

MINUTES

MASON COUNTY HISTORIC PRESERVATION COMMISSION

Thursday, June 14, 2012

Mason County Building I, Conference Room

Members Present: Stan Graham, Marty Harrell, Stephanie Neil, Rick Calvin, David Corliss, Brian Avery and Teva Yount

Staff: Michael MacSems, Mason County

Guests: Kathy Nelson, Ben Ramsfield

I. Call to Order

Meeting was called to order by Mr. Graham, Chair, at 2:02 p.m.

Ms. Yount was selected as minutes-taker for the day.

Reviewed proposed meeting minutes from the 5/10/2012 meeting. Ms. Harrell made a motion to approve minutes. Minutes were unanimously accepted with corrections.

II. New Business

Kathy Nelson, the bookkeeper for the Mason County Dept of Community Development, reviewed the MCHPC financial budget in order for the Commission to better understand the monthly report. Ms. Nelson also requested an estimate by the end of July of how much the MCHPC estimates will be spent by December 2012, and how much we estimate will be spent in 2013. Mr. Graham estimated that \$10,000 will be spent by December 2012, and \$20,000 will be spent in 2013. A more detailed discussion concerning the estimated budget will take place at the July 12th meeting.

Ben Ramsfield, from the Mason County ER&R Department, discussed the process for creating an online Historic Register application form. Mr. Ramsfield will be creating a fillable online form for the Historic Preservation website. This form will allow Mason County citizens to request placement on the Mason County Historic Register. Once completed online, the form will be emailed to Mr. MacSems for processing.

Members discussed the possibility of local preservation projects with schools and cemeteries.

III. Old Business

Historic Preservation Month was a success. Lessons learned: Make sure venue is more appropriate for a presentation other than an "open house". All flyers created for advertising should be reviewed by a second member before publishing. The Committee should start planning for Historic Preservation Month in January of that year.

The DAHP Grant interview on 7 June was attended by Mr. Calvin and Mr. MacSems. Mr. Calvin took 10 minutes to explain to the DAHP panel that the Port of Call survey will be a visual survey that must be done via waterway, thus not repeating DAHP's Maritime survey previously completed. Chances are good that the grant request will be approved.

MCHPC received a grant application for the summer grant program. The grant was unofficially reviewed; Mr. Graham will call the applicant on clarification of deliverables before the official review process will be conducted.

MCHPC decided to move forward with the HWY 3 survey project. A draft contract will be written up by the HWY 3 team by September. *(Note: this was an informal decision, not a commitment to do anything).*

MCHPC Staff, Mr. MacSems expressed some concern about the advisability of conducting two survey projects at once. Mr. Graham proposed, and it was generally agreed that since there are two concurrent projects within the MCHPC, that the MCHPC shall be split into two Project Teams in order to focus the process. Ms. Neil will lead the HWY 3 Survey Project with Ms. Harrell and Mr. Corliss. Mr. Calvin will lead the Port of Call Survey Project with Mr. Avery and Ms. Yount. Selection of team members was based on which side of the meeting table they happened be sitting.

Mr. Graham suggested that the MCHPC set up a community "town hall" meeting to announce the surveys, introduce the survey members and solicit historical anecdotes from the communities about the areas in question.

IV. Other Commission Discussion

The financial statement was reviewed earlier in the meeting.

Correspondence consisted of a request from the National Preservation Trust to join their organization. The MCHPC decided not to.

Next Meeting Date

July 12, 2012, Location: Mason County Building I, Conference Room.

V. Adjournment

Ms. Harrell made a motion to adjourn at 3:50 p.m. Mr. Calvin seconded the motion. Motion carried unanimously.

Respectfully submitted,
Teva Yount, Commission Member