

**Historical Development Commission
of the City of Sault Ste. Marie
MEETING MINUTES
February 14, 2017**

1. CALL TO ORDER

The meeting of the Historical Development Commission was called to order by Chairperson, Mary June at 5:40 pm in the City Hall – 3rd Floor, Mayor's Conference Room.

2. ATTENDANCE

Present: Tom Tocco, Virginia Cymbalist, Mary June, Deidre Stevens, Larry Cooper, Marilyn Burton

Absent: James Moody

Also Present: Angie Patterson, Staff

Virginia Cymbalist motioned to excuse the absent members. Deidre Stevens seconded the motion. Motion carried.

3. APPROVAL OF MINUTES

The minutes of the December 13, 2016 Regular Meeting were reviewed.

***Action:** Virginia Cymbalist motioned to approve the minutes of the December 13, 2016 regular meeting as presented. Deidre Stevens seconded the motion. Motion carried.*

4. CHANGES OR ADDITIONS TO THE AGENDA

Larry Cooper requested that "Advertising" be added as an item under New Business

5. PUBLIC COMMENTS: None

6. OLD BUSINESS:

Marilyn Burton presented an article from the Detroit Free Press about the project to erect the sign in the Potter's Field at the Riverside Cemetery that the Osborn Trust Fund had helped pay for. Carolyn Grabowski of the Chippewa County Historical Society had requested funds for this project. It was completed, and the Detroit Free Press article detailed much of her work in researching the graves. Angie said that she would find the article online and forward it to the Historic Development Commissioners for their information

7. NEW BUSINESS

a. **Request for Funding: Johnston House Window Repairs**

The Historic Structures Committee requested funds to repair leaking windows in the dormers on the Johnston House and to trim the tree that is adjacent to the Johnston House. Included with the request was a cost estimate from UP Engineers to 1) re-roof the Johnston House 2a) Demolish the existing dormers, and 2b) remove and reframe the windows in the dormers and seal and caulk the gaps, and 3) Trim existing tree. The request was for \$3000 to cover 2b and 3 (trim the tree and repair the windows in the dormers).

ACTION: Tom Tocco motioned to recommend \$3,000 in Osborn Trust Funds to complete the tree trimming and window repair (2b & 3). Virginia Cymbalist seconded the motion. **MOTION FAILED**

The group then discussed the Johnston House dormers and how they are not original to the structure. Mary June explained the reasoning behind the Historic Structures Committee having requested to repair the windows rather than remove the dormers; which was because of the cost. The group reiterated their desire for the structures to be maintained and repaired in a historically accurate manner. They also discussed the possibility that the repaired windows will continue to leak until the dormers are removed which is the preference of the group.

ACTION: Virginia Cymbalist motioned to recommend that up to \$2,500 in Osborn Trust Funds be authorized to pay for one-half of the cost of removal of the dormers(item 2a), and trimming of the tree (item 3). The recommendation for the expenditure of funds is contingent upon the project being for the removal of the dormers as detailed in the cost estimate. Marilyn Burton seconded the motion. **MOTION CARRIED**

b. **Request for Funding: Kemp Museum Kiosk**

Virginia Cymbalist presented a request from the Chippewa County Historical Society for \$735.00 in Osborn Trust Funds to pay for the cost of setting up a touchscreen kiosk in the Kemp Museum.

ACTION: Marilyn Burton motioned to recommend the allocation of up to \$735 in Osborn Trust Funds for the Kemp Museum Touchscreen Kiosk project. Larry Cooper seconded the motion. **MOTION CARRIED**

c. **Advertising**

The group discussed the possibility of advertising the availability of Osborn Trust Funds for historical projects. There had been advertisements in the past and then years where there were none. The group decided that there were ways to get the information out to the public other than newspaper advertisements. Placing information on the City's website and Facebook page were recommended, along with perhaps a story in the Evening News regarding how the Osborn Trust was created and what it is used for. It was generally acknowledged that the advertisements may have been a better idea when the

annual allocation was much higher; however, the group is interested in receiving requests for historical projects from a variety of sources. Angie will be working on putting information together for such a document (article).

8. **OTHER MATTERS** : None

9. **INFORMATION & REPORTS**: None

10. **NEXT REGULAR MEETING DATE**:

ACTION: Tom Tocco motioned to change the next regularly scheduled meeting from 4/11/17 until 4/18/17. Dee Stevens seconded the motion. **MOTION CARRIED.**

The next regularly scheduled meeting date is April 18, 2017.

11. **ADJOURNMENT** The meeting was adjourned at 6:55 pm

Virginia Cymbalist, Secretary