

MEETING MINUTES
CITY OF FARMINGTON HILLS
HISTORIC DISTRICT COMMISSION
CITY HALL – COMMUNITY ROOM
JULY 8, 2020

CALLED MEETING TO ORDER: CHAIRMAN KEN KLEMMER 7:30 PM

MEMBERS PRESENT: Ken Klemmer, Jim Paulson, Lisa Martin, JohnTraflet, Bryan Brincat, and William White

MEMBERS ABSENT: Steven Olson

OTHERS PRESENT: Angeline Lawrence, HDC Liaison

APPROVAL OF AGENDA:

The agenda was amended with the following changes to 5. Points of Interest/Updates:

- b. Cemetery status discussion
- c. Spicer House discussion

Motion to approve amended agenda for July 8, 2020

MOTION BY: MARTIN
SUPPORT BY: PAULSON

MOTION CARRIED: 5-0-0

NEW BUSINESS:

NONE

OLD BUSINESS:

A. **Sarah Fisher Update**

Staff Liaison Lawrence provided the written update dated July 7, 2020 from EHM Senior Solutions regarding timeline for administration building roof repair, potential property sale and property maintenance. Items highlighted included the completion of brick wall repair at corner of 12 mile and Inkster road, completion of outstanding maintenance repairs.

The roof work contracted to JD Candler was delayed due to the mandated shutdown for COVID-19. The building permit was issued by the City of Farmington Hills on 3/6/20 and began on 7/1/20. The work will be completed as soon as possible.

Optimum, the potential purchaser, is eager to continue to pursue purchase agreement and is continuing their due diligence, which was delayed because of the COVID-19 pandemic.

The HDC requested a commissioner review the site once repair work is completed. Also, it was noted that the original approval of the Notice to Proceed in 2016 included the retention of administration building and 2 cottages to keep chapel in historic context.

POINTS OF INTEREST/UPDATES:

Cemetery Project

Commissioner Trafelet presented a draft budget for the materials and labor needed for preservation and restoration of head stones in the cemetery. The costs are estimates at this point. Most of the labor is based on the use of volunteers. The cost for resetting head stones was included at \$125/hour for a preservation specialist. An extensive conversation was held regarding scope of work and a condition survey to set priorities for repair, restorations or cleaning. A condition survey is close to completion for the cemetery off Halsted.

Commissioners Trafelet and Olson will develop a priority list, which will be reviewed at next meeting. A draft scope of services will be written for review before working with city department to place it out for a bid. Some material and other contributions expected from DPW.

Spicer House

Commissioner Klemmer stated that a large build up of mold and moss exists on the roof. The storm windows are missing and there is a broken window and door. There are issues with the downspouts, missing shutters and exterior paint in need of upgrade.

Staff Liaison Lawrence will reach out to Farmington Hills Special Services when provided with itemized list by Commissioner Klemmer.

Budget

Staff Liaison Lawrence presented the 20-21 Fiscal Year HDC budget of \$10,261. The priority for this year is to focus on the implementation of the cemetery preservation plan.

CORRESPONDENCE:

DPW Installation of Fencing at Cemetery

Kevin McCarthy from the Department of Public Works contacted Staff Liaison Lawrence regarding the installation of new fencing at Utley Cemetery. He is requesting to come before the HDC for a Certificate of Appropriateness in August.

Staff Liaison Lawrence presented letters seeking donations from non-profit organizations, both historical and non-historical. Commissioners reviewed information but did not take any action.

PUBLIC COMMENT:

No public present.

COMMISSIONER’S COMMENTS:

Commissioner Klemmer stated that the Farmington Holiday Historical Home Tour is still being considered with a decision whether to proceed by 9/1/20.

APPROVAL OF 1/8/2020 MINUTES

Valerie Knol’s name to be corrected from “Knoll” throughout document.
Correction of spelling of “appropriateness” under Old Business –A
Correction of Chandler to Candler throughout document.
Public comment – correction of Brian to Bryan Brincat

Motion to approve 3/11/2020 minutes with above corrections.

MOTION BY: Brincat
SUPPORT BY: Trafelet

MOTION CARRIED: 6-0-0

ADJOURNMENT:

Meeting adjourned at 8:17 PM by Chairman Klemmer