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

September 4, 2019
Pittsfield Township Administration Building
6201 W. Michigan Avenue
Ann Arbor, MI 48108

MEMBERS PRESENT: Harwood, LeClair, Paas, Richards, Scribner, Wall

MEMBERS EXCUSED: Ferguson

OTHERS PRESENT: None

1.0 Call Meeting to Order/Determination of a Quorum

Chair Wall called the meeting to order at 5:45 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 Ferguson

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 Commissioner LeClair, supported by Commissioner Scribner to approve the agenda as presented.

MOTION CARRIED

6.0 Approval of Minutes for May 1, 2019

Motion by Commissioner Scribner, supported by Commissioner LeClair to approve the minutes as amended with corrections: **10.1 and 11.2** Add an “e” to archivist Anne Simpson’s name.

MOTION CARRIED

7.0 Scheduled Guests

None

8.0 Expenditures Reports

Commissioner Scribner shared the expenditures report. There have been no expenditures in the last month other than the wages for archivist, Anne Simpson.

9.0 Officers Reports

Chair Wall shared that she will be hosting the Washtenaw County Historical Consortium at the Sutherland-Wilson farm on November 19, 2019 at 1:00 p.m.

Chair Wall shared an overview of the duties listed on the Pittsfield Charter Township Historic District Commission website to ensure they are meeting the requirements and expectations as a Historic District Commission.

10.0 Member Reports

10.1 Archives

Chair Wall reported that Archivist, Anne Simpson, is continuing to sort through the Pittsfield Charter Township Supervisors’ records. She will set up a display in the barn at the Sutherland-Wilson farm for the Harvest Festival.

10.2 Sutherland-Wilson Farm – Parlor/Kitchen Renovation

Vice Chair Paas gave a detailed report on the progress of the kitchen and parlor renovations. They are half way through the two year renovation project for the Sutherland-Wilson farmhouse. The house will be in a “work in progress” status for the Harvest Festival on September 22, 2019.

Thus far, the back porch has been constructed and needs more work on the carpentry. The informal parlor now has drywall and the carpet has been removed. There is extensive work being done, but much of it will be completed after the Harvest Festival. There will be signs on display during the house tours to indicate the renovation project is in progress.

11.0 Old Business

11.1 Celebrating 100 Years of Women’s Suffrage

Chair Wall reported that the League of Women voters are continuing their work on planning the celebration of 100 years of women’s suffrage. There will be a meeting on September 17, 2019 at 7:00 p.m. at the Westgate Library Branch. A company, Invisible Engines, has created a website for the Women’s suffrage group. The website will be presented at the meeting and they will demonstrate how to access the website.

Chair Wall and Archivist, Anne Simpson, have discussed having a display at the Township Administration Building. They have reserved the space for two separate displays next year, 2020. They will set up a Civil War display near the date of the Harvest Festival and have a display for the Celebration of 100 Years of Women’s Suffrage.

12.0 New Business

12.1 Discussion on Updating the Property Survey

Chair Wall led a discussion on whether the Historic District Commission should pursue updating the historic property inventory survey. The last historic property inventory was completed in 2008 by Ina Hanel-Gerdenich. Chair Wall will contact Ms. Hanel-Gerdenich to inquire about updating the property survey.

12.2 Annual Report Items

Chair Wall requested ideas from the Commission for items to include in the Historic District Commission Annual Report for the Board of Trustees meeting on December 11, 2019. Some items for the report include the Commission's involvement with the Harvest Festival; the Sutherland-Wilson farmhouse renovation, including before and after pictures; and a report from Archivist, Anne Simpson. Chair Wall would like to have ideas submitted by the next meeting on November 6, 2019.

13.0 Next Meeting

6 November 2019, 5:30 p.m.

14.0 Adjournment

Motion by Vice Chair Paas to adjourn the meeting at 6:30 p.m.

MOTION CARRIED