# Pleasant Ridge Historical Commission

Meeting Minutes: Wednesday, April 6, 2022

Pleasant Ridge City Hall, City Commission Chambers

23925 Woodward Ave, Pleasant Ridge, MI 48069

- 1. Meeting was called to order at 7:03 pm by Chairman, Lauran Howard.
- 2. Members in attendance: Lauran Howard, Jaclyn Huffman, Colleen McKenna, Lisa Wetzen, Rosemary Spatafora, Nick Ziems, Liaison Katy Schmier, Attending via Zoom: Don Daniels, Amber Herrick, Nick Kokotovich
- 3. Approval of March 2, 2022 Meeting Minutes Motion by: Lisa Wetzen, Second: Colleen McKenna, Motion passed unanimously.
- 4. PUBLIC COMMENTS NA
- Treasurer's Report Don Daniels
  Motion to approve the March 2022 Treasurer's report. Motion by: Colleen McKenna, Second:
  Rosemary Spatafora, Motion passed unanimously.
- 6. Historical Commission Updates:
  - a. Welcome new member, Nicholas Ziems It's pronounced ZEEMS! Lives on Fairwood.
  - b. Pewabic Tile Report No update from Pewabic.
  - c. Museum Maintenance Lauran received quote from Henderson glass for Southfacing window.
    - Motion: To authorize repairs by Henderson glass to the South-facing window at the Historical Museum not to exceed the amount of \$350. Motion by: Colleen McKenna, Second: Jaclyn Huffman, Motion passed unanimously.
    - Discussion: Lauran attempted to get multiple quotes and was unable to. Henderson was very quick to respond and very helpful.
  - d. Then and Now update No update, Bret has been out of town. Hope to meet with him on Monday.
  - e. 2022 Home and Garden Tour Received 3 potential houses from Don. 1 confirmed for sure! Colleen has organized the list of confirmed and potentials in the Home tour file. Looking for gift ideas Marsha Hoglund garden stones, Nick Z has a friend who works in ceramics will check what his prices are. Rocks are tradition look for other rock options, Etsy? Set max of \$50 per gift rocks, engraving and shipping.
  - f. Request by homeowner of 69 Kensington regarding a Centennial Tile presentation Tim Carney is recording a short video project and needs someone to re-enact him receiving his centennial tile at the museum. Amber volunteered to present the tile to him.
  - g. Old home photograph request Katy had an idea to ask realtors to give us pictures they are taking when houses are listed for sale and save for the house files. Copy the listing ticket which would include all the pertinent information of the house. Don is going to send Nick K a file for him to review and what's the best way to move forward. Nick Z called out to make sure it's archival quality.

- h. Meeting with Ron Campbell, Planner, Oakland County Architect was set to meet with Lauran and Lisa but was unable to attend (medical emergency). Will be rescheduling. He's assisting cities in Oakland County with their public buildings/historic archives/architecture, to observe the museum and make a recommendation on how to arrange and make more user friendly.
- i. Museum opening Saturday, April 16, Amber and Lisa to open museum. Tuesday, May 10 prior to City Commission meeting, 6:30 7:30, Colleen.

## 7. Technology Discussion

a. Tape Conversion –

Motion: Historical commission to authorize Mr. Richard Moore to review items from the Historical Museum, namely, Inside Pleasant Ridge DVDs and have them returned to the commission by May 31, 2022. Motion by: Colleen McKenna, Second: Lisa Wetzen, Motion passed unanimously.

Discussion: Process needs to be timebound, set a timeline as to when the discs need to be back to us. 56 hours estimated to view them – request the DVDs back by Memorial Day (he can ask for an extension if needed). Once we know what's on the DVDs and then we can move onto step 2 – what to do with the footage. Share to YouTube?

b. Office 365 Update – Colleen created an account: <a href="mailto:prhistorical@cityofpleasantridge.org">prhistorical@cityofpleasantridge.org</a> – PR Historical tools for workflow. This will be owned by the city. Password to be changed every year. Everyone will have access to it and Colleen will resend the intro email with login information to everyone.

#### 8. Incidental Expenses for the Historical Museum

Motion: Commission member may spend up to \$150.00 for incidental expenses related to the Pleasant Ridge Historical Museum with the confirmation of one other member. Motion by: Colleen McKenna, Second: Lisa Wetzen, Motion passed unanimously.

Discussion: What constitutes a general maintenance update such as changing lightbulbs, who should this responsibility fall to? Expired fire extinguisher was pointed out last time the museum was open vs incidentals such as floor mat.

#### 9. City Commission Liaison Report

Notes: CAC recommendations to come at the next commission meeting. Recommendation based on their meetings is a 1/3 split. Flat fee is 1/3 will cover the replacement of the lead service pipe, 1/3 is millage, 1/3 is frontage of each house – capping at 100 (does not include corner if on a corner lot). Discussing goals and objectives for fiscal year 2023. Work will be starting on Woodward bike paths. Woodward Heights consultant still being negotiated.

## 10. Other Business

Notes: Further issues with the museum – the shutters are deteriorating, sign that says "Police Booth" is also deteriorating. We need to determine what needs to be done and potentially other items that may need attention. Who is responsible for building repair? Us or the city? Analyze the state of the building overall and see what other issues there are that may need to be addressed. What is covered under "building maintenance."

### 11. Adjournment

Meeting adjourned at 9:05 pm. Motion by: Colleen McKenna, Second: Lisa Wetzen, Motion passes unanimously.

Respectfully submitted by Jaclyn Huffman, Recording Secretary 4/7/2022