



**City of Pleasant Ridge**  
23925 Woodward Avenue  
Pleasant Ridge, Michigan 48069

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Pleasant Ridge Historical Commission  
Wednesday, November 1, 2017

Members of the Historical Commission and Residents: This shall serve as your official notification of the Regular Historical Commission Meeting to be held on Wednesday, November 1, 2017, at 7:00 p.m., at the **Pleasant Ridge Community Center, 4 Ridge Road, Pleasant Ridge, Michigan 48069**. The following items are on the Agenda for your consideration:

**HISTORICAL COMMISSION MEETING – 7:00 P.M.**

1. Meeting Called to Order.
2. Roll Call.
3. Consideration of the following minutes:
  - Regular Meeting Minutes held Wednesday, October 4, 2017.
4. PUBLIC COMMENTS – Items not on the Agenda.
5. Consideration of the Treasurer’s Report.
6. Consideration of the Historical Commission updates:
  - a. 2018 Home and Garden Tour.
  - b. Museum Repairs.
  - c. Museum Sign.
  - d. Museum Staffing.
  - e. Pewabic Tiles.
  - f. Centennial Homes Presentation.
  - g. Speaker Series.
7. Consideration of the City Commission Liaison Report.
8. Other Business.
9. Adjournment.

In the spirit of compliance with the Americans with Disabilities Act, individuals with a disability should feel free to contact the City at least seventy-two (72) hours in advance of the meeting, if requesting accommodations.

Pleasant Ridge Historical Commission  
Meeting Minutes  
Wednesday, October 4, 2017

1. Meeting was called to order 7:03 pm by Amy Drealan.
2. In attendance: Cathie Gillis, Jessica Herzig, Lauran Howard, James Koeppen, Nick Kokotovich, Conrad Stack and John Wright. Missing: Amber Herrick and Don Hoefler. Also in attendance: Bret Scott – City Commission Liaison, Amy Drealan – City Clerk and Darren Humphreys.
3. Consideration of September 6, 2017 meeting minutes: Motion to approve by John Wright, second by James Koeppen. All in favor.
4. Public Comments – Items not on the Agenda: None
5. Treasurer’s report for September 2017 by Amy Drealan: Revenues: \$0; Expenditures: \$75; Ending balance: \$16,938.83. (Report not included in October packet, it will be included for approval at the November 1<sup>st</sup> meeting.)
6. Consideration of the Historical Commission updates:
  - a. 2018 Home and Garden Tour
    - i. Our goal is to continue to have the tour every year. The 2018 tour is planned for June 2<sup>nd</sup> from 10:00 am – 4:00 pm.
    - ii. Historical Commissioners will work on confirming homes for November meeting. Follow up needed for these homes:
      1. Kathy – 6 Norwich confirmed
      2. James – 21 Norwich, 3 Oxford
      3. Conrad – 3 Poplar Park
      4. Jessica – 65 Sylvan
      5. Nick – 52 Oakdale, 128 Elm Park
      6. Lauran – 27 Oakdale
      7. John – 22 Devonshire
    - iii. In the November meeting, we need to discuss the Afterglow and decide on budget for 2018.
      1. We are raising money for the city, should we consider cutting back in future years (used to do just wine and cheese)
      2. People are not expecting this elaborate party, but it is a nice to have

3. The cost per person is less than \$15 per person estimating about 100 people attending
4. Homeowner's generally don't have a minute to grab a meal during the day, this is another way to reward them for putting their home on the tour as well as the docents for giving their time. (Don and Jim have been surveying many of the docents and pretty much everyone said they would be willing to pay higher ticket prices to keep the afterglow at the same level.)
5. The afterglow builds good community spirit, new friendships are made, new leads are identified for future homes to be on the tour, etc.

b. Museum Repairs

- i. Animal damage to section of rear roof – received repair estimate from Tim for \$400-\$500. Motion to approve repairs up to \$500 cap by John Wright, second by Conrad Stack. All in favor.
- ii. Concrete step is crumbling. Before we replace the step, we need to fix/replace the porch. Amy will seek estimates and check with Conrad Stack. Bret and Conrad will screw down porch for now.

c. Pewabic Tiles

- i. 4"x 4" Tile
  1. \$185 for mold
  2. \$27 per tile
  3. Everyone preferred to do the tile in green
  4. Motion to order 50 green tiles by James Koeppen, second by John Wright. All in favor.  $(50 \times 27) + \$185 = \$1,535$
- ii. Centennial Home Tiles
  1. Will be discussed in November meeting
  2. The expense will become too great to continue to provide for free to every Centennial home, discuss other options (changing the tile, sharing costs with residents, etc.)

d. Lighting and Fountain projects

- i. Leaders of the Historical Commission, Garden Club and Foundation met. Each to propose to their groups to allocate up to \$15k from each group for the Stephenson Park lighting project and fountain repairs.
  - ii. The group is not comfortable spending \$15k as there are other expenses we need to account for.
  - iii. There is no interest in spending funds on the fountain repairs at this time.
  - iv. Motion to spend up to \$10k for the Stephenson Park lighting project by Lauran Howard, second by Nick Kokotovich. All in favor.
- e. Centennial Homes Presentation
  - i. The Centennial homes presentation will be done at the December 12<sup>th</sup> City Commission meeting.
  - ii. There are two properties to be recognized – 28 Elm Park and 71 Kensington.
- f. Speaker Series
  - i. Historical Commissioners should review list of potential Speaker Series ideas provided by John Wright and be prepared to discuss topics with most interest in the November meeting.
  - ii. We are willing to offer a stipend for up to \$100 for the speaker.
  - iii. The following are ideas we have been tossing around that we want to keep on our radar in addition to the list John Wright provided:
    - 1. Andrew Mutch writes a blog about southeastern Michigan Sears kit homes. Specific to Pleasant Ridge, he has confirmed two homes are Sears's kit homes. One on Kensington and one on Devonshire. Andrew did a speaker series in Huntington Woods on September 21, 2016 and is willing to also do something in Pleasant Ridge. John Wright and James Koeppen went to the presentation and it was very interesting. Becky Uber thinks there other kit homes in PR and can provide details.
    - 2. Don Hoefler and James Koeppen met with Dave and Sandra Smith on Oxford and obtained the remaining videos that aired on the cities government channel. They brought up the subject of the Smith's doing a speaker series and they are thinking it over. Don Hoefler will contact Scott Pietrzak who has the rest of the videos which we believe may have been digitized.

3. James Koeppen will reach out to Dan Austin who wrote “Forgotten Landmarks of Detroit” or Gregory C. Piazza who wrote “A History of Detroit Palmer Woods” to see if they have interest.
4. There is a strong interest by residents to learn how to research their homes. We discussed doing a field trip to learn ourselves. We would include information on how to research your home through the Burton Historical Collection at the Detroit Public Library and Oakland County records in Pontiac.

g. Museum Staffing

- iv. Third Saturday of the month from 10:00 am – 12:00 pm.
  1. October 21, 2017 – Lauran Howard
  2. November 18, 2017 – Amber Herrick
  3. December 16, 2017 – John Wright (with free candy canes!)
- v. The property database is available on CD for Historical Commissioners to send home files. We will also see if we can put these files in the cloud or private network so we can access from home.
- vi. General museum notes: \$10 donation to email home file. The person holding the museum key should bring it to our meeting and give to the next person opening the museum. A few days prior to the museum opening, do a Facebook post notifying residents when it will be open.
- vii. Have Scott come and show the database in a future meeting for new members.

h. Historical Society Dues

- viii. We will join the Historical Society of Michigan as an Enhanced Regular (Level 4) member for \$50 a year. Membership includes Chronicle, Michigan Historical Review and Michigan History Magazine. Motion to approve by Lauran Howard, second by Conrad Stack. All in favor.

7. Consideration of the City Commission Liaison Report by Bret Scott:

- a. Will be a millage in November for police pension stabilization.
- b. The October Commission meeting will cover sewer cleaning and the lighting project will be discussed.

8. Other Business:

- a. The Tree Lighting Ceremony will be held on December 4<sup>th</sup>. The Historical Commission will again provide funding for Reindeer and pictures with Santa. In the November meeting, need to decide if we want to open the Historical Museum during the Tree Lighting Ceremony.
  - b. Bret Scott will mock up a possible sign for the museum that we can vote on in the November meeting.
  - c. Don Hoefler will coordinate a full re-vamp of the Historical Commission website with Scott Pietrzak.
9. Adjournment at 9:02 pm. Motion by Lauran Howard, second by John Wright. All in favor.



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Pleasant Ridge, Michigan 48069

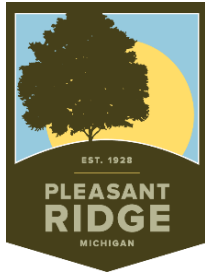
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From: Amy M. Drealan, City Clerk  
To: Jim Breuckman, City Manager  
Date: October 2, 2017  
Re: Historical Commission Treasurer's Report

Below is the September 2017 Historical Commission Treasurer's Report. Here is the detail for the revenues and expenses listed:

|                                   |                    |
|-----------------------------------|--------------------|
| <b>Beginning Balance</b>          | <b>\$17,013.83</b> |
| <b>Revenues</b>                   |                    |
| None                              |                    |
| <b>Expenditures</b>               |                    |
| Maintenance & Repair of Buildings |                    |
| Museum Cleaning July – September  | \$ (75.00)         |
| <b>Ending Balance</b>             | <b>\$16,938.83</b> |

Please feel free to contact me should you wish to discuss this matter further.



**City of Pleasant Ridge**  
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From: Amy M. Drealan, City Clerk  
To: Jim Breuckman, City Manager  
Date: October 30, 2017  
Re: Historical Commission Treasurer's Report

Below is the October 2017 Historical Commission Treasurer's Report. Here is the detail for the revenues and expenses listed:

|                          |                    |
|--------------------------|--------------------|
| <b>Beginning Balance</b> | <b>\$16,938.83</b> |
| <b>Revenues</b>          |                    |
| Sales                    |                    |
| Pewabic Tile Sales       | \$ 105.00          |
| <b>Expenditures</b>      |                    |
| Operating Supplies       |                    |
| Pewabic Tile Purchases   | \$ (1,535.00)      |
| <b>Ending Balance</b>    | <b>\$15,508.83</b> |

Please feel free to contact me should you wish to discuss this matter further.





Ruok Company  
1100 Hilton Rd.  
Ferndale, MI  
48220

# Proposal

|            |            |
|------------|------------|
| Date       | Proposal # |
| 10/19/2017 | 1974       |

|  |
|--|
| Name / Address   |
| Pleasant Ridge Police Booth<br>Behind 23925 Woodward Ave.<br>Pleasant Ridge, MI<br>48069 |

| Description  | Qty | Cost         | Total           |
|--|-----|--------------|-----------------|
| - Replace 4-6 cedar shingles at NE corner of Historical Museum (former police booth) | 1   | 375.00       | 375.00          |
| - Fill in deck with sheet metal (will not be visible)                                | 1   | 125.00       | 125.00          |
| - Screw down stair landing at front door   | 1   | 300.00       | 300.00          |
| - 4' concrete step, delivered and set in place (we'll dispose of the old one)        | 1   | 300.00       | 300.00          |
| Submitted by: Tim Ruokolainen, Owner<br>Ruok Company                                 |     | <b>Total</b> | <b>\$800.00</b> |

Customer Signature \_\_\_\_\_

## Re: October 2017 Historical Commission Packet

Bret Scott

Wed 10/4/2017 10:48 PM

To: Amy Drealan <cityclerk@cityofpleasantridge.org>;

I

2 attachments (2 MB)

image1.JPG; ATT00001.txt;

Hi all-

As follow-up to this evening's meeting, please see the attached revision to the historical museum open hours placard.

The cost will land somewhere between \$30 - 50 depending on the material it is printed on. For example, an aluminum backing is slightly less costly than 1/4-inch plastic.

Best regards,

Bret

# HISTORICAL MUSEUM

**HOURS**

**THIRD SATURDAY OF EACH MONTH  
(CLOSED JULY & AUGUST)**

**10:00 A.M. - 12:00 P.M.**

**OR BY APPOINTMENT**

**248 . 541 . 2901**

### Report on Pewabic Tiles for 100 Year Old Homes

I again met with Julie Brown at Pewabic, this time regarding our tile for 100 year old homes. Attached to this report is her email to me that describes the prices of smaller tiles and the costs to make them. I have sent her an email to ask if they charge us a design fee if we just shrink our present tile; somehow my notes on that are not clear to me. I am sure she will have an answer by the time of our meeting.

As part of my research on this I asked Amy to provide a double sided list of the year in which all of the PR homes were built. It is my understanding that we have enough tiles to provide them to homes for 2018 but that we must order for 2019 and beyond. Since we have been giving the tiles to homeowners for 16 years I computed the cost of our present file for the next 16.

| Year | Number of Homes | Cost for Present 100 Year Tile |
|------|-----------------|--------------------------------|
| 2019 | 16 homes        | \$1280                         |
| 2020 | 19 homes        | \$1520                         |
| 2021 | 17 homes        | \$1360                         |
| 2022 | 29 homes        | \$2320                         |
| 2023 | 71 homes        | \$5680                         |
| 2024 | 115 homes       | \$9200                         |
| 2025 | 85 homes        | \$6800                         |
| 2026 | 96 homes        | \$7680                         |
| 2027 | 57 homes        | \$4560                         |

The number of home each year goes up again after the years of the Great Depression, then down for WWII and up again after the war. I thought we could make our decision based upon the next 16 years but I will bring my calculator.

At the time of the meeting I will bring a few tiles that Julie loaned to us to us. Also included with her price analysis is a picture of other commemorative tiles they have done.

Lauran Howard 10.29.2017

# Fwd: Pricing for 4" round & 6" round

Lauran Howard

Sun 10/29/2017 1:42 PM

To: Amy Drealan <cityclerk@cityofpleasantridge.org>;

1 attachments (4 MB)

CommemorativeFlyer\_2015.pdf;

would you please insert this email from Pewabic, along with the attachment of tiles, in the packet for Wednesday? thank you, Lauran

----- Forwarded message -----

From: Julie Smith <[jsmith@pewabic.org](mailto:jsmith@pewabic.org)>

Date: Mon, Oct 23, 2017 at 11:41 AM

Subject: Pricing for 4" round & 6" round

To: lauranhoward22

Hi lauren,

The pricing for a 4" & 6" round is listed below:

For a Custom 4" Round tile:

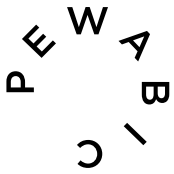
- Standard Mold Set-up Fee - \$750.00 (less than 100 tiles)
- RAM Mold Set-up Fee - \$1,200.00 (over 100 tiles)
- Plate Fee for 4" Round tile - \$80.00
- Design Fee @ \$125.00 per hour (2-4 hours is average for Commemorative)
- Custom Back Stamp - \$50.00 (optional)
- 4" Round single glaze tile w/gift box - \$34.00 per tile
- 4" Round single glaze tile w/scrape, gift box - \$37.75 per tile (scrape optional)
- 4" Round single glaze tile w/scrape and custom back stamp, gift box - \$41.50 per tile (scrape, stamp optional)

For a Custom 6" Round tile:

- Standard Mold Set-up Fee - \$750.00 (100 tiles or less)
- RAM Mold Set-up Fee - \$1,200.00 (over 100 tiles)
- Plate Fee for 6" Round tile - \$100.00
- Design Fee @ \$125.00 per hour (2-4 hours is average for Commemorative)
- Custom Back Stamp - \$50.00 (optional)
- 6" Round single glaze tile w/ gift box - \$50.00 per tile
- 6" Round single glaze tile w/scrape, gift box - \$53.75 per tile (scrape optional)
- 6" Round single glaze tile w/scrape and custom back stamp, gift box - \$57.50 per tile (scrape, stamp optional)

I've also attached a flyer that shows some examples of commemorative tiles that we've done. The "scrape" mentioned in the pricing is when the glaze is wiped or scraped off the higher portions of the design and the glaze remains in the recessed areas, giving the tile a two-tone effect. Please feel free to call or email if you have any questions, or if there is anything else that would be helpful for your meeting.

Julie



## COMMEMORATIVE TILE

Commemorate a special event, anniversary, or donor with a handcrafted piece of ceramic art. Our commemorative tiles feature your logo or a custom design finished with one of Pewabic's signature glazes to create an heirloom-quality memento. To begin the process, schedule a design consultation. The first hour is free. We offer this service for businesses as well as individuals. Our production time is 12 - 16 weeks.

*FOR DETAILS, CONTACT OUR DESIGN STUDIO AT [DESIGN@PEWABIC.ORG](mailto:DESIGN@PEWABIC.ORG) OR 313.626.2030.*

