

CITY OF WILDWOOD
RECORD OF PROCEEDINGS

MEETING OF THE HISTORIC PRESERVATION COMMISSION
WILDWOOD CITY HALL (HOSTED)
16860 MAIN STREET
WILDWOOD, MISSOURI 63040
and on Zoom
July 22, 2021

I. Welcome and Roll Call

Meeting: Thursday, July 22, 2021, hosted at Wildwood City Hall via Zoom, at 6:30 p.m.
Attending: Commissioners Hensic, Scott, Hammond, Bachert and Hrubes, Alternate Quarternik, Council Liaisons Jakcsy and Nyhan, Commission Liaison Broyles, and Vice-Chair Stevens
Absent: Commissioner Rowton and Alternate Adams
Staff: Director of Planning and Parks Joe Vujnich and Planner Robyn Keefe

II. Opening Remarks

Vice-Chair Stevens welcomed everyone to the meeting, which was called to order at 6:30 p.m.

III. Election of Officers for Upcoming Commission Year – 2021 through 2022

Director Vujnich read the following statement from the Historic Preservation By-Laws: "A vacancy in office shall be filled as soon as possible in accordance an election procedure set forth herein or by special election as directed by the Chair of the Commission." He then detailed the regular election procedure, which is to establish a nominating commission of three (3) members, who then meet to discuss a slate of candidates. Candidates are then recommended at the next meeting, along with nominations taken from the floor, followed by a vote. To avoid a lengthy process in addressing just one vacancy, Director Vujnich plans to meet with the City Attorney to discuss Special Election procedures. He suggested the Commission continue forth with the current Vice-Chair and Secretary until the next meeting, where he will have additional information. Secretary Scott inquired about the normal timeframe to elect new members, and Director Vujnich informed the Commission that regular elections are held at the end of December. It was decided after some discussion the current two (2) positions would suffice until the end of the year, unless otherwise brought forth. Vice-Chair Stevens agreed to continue leading the meetings until a new Chair was elected.

IV. Approvals of the Historic Preservation Commission's Minutes from its June 24, 2021 and July 13, 2021 Meetings

Commissioner Hammond motioned to approve the June 24, 2021 minutes, and Secretary Scott seconded the motion. Motion passed by a voice vote. It was decided to defer action on the July 13, 2021 minutes until the next meeting.

V. **Public Comment** (comments can be provided via Zoom Chat)

Former Chair Wojciechowski thanked the Commission for a great experience, and in return was applauded by the rest of the Commissioners for his service. Commissioner Hensic was welcomed to the Commission.

VI. **New Business**

A. **Ready for Action – No Items**

B. Not Ready for Action – Three (3) Items

1. Development of Primer on Property Maintenance Codes and Impacts on Historic Structures (Wards – All)
2. Discussion Regarding the Age Threshold Used to Determine Qualification as Historic (Wards – All)
3. Overview of Maintenance Bids for Old Pond School (Ward One)

VII. **Old Business**

A. **Ready for Action – Four (4) Items**

1. Review and Recommendation on SWT Design's **Revised** Proposal for Route 66 Roadside Park (**Ward Eight**)

Director Vujnich gave an overview of the history of the Route 66 Roadside Park project and the selection of SWT Design. The initial proposal brought to the Department by SWT Design cost over fifty (50) thousand dollars. Commission members, at the June 24, 2021 meeting of them, requested that the Department negotiate with SWT Design to reduce the cost of the proposal by eliminating items being proposed, removing some of the proposed meetings, reducing the number of design options, and foregoing any of the supplemental tasks. This negotiation was undertaken and SWT Design returned with a proposal that was just over twenty-nine (29) thousand dollars. The Department of Planning then sought direction on the Scope of Work and its cost. If the Commission is favorable toward what is proposed, the project will start mid- or late-fall. The Department is recommending a favorable action.

Director Vujnich stated there are two main components that are critical to the Department that have been satisfied by the proposal: 1) Outreach to the residents that will be directly impacted by the development, and 2) Outreach to stakeholders, including business owners and those involved in Wildwood's heritage, such as this Commission.

Commissioner Hammond suggested the Commission move forward based on the conversation it had at last month's meeting. Commissioner Hensic asked about removing the survey from the proposal, stating that it is an important component. Director Vujnich responded by stating that Commission members didn't feel that the project would necessarily take an areawide survey. Director Vujnich stated that the Department could use the website to do some of the work for outreach and by concentrating on stakeholders, the necessary input could be acquired. Commissioner Scott further clarified there was already some information on the geography of the site and Commission Members felt that at present, a concept was more important than a more detailed geographical survey, which could come later in the process.

Commissioner Hammond motioned to move forward with the current proposal, allowing the Department of Planning to present it to City Council for review and approval. Secretary Scott seconded the motion and the motion passed by a voice vote.

2. Update Missouri Bicentennial Celebration (2021) – Time Capsule for Cities (**Wards – All**)

Planner Keefe presented the work on the current draft of Wildwood's submission to the Missouri Bicentennial Time Capsule, reviewing it page by page. She stated that Camp Wyman would be submitting a page to the City for inclusion and that additional letters to round out the Future Section would be welcomed. Director Vujnich suggested that all final contributions be received by the Department no later than Thursday, July 19, 2021, at 4:00 p.m. Commissioner Hensic, as the HPC's new member, was specifically invited to contribute a few items if he so desired.

Commission members responded favorably towards the current draft of the project. It was suggested that all pages conform to the eight point five (8.5) inches by fourteen (14) inches or legal document size to keep everything consistent. It was also commented that it was great to see the City's logo on the cover pages.

Secretary Scott moved to accept the current draft of Wildwood's time capsule submission in principle to be forwarded on to City Council. Commissioner Hammond seconded the motion and the motion passed by a voice vote.

3. Update on 2021 Work Program (**Wards – All**)

Director Vujnich gave an update on the 2021 Work Program. He highlighted a few items:

- The Department received a second bid on painting portions of the Old Pond School and it, as with the first of them, was high. The Department is now seeking a third bid. If the third bid is not in range, the project may need to be delayed to Fiscal Year 2022.
- The Department has completed the update of the historical survey, including twenty-five (25) new inventories. If the pandemic allows, typically those property owners are invited to meet with the Commission and comment on their inventories.

- The Orrville Historic Community Marker has a work order out on it. Once completed, the members will be notified, so they can go see it.
 - Belleview Farms is “a gem”, along the Meramec River and part of the Meramec River Valley. Friends of Belleview are working to restore the area, removing invasive vegetation. This organization received a grant, and the City of Wildwood also received a grant for that work. In the fall, members will be invited out to the site to meet with Friends of Belleview and receive an update from them.
 - The Department is working on several items, including signage for Kohn Park.
 - The Yost property should be acquired at the end of August.
 - 2022 should be a busy year for the Commission, as an update to the inventory of buildings over 75 years old is undertaken.
4. Discussion of Points of Interest Map and Wildwood History Book for Celebrate Wildwood 25+1 (**Wards – All**)

Planner Keefe stated that two road segments have been researched and a rough draft completed. The other three (3) segments are in the early stages of research. This past week she met with Jill VonGruben at the Wildwood Historical Society to receive additional resource materials and guidance. A draft of the Points of Interest Map will be available for the next meeting and ready in-time for the Celebrate Wildwood event.

Director Vujnich stated there continues to be a problem with the Incorporation Chapter, given that it is the combination of several different authors. Four (4) of the incorporators provided a firsthand approach, but did not address all the perspectives. It is still being edited, but will be available for the August meeting. However, it will not be ready for the Celebrate Wildwood event. The book will stay on the agenda, until it is published.

Secretary Scott suggested that a draft of the book be available at Celebrate Wildwood Event, so people could review it and even preorder it. Director Vujnich agreed with this approach. He stated the book will cost around fifty (50) dollars, which covers the cost of publication. He agreed to check on that price. Commissioner Hrubes suggested that attendees at Celebrate Wildwood be surveyed on whether they would pay fifty (50) dollars for a book.

Director Vujnich stated the Commissioners could participate in the parade for Celebrate Wildwood Event. It was asked if the parade was a recent change from the run that was planned. Director Vujnich clarified it was a recent change, but the run would also continue, as planned. Director Vujnich commented that a local business, Kelpie Contracting, had previously provided a flatbed trailer for bands to play at Old Pond School. He suggested Mr. Kelpie be contacted to determine if something similar could be achieved for the Historic Preservation Commission.

Secretary Scott inquired about whether Celebrate Wildwood Event would be held at its previous location. Director Vujnich confirmed the field could be used one last time, though the developer for the site is moving forward in the process.

B. Not Ready for Action – Four (4) Items

1. Final Action on Location of Orrville Historic Community Marker (Wards One and Three)
2. Discussion Regarding the Future Location for the Essen Log Cabin (Wards – All)
3. Development of Work Program for Historic Route 66 Promotion (Wards – All)
4. Update on Kohn Park Sign (Ward One)

Vice-Chair Stevens encouraged people to think about the Not Ready for Action items. Secretary Scott asked about where the Essen Log Cabin would be located. Director Vujnich commented a consensus was never reached, but a broad number of options had been identified. Secretary Scott advocated for the Community Park location and the cabin be used for activities. Director Vujnich stated that it was a complex issue, but the Commission needed to return to it, most likely not until October. After some discussion about security of the structure in the meantime, after it being previously stolen, and the good news that much of the original cabin was able to be reassembled, Director Vujnich commented the rock foundation, roof joists, and wooden shingles were no longer in possession of the City. The cabin, for now, is in a secure location. Secretary Scott commented the mix of materials could be used for education in showing people the differences in original material vs. the new material.

VIII. Review of Proposed Zoning/Plats/Site Development Plans/Demolition Requests – No Items

IX. Other Matters for Consideration

None.

X. Upcoming Meeting Date – August 26, 2021 (Thursday)

XI. Closing Remarks and Adjournment

Secretary Scott moved to adjourn. Commissioner Bachert seconded the motion. With a unanimous voice vote, Vice-Chair Stevens declared the meeting adjourned at 7:40 p.m.