

Minutes

Mason County Historic Preservation Commission

December 8, 2016

Mason County Department of Health Meeting Room

**415 N. 6th Street
Shelton, WA 98584**

Members Present: Marty Harrell, Rick Calvin, Ed Huber, Stephanie Neil

Absent: Steve Rose, David Willard, Dale Elmlund (guest speaker)

County Staff: Michael MacSems and Marissa Watson

I. Call to order

Roll Call- Mr. Calvin called the meeting to order at 2:00 p.m.

Review and Approve Minutes from September 8th – Ms Neil questioned if they had a quorum, the answer was yes, four members present. Ms. Neil made a motion to approve September 8th minutes as is, Ms Harrell seconded the motion. All in favor, motion carried.

Review and Approve Minutes from October 13th – Ms Neil pointed out spelling of her last name was incorrect in the October 13th minutes, “Neal” should be “Neil”. Ms Neil made a motion to approve the minutes as amended. Ms Harrell seconded the motion. All in favor, motion carried.

Review and Approve Minutes from November 10th – Mr. Calvin noted under Old Business, page 2, last paragraph and sentence that “lighting” should be removed. Ms Harrell made a motion to approve the minutes as amended. Mr. Huber seconded the motion. All in favor, motion carried.

Correspondence-

- November 2016 Historical Society Newsletter
- E-mail from Dan Lutter regarding a meeting he had with a 98 year woman named Hazel, who's father owned the 40 acres around Jarrell's Cove. He recommended that that someone interview her for a Harstine Island history project.

II. New Business

Announcements- Mr. MacSems announces Ms Adkins resignation as Planning Manager and Mr. Windom's role as the Director and temporary Planning Manager. Also, guest speaker, Dale Elmlund Union City Masonic Temple Corp, may not be present due to weather conditions. Mention was made that Mr. Elmlund is welcome to reschedule his presentation.

Mr. MacSems announced that he had received an e-mail from the Mason County Historical Society stating that they had completed the digitized film project, subject of their Summer 2016 Heritage Grant. Mr. MacSems has been trying to contact Kristin Fabry to get the correct type of invoice needed to process their payment.

Discuss revenue sharing with Mason County Historical Society- County Commissioner Terri Jeffreys has asked the HPC to consider providing regular funding to the Mason County Historical Society's to offset their operational cost. It was discussed that dedicated Historic Preservation fund is not nearly as large as it once was. Such funding would have to be outside of the Heritage Grant system as those grants are competitive and do not support operational cost. Discussion continued about dollars coming in and that the MCHS has received support from HPC through the Heritage Grant process, but that regular support from the Historic Preservation dedicated funds isn't a viable solution. Mr. Calvin said that he would like to maintain the proposed 2017 budget. Also, Mr. Calvin said that he would write a letter to the BOCC regarding ongoing funding of the Historical Society and e-mail it to Mr. MacSems. All in agreement that they would like to help the MCHS, but that it may not be feasible, outside of the Heritage Grant program. under current financial conditions.

Discussion of Winter 2016-17 Heritage Grant- The grant deadline is currently Dec. 30th. Ms. Neil said she could see the benefit of pushing the deadline to mid-January. Mr. Calvin and Mr. MacSems consulted the calendar and mentioned January 20, 2017. Ms. Neil made a motion to extend the Winter Heritage Grant deadline to Jan 20th. Mr. Huber seconded the motion. All in favor, motion carried.

Other (if any) – Copies of Mr. MacSems' draft of CLG Annual Survey were given to each member present. Ms Neil commented about noting that some Historic Preservation funds were used to refurbish Memorial Hall. Mr. Calvin mentioned that funds were expended for booths at Matlock Old Timers Fair and Allyn Days. He also asked if anyone had anything to add on the public education portion. Mr. Calvin commented that in the past he had asked DAHP if Mason County was in danger of losing our CLG status if certain minimums activities weren't met (such as design reviews). The answer was "no". It was also, mentioned is the CLG training program in March is a place where these kinds of questions can be asked. Mr. Calvin urged HPC members to respond to the recent DAHP survey if any members want to attend the Historic Preservation Commissioner training in March. Mr. Calvin explains the scope of the survey questions and asked HPC members to independently complete the survey and discuss at next meeting.

Old Business

Continued Memorial Hall Discussion- Mr. Calvin updated Ms Neil in on details from the November 10th meeting where Mr. Vrabel had provided a list of improvements done to Memorial Hall. There were questions as to whether enough of the repairs fell under HPC appropriate funding. Mr. Huber suggested

asking for a breakdown of costs before work is done in the future. Mr. Calvin asks for further input for Memorial Hall's itemized list and then the HPC can determine what work was an appropriate use of historic preservation dollars. The HPC is waiting for Mr. Vrabel to provide the cost breakout of the various repairs to the building. The HPC's intent is to confirm that at least \$10,000 of work is consistent with historic preservation guidelines.

Kamilche Cemetery Update- Ms Neil discussed a BOCC memorandum of agreement from 2000. HPC discussed the 2000 maintenance agreement between the WSDOT, Squaxin Tribe, and Mason County on the county owned property. Ms. Neil reads a letter from Squaxin Cultural Resource Official Rhonda Foster, describing Kamilche Cemetery maintenance history, as well as a current plan for maintenance. There is a possible encroachment issue, which DAHP would have authority to enforce on. It was mentioned that the HPC could provide a written support for Ms Foster's letter to DAHP.

Ms Neil wants to further discuss how the MCHPC can play a constructive role. Mr. Calvin questions if the encroachment affects the property. HPC suggest further communication with Ms Foster. Mr. Calvin recommends that he write a letter to Ms Foster about the Kamilche Cemetery.

Mr. Huber questions the effects of listing on the register and whether the MOU, signed by the BOCC, supersedes what would be in a theoretical certificate of appropriateness.

Continuing Review Mason County Historic Preservation Ordinance and Review Mason County Historic Preservation Commission Bylaws- Mr. Calvin pointed out highlighted changes in the Ordinance and mentioned the HPC did not have to finalize the changes today. He considers this round one and changes consistent with Comprehensive Plan recommendations.

Mr. Huber noted that Page 2, Section H is in error. He also commented that DAHP may soon allow 45 year old buildings to be inventoried.

HPC discussed that there should be a certificate of appropriateness before defacing or changing a building.

Mr. Calvin mentioned county owned historic buildings within the City of Shelton. There was a question about nominating a building to the City of Shelton Historic Register, could they do this? Answer was that they could either nominate to the City or go directly to the State Registry.

Mr. Calvin asked if there was anything beneficial to change to the Historic Preservation Ordinance, please voice. He had nothing to add for the Commission Bylaws, but mentioned the addition of an Ad Hoc Committee.

Comprehensive Plan Update- No big change from last meeting. Ms Watson announced the next meeting is scheduled for December 19th and the Planning

Advisory Commission would be addressing Chapter IV and V, and also having a workshop to consider a proposal on the expansion of the Shelton UGA.

Website Update (if any) – Mr. MacSems mentioned that the “Meet the Commission” page was in need of an update and he would bring his camera next meeting to take pictures of the members.

Other (if any) – Nominating of new HPC officers will occur during the January 2017 meeting.

III. Other Commission Discussion

Financial Statement- Allyn Days receipt was submitted. Mention was made that the quarterly DCD staff time was noted. It was mention that the fiscal year end in December.

IV. Next Meeting Date January 12, 2017

V. Adjournment

At 3:45 p.m. Ms Neil made a motion to adjourn. Motion seconded by Ms Harrell. All in favor, meeting adjourned.