



## Cass County Historical Commission

Officers: Ron McAdam, Chairperson, Vice Chairperson - Allen Butchbaker - Jane Bergman, Secretary/Treasurer - Members-at-Large: Dianna McGrew - Annie File - Jean Schultz - Nate Robinson - Amy East - Matthew Bussler

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Ronald McAdam is inviting you to a scheduled Zoom meeting.

Topic: Ronald McAdam's Personal Meeting Room

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### **BOARD MEETING AGENDA**

Kincheloe Room  
Cass County Building  
120 N. Broadway  
Cassopolis, MI 49031

**DECEMBER 9, 2021 – 5:00 p.m.**

- I. Call to Order - *Chairperson Ron McAdam***
- II. Introduction of New Member**
- III. Roll Call**
- IV. Approval of the Agenda**
- V. Approval of Minutes**
  - a. November 18, 2021 meeting
- VI. Financial Report**
- VII. Bills**
- VIII. Committee Reports**
  1. Newton House
  2. Red Brick school
  3. Outreach and Publications
- IX. Old Business**
  1. Lease Updates
  2. Newton House painting project
  3. Dehumidifiers for Newton House
- VIII. New Business Walking tour of Cassopolis**
  1. New driving tour of Cassopolis
  2. Approval of 2022 Meeting Dates
- IX. Public Comment**
- X. Adjournment**

# CASS COUNTY HISTORICAL COMMISSION

## MEETING MINUTES

**Date: November 18, 2021**

**Time: 5:01p.m.**

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Board Members present: Ron McAdam X, Allen Butchbaker X, Matt Bussler X, Amy East X, Jane Bergman X, Annie File X, Dianna McGrew X, Nate Robinson X, Jean Schultz X,

Also present: Zane Lankford.

The meeting was called to order by Chair Ron McAdam at 5:01p.m.

Approval of the Agenda: A motion was made by Amy East to approve the agenda, seconded by Nate Robinson and motion carried.

Introduction of New Board Member: Ron McAdam introduced Matt Bussler to the members present and asked Matt to describe his background and experience. Matt heads the office of Tribal History and Preservation for the Pokagon Band.

Approval of Minutes: A motion was made by Dianna McGrew to approve the minutes of October 14, 2021, seconded by Amy East and motion carried.

Financial Report: Dianna McGrew inquired if more was known about the recent billing for lawn service at the Newton House. Ron McAdam indicated that Nate Robinson had investigated and would report on that later in the meeting. Dianna McGrew made a motion to approve the financial report, seconded by Amy East and motion carried.

Bills: A motion was made by Nate Robinson to approve payment of the December bills, seconded by Jean Schultz and motion carried.

### Committee Reports:

1. Newton House Update: Nate Robinson reported that he had investigated what had happened with the billing from Wright Way Lawn Services and had found that several of the invoices that had been submitted had not been paid and the balance carried over on subsequent invoices. Nate determined that the total balance was eventually paid and that the billing for their services was correct.

Amy East described the process and the results of the recent ground penetrating radar study recently conducted at the Newton House. Evidence of a rectangular structure and another small anomaly were found. Stacey Camp of MSU will work with Amy to develop ideas for possible subsequent research to be

conducted at the site. Amy asked for Rhonda Riley's contact information so that she could put Stacey Camp in touch with her to discuss efforts at the Newton House. Ron thanked Amy for all of her work in making this happen.

#### Old Business:

1. Lease Updates: The Red Brick School – Ron McAdam reported that the interim superintendent of the Cassopolis Schools indicated that they were waiting on the county to make a formal offer. A formal offer must be made before the process can move forward. Ron conveyed this to Administrator Carmen and the three county commissioners that deal with county properties. Ron also sent them a list of other requirements.

The Newton House – Ron McAdam referenced the draft copies of two letters addressed to Rhonda Riley dated October 11 regarding the lease of the Newton House and of the adjacent property and suggested that, in light of information provided by Matt Bussler about the importance of representing the tribe appropriately, it would be premature to make any reference to an interpretive park. Nate Robinson pointed out that because the lease would be a legal document we should remove mention of the interpretive park in order to allow the lease to move forward.

2. Newton House Painting Project: Ron McAdam reiterated that Administrator Carmen considers all county buildings owned or leased to be in line for routine maintenance. This would mean that the county will need to issue an RFP for the painting of the exterior of the Newton House and that process would likely be conducted in the spring of 2022, making it highly unlikely that potential contractors could schedule it in 2022. Ron encouraged board members to contact the three county commissioners in charge of county properties to stress the need to paint the exterior soon because of the deteriorating condition of the building.
3. Dehumidifiers for the Newton House: Ron McAdam reported that he had purchased the dehumidifiers and that he and Nate Robinson would install them.

#### New Business:

1. Walking Tour of Cassopolis: Ron McAdam and Amy East plan to meet with Emily McGraw to get the process of developing a new walking tour started. Barbara Gordan has a staff member who is skilled at producing publications and can assist with that aspect of the project.
2. Driving Tour of Cass County: Ron McAdam described an idea that the Outreach and Publications subcommittee is considering as they look to update the driving

tour pamphlet. They will look at dividing the county into quadrants and structuring the tour based on those four areas so that drivers could easily move from location to location without having to backtrack.

Public Comment:

Zane Lankford inquired about the Christmas Open House at the Newton House. Members reported that an estimated 45/50 people attended, two memberships were acquired, four bags of books were sold, and there were a few donations.

Zane also asked about what work might be done at the Newton House over the winter months. Ron McAdam plans to contact the kitchen designer at Hannapel to assess what should replace the kitchen cabinets. Nate Robinson and Ron McAdam plan to tear up the flooring in the downstairs bathroom, disable the plumbing, move the bathtub, strip the wallpaper and have a group discussion of how the space should be reconfigured. Jean Schultz recommended getting Greg Nichols involved to evaluate the flooring.

The meeting adjourned at 6:14 p.m.

Secretary,

Jane Bergman

## **2020 Cass County Historical Commission**

Meeting Dates (*2<sup>nd</sup> Thursday of month*)

@ 5:00 p.m.

January 13

February 10

March 10

April 14

May 12

June 9

July 14

August 11

September 8

October 13

November 10

December 8