track of their hours.

6. New Business

6a. John's CLG discussion with Liz from the State Historical Society
6b. Discussion regarding the relationship between the City and County Historic Preservation Commissions

6a. John Prescott, City Manager, states that he spoke to Liz with the State Historical Society, and that she was able to answer a number of his questions. John Prescott stated that the CLG documentation requirements are not overly stringent when compared to grants the City typically receives. John Prescott stated the Commission may want to establish bylaws, and stated that grant applications are due March 31st. John Prescott also stated that this does take City Council approval, and that the Commission could conduct an educational session for the Council at the March 4th noon meeting.

6b. Commissioner Wilson, speaking on behalf of the Clay County Historic Preservation Commission, stated that the Commission would like to hire an intern to do scanning projects, and help with storing historical documents. Commissioner Wilson stated that this could be one of the ways the County Commission can partner with the City Commission. John Prescott, City Manager, stated that there is office space available in City Hall where an intern could do some scanning, if the County Commission does hire an intern. The City Commission also has a presence in the County Commission's newsletter.

Some topics the Commission would like to discuss at future regular meetings are 1) planning future educational workshops, 2) discussing the progress of the new historical district, 3) an update on the webpage, 4) making sure the City Commission gets their CLG paperwork submitted, and 5) adopting bylaws.

Note: the next meeting of the Vermillion Historic Preservation Commission will be March 13th, due to the University's spring break.

7. Adjourn

Moved by Commissioner Hensley to adjourn, seconded by Commissioner Gerrish. Motion carried at 9:30 a.m.

Vermillion Historical Preservation Commission