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**PITTSFIELD CHARTER TOWNSHIP HISTORIC DISTRICT COMMISSION  
REGULAR MEETING MINUTES**

April 4, 2018  
Pittsfield Township Administration Building  
6201 W. Michigan Avenue  
Ann Arbor, MI 48108

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**MEMBERS PRESENT:** Ferguson, LeClair, Paas, Richards, Scribner, Wall

**MEMBERS EXCUSED:** Harwood

**OTHERS PRESENT:** None

**1.0 Call Meeting to Order/Determination of a Quorum**

Chair Wall called the meeting to order at 5:30 p.m. A quorum was present.

**2.0 Pledge of Allegiance**

Chair Wall led the Pledge of Allegiance.

**3.0 Roll Call**

All present except Commissioner Harwood

**4.0 Open Meetings Act/Public Comment**

Under the Open Meetings Act, any person may come forward at this time to address the Commission. Anyone who wishes to speak is requested but not required to state his/her name and address for the record.

**5.0 Approval of Agenda**

Motion by Vice Chair Paas, supported by Commissioner Richards to approve the agenda as amended. Commissioner LeClair added **12.3: 1998 Article on First Pittsfield Charter Township Historical Commission.**

**MOTION CARRIED**

**6.0 Approval of Minutes for February 7, 2018**

Motion by Commissioner Ferguson, supported by Commissioner LeClair to approve the minutes as presented.

**MOTION CARRIED**

**7.0 Scheduled Guests**

None

**8.0 Expenditures Reports**

Commissioner Scribner shared the Revenue and Expenditure report for the Period ending March 31, 2018. The only expense to date is the wages for Archivist, Anne Simpson.

Motion by Vice Chair Paas, supported by Commissioner Richards to approve the Expenditure Report as presented.

**MOTION CARRIED**

**9.0 Officers Reports**

**9.1 May 2-5, 2018, Grand Rapids “Paths to Your Past”  
National Genealogical Society**

Chair Wall will not be attending the “Paths to Your Past” Conference. She reported that she is in the process of working on the genealogy of the Sutherland-Wilson family. Vice Chair Paas suggested having a record available, for public viewing at the Harvest Festival, of people who have lived in the Sutherland-Wilson home and have farmed the land.

## **10.0 Member Reports**

### **10.1 Archives**

Chair Wall reported that Archivist, Anne Simpson, is continuing to organize files and has made progress on the Sutherland-Wilson archives.

### **10.2 Sutherland-Wilson Farm**

Vice Chair Paas reported that Applications for “Certificate of Appropriateness” are being prepared for completing the exterior project and removal of the existing siding from the north and east walls of the “old kitchen” portion of the house and replacing the siding and trim as required.

### **10.3 Kitchen Foundation Update – Al Paas**

Vice Chair Paas reported that the steel beam has been installed underneath the kitchen floor. The foundation work has been completed except for the regrading and clean-up of the exterior. The oak flooring was removed and the original floor has been patched and restored.

Vice Chair Paas gave an extensive report on the work that will be completed on the interior of the kitchen, restoring the wall, and closing off the stairway.

## **11.0 Old Business**

### **11.1 Harvest Festival 10<sup>th</sup> Year in 2018 - Ideas**

Chair Wall discussed ideas for the Harvest Festival 10th Year Anniversary. As discussed at the Historic District Commission meeting in February, ideas included games and clothing indicative of the 1850-1900 time period. Chair Wall will make a sample of a costume to show at the next Historical Society meeting.

## **12.0 New Business**

### **12.1 Certificate of Approval – Siding for North and East of Kitchen Portion of Sutherland-Wilson House**

Motion by Commissioner Scribner, supported by Commissioner LeClair to accept the Application for “Certificate of Appropriateness” to: Remove the existing siding from the north and east walls of the “old kitchen” portion of the house and replace the siding and trim as required.

**MOTION CARRIED**

**12.2 Certificate of Approval – Sidewalk Repair for North Side of House**

Motion by Commissioner Ferguson, supported by Commissioner Richards to accept the Application for “Certificate of Appropriateness” to: Replace Existing section of concrete sidewalks at the north side of the house, extend side to the drive at the west side of the house, and extend sidewalk to connect the walks from the Main Entry to the Dining Room Porch entry. Replace other damaged section of walk as required.

**MOTION CARRIED**

**12.3 1998 Article on First Pittsfield Charter Township Historical Commission**

Commissioner LeClair shared an article detailing the inception of the first Pittsfield Charter Township Historical Commission in May 1998. The article listed the original members, of which Commissioner LeClair was one of the original members.

Commissioner Scribner suggested posting a copy of the article on The Pittsfield Charter Township Historic District Commission website.

**13.0 Next Meeting**

2 May 2018, 5:30 p.m.

**14.0 Adjournment**

Motion by Commissioner LeClair, supported by Commissioner Richards to adjourn the meeting at 6:28 p.m.

**MOTION CARRIED**