



Kirksville Historic Preservation Commission Meeting Agenda

October 8, 2025, 4:00 pm

Council Chambers, City Hall, 201 S. Franklin St.

Call Meeting to Order

Roll Call

Order of the Agenda:

Staff report of additions or changes

Motion (and Second) to approve the order of the agenda

Vote – Ayes / Nays / Abstain

Minutes:

Minutes of the regular meeting on July 16, 2025

Motion (and Second) to approve minutes

Chair asks for corrections

Vote – Ayes / Nays / Abstain

Old Business:

1. Election of Vice Chair

a. Staff Report

b. Nomination of Chair / Officers

c. Vote – Ayes or Nays

New Business:

1. Roof & Window Matching Grant for the Rieger Armory Update

a. Staff Report

b. Commission Updates / Input

c. Citizen Questions / Input

2. Local Landmark Update

- a. Staff Report
- b. Commission Updates/ Input
- c. Citizen Questions / Input

Citizen Participation

(Time Limit of Five Minutes) Citizen participation is for suggestions and comments on items affecting the Kirksville Historic Preservation Commission and the City, but are not on the agenda. Action by the Commission other than acknowledgment is not expected at the same meeting. Citizens may address the Commission on topics which are part of the regular agenda when these items are discussed by the Commission. Citizens must add their signature to the Citizen Participation Sign-In Sheet and announce their name before they begin speaking. The Commission does like to follow up with citizens and request citizens willing to leave a form of contact.

Adjournment

Next Meeting: January 7, 2026 at 4:00 pm

Notice of Nondiscrimination

All persons within the City of Kirksville are free and equal and shall be entitled to the following equal use and enjoyment within the city at any place of public accommodation without discrimination or segregation on account of age, ancestry, color, disability, gender, gender identity, marital status, national origin, race, religion, sexual orientation or on any other basis that would be in violation of any applicable federal, state, or local law.

Notice of Disability Accommodations

Any person with a disability desiring reasonable accommodation to attend this meeting may contact the City Clerk at 660.627.1225 to make such arrangement.

KIRKSVILLE HISTORIC PRESERVATION COMMISSION

MINUTES of March 26, 2025

PRESENT:

Danny Ellsworth, Vice Chair

Amanda Brand

Cody Weichelt

Jennifer Walston, City Council Representative

Ashley Young, Community & Economic Development Director

Sara Knipe, City Planner

ABSENT:

Robert Clement

Bill Castles

Betty McLane-Iles, Planning & Zoning Representative

CALL TO ORDER

Vice Chair Ellsworth called the meeting of the Kirksville Historic Preservation Commission in the Council Chambers at City Hall, 201 S. Franklin, to order at 4:01 p.m.

APPROVAL OF AGENDA

Vice Chair Ellsworth asked for a motion to approve the order of the agenda. With no changes or additions, Jennifer Walston made a motion to approve the order of agenda; Amanda Brand seconded. The order of the agenda was approved with the following vote: Ellsworth – aye, Walston – aye, Brand – aye, Weichelt – aye; no nays. Absent: Clement, Castles, McLane-Iles.

APPROVAL OF MINUTES

Vice Chair Ellsworth asked for any changes to the minutes from the meeting on March 26, 2025. With no changes or additions, Jennifer Walston made a motion to approve the minutes of the March 26th meeting; Cody Weichelt seconded. The minutes were approved with the following

vote: Ellsworth – aye, Walston – aye, Brand – aye, Weichelt – aye; no nays. Absent: Clement, Castles, McLane-Iles.

OLD BUSINESS

Local Landmark Applicant Update: City Planner Sara Knipe stated that the City Council approved the six (6) Local Landmark applications on June 2, 2025. Originally, there were seven (7), but one of the properties was sold, and the new owner wasn't interested in moving forward at this time. Jennifer Walston asked if there were any new applications, and Sara Knipe indicated that she has not officially received any at this time.

Preservation Month 2025 Recap: The walking tour, led by Mayor Zac Burden, was a success with approximately 20 – 30 attendees. The tour showcased the six (6) new historic Local Landmarks. Amanda Brand attended the walking tour and indicated that mobility was an issue for some attendees so they left the tour early.

NEW BUSINESS

Election of Chair / Vice Chair: The Commission discussed the absent members and to possibly table the election until next meeting. After a brief discussion, Amanda Brand nominated Danny Ellsworth as Chair, Jennifer Walston seconded. Danny Ellsworth was elected Chair with the following vote: Ellsworth – aye, Walston – aye, Brand – aye, Weichelt – aye; no nays. Absent: Clement, Castles, McLane-Iles. The Commission did decide to table the election of Vice Chair due to absent members.

Roof & Window Matching Grant Program Application for the Rieger Armory: City Planner Sara Knipe explained that the applicant, Aaron Pearce, requested funds to replace existing windows at the Rieger Armory located at 500 S. Elson St. The project came in at a total price of \$30,300, and they have requested \$7,500. City Staff has reviewed the documents provided by the applicant and confirmed that the proposed window replacements are compatible with the historic fabric of the building and will not diminish its significance or eligibility for historic designation. Jennifer Walston asked if the maximum amount they can request was \$7,500. Sara Knipe said yes. After a brief discussion, Jennifer Walston made a motion to approve the Roof & Window Matching Grant Program Application for the Rieger Armory in the amount of \$7,500; Cody Weichelt seconded. Danny Ellsworth was elected Chair with the following vote: Ellsworth – aye, Walston – aye, Brand – aye, Weichelt – aye; no nays. Absent: Clement, Castles, McLane-Iles.

Proposed Revisions to the Kirksville Active Mobility Plan (KAMP): Ashley Young explained to the commission that the KAMP is a plan that identifies specific “focus corridors” within which City Staff focus on accommodating not only vehicles, but cyclists and pedestrians as well. Young stated that the proposed revisions to the KAMP include the following: 1). The addition of Green Street as a Focus Corridor; 2). The removal of the proposed trail in the Norfolk & Southern Railroad right-of-way; and 3). The addition of First Street as a Focus Corridor. Jennifer Walston mentioned that the this all made sense except item 2 was for the Southwest portion of the Norfolk & Southern

Railroad right-of-way only. Ashley Young stated he would make that clear moving forward. Young stated that the removal was due to the large number of property owners who would have to be involved and contacted in order to install the trail. With no further discussion, Jennifer Walston made a motion to approve the proposed revisions to the KAMP; Amanda Brand seconded. Danny Ellsworth was elected Chair with the following vote: Ellsworth – aye, Walston – aye, Brand – aye, Weichelt – aye; no nays. Absent: Clement, Castles, McLane-Iles.

CITIZEN PARTICIPATION

None.

ADJOURNMENT

Chair Ellsworth indicated he would not be able to attend the next scheduled meeting on October 1st. He requested the meeting be moved to a week before or after that day. City Planner Knipe indicated she would email everyone with a new date.

Amanda Brand made a motion to adjourn; Jennifer Walston seconded. Chair Ellsworth adjourned the meeting at 4:34 pm.

Sonya Ray - Recording Secretary

Election of Vice Chair: Staff Report

During the July 16, 2025 Kirksville Historic Preservation Commission (KHPC) meeting, the Commission elected Danny Ellsworth to serve as Chair. However, due to only meeting the minimum requirement for quorum, the Commission then decided to postpone the election of Vice Chair until the Commission's next meeting. It is now time for the Commission to elect a Vice Chair, whose duties are (per Sec. 2-257. – Kirksville Historic Preservation Commission (c) of the Municipal Code): "In the absence of the chairperson, the vice-chairperson shall perform the duties of the chairperson."

Roof & Window Matching Grant for the Rieger Armory Update: Staff Report

Following the Commission's approval of the Roof & Window Matching Grant Program application during the July 16, 2025 meeting, the applicant – Aaron Pearce – was notified of the approval, and the proposed work was completed. City staff were then notified of the completion of work, and the review team – consisting of the KHPC City Staff Representative (which is temporarily the Community & Economic Development Director Ashley Young), KHPC Chair Danny Ellsworth, and Code Enforcement Director Reid Yardley) – reviewed and inspected the final work. Payment will now be made by the City to the contractor for the grant amount (\$7,500). Please see below for a photo of one of the windows completed as part of the project.



Local Landmark Update: Staff Report

Following approval by the Commission, the Planning and Zoning Commission, and ultimately the City Council, the City's zoning map has been updated, and bronze plaques are in the process of being ordered for the six, new Landmarks in the City of Kirksville. A dedication event of some type will be planned for Preservation Month 2026, if the property owners are agreeable.