

**Minutes**  
**Mason County Historic Preservation Commission**  
**December 14, 2017**  
**Mason County Department of Health Meeting Room**  
**415 N. 6<sup>th</sup> Street**  
**Shelton, WA 98584**

**Members Present:** Ed Huber, Stephanie Neil, Steve Rose, and Rick Calvin

**Members Excused:** None

**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 November 9, 2017* – Mr. Huber made a motion to approve the November 9, 2017 minutes as presented. Ms. Neil seconded the motion, all in favor, motion carried.

*Correspondence-*

- November Mason County Historical Society Newsletter
- Greg Griffith (DAHP) letter

**II. New Business**

*Announcements* – Mr. MacSems mentioned that he had looked through the Historical Society’s most recent newsletter but did not see the HPC’s article concerning open seats on the MCHPC, it should be in the next issue. He also noted that he did receive some interest regarding membership from a member of the public, but has not heard back from the individual.

*Election of Officers for 2018* – Ms. Neil asked Mr. Calvin if he would continue as Chair of the HPC, no objection from Mr. Calvin.

Ms. Neil made a motion nominating Mr. Calvin as Chair for 2018. Mr. Rose seconded the motion, all in favor, motion carried.

Mr. Huber made a motion to extend Mr. Rose as Vice-Chair for 2018. Ms. Neil seconded the motion, all in favor, motion carried.

*Other (if Any)* – None

**Old Business**

*May is Historic Preservation Month – Activity Discussion (including Building I Display)* – Mr. MacSems told the HPC that they have acquired the Building 1 Display Case for this coming May 2018 and then they would have it every other

year thereafter. Mr. Calvin mentioned that they should have their ideas for the display case decided by March 2018.

Mr. Calvin began talking about the May Preservation Month Event. He noted that after last month's HPC meeting, he tried to attend the City of Shelton Historic Preservation Commission's meeting, but found out that it had been cancelled. He said that he was on their agenda for tonight. If the Shelton HPC is unable to help financially, maybe they could contribute staff time. Either way the HPC will move forward. Currently, the HPC could work on advertising and spread the word in the community for gathering resources to make the Preservation Event happen. Mr. Calvin believed that the HPC's financial situation would cover the budget for the event, if additional financial support could not be acquired. The HPC members and staff looked over the financial statement for November. Mr. MacSems noted that there was \$750 available in Miscellaneous. HPC discussed where the money could be utilized within the budget. Mr. Calvin said they should target setting aside \$1,000 for the event.

*Status of County Historic Preservation Ordinance Update (if any)* – No further update from Mr. Calvin.

*Comprehensive Plan Update (if any)* – Ms. Watson mentioned that the Comprehensive Plan Update 2036 had passed the Board of County Commissioners. Mr. MacSems recognized the HPC's efforts in making sure their edits to the Comp Plan were included in this update.

*Discuss the Inventory of County Owned Historic Properties* – No further update from Ms. Neil.

*Future Calendar Items (if any)* – Mr. MacSems mentioned adding the meeting dates for 2018 and the May is Preservation Month Event. Mr. Calvin mentioned adding the Winter Heritage Grant Deadline in January 2018. There was discussion on updating the Heritage Grant application to reflect the new deadlines that were discussed in the November 9, 2017 meeting.

*Other (if any)* – Mr. Rose talked about the inventory of County owned historic buildings and what the HPC can do as an intermediary step, in terms of stabilization, until preservation work is possible, and wonder what role the HPC could play. Mr. Huber noted that specialists that know how to stabilize correctly would be needed in the process. Mr. Calvin mentioned that this conversation tied back to the County owned Inventory of Historic Properties and that there could be opportunities to make the identifications and work with Parks and Trails and/or Facilities Department.

Mr. MacSems noted that the Bylaws may need to be consulted regarding how involved the HPC can be in a specific project and that there would need to be someone in those departments willing to help facilitate this type of discussion as well.

Ms. Neil mentioned that her idea for looking at the inventory provided to the HPC was to form an outline for people that would make it easier to know how to preserve a historic building. Mr. Huber mentioned that it might also be beneficial to select buildings for basic assessments. Ms. Neil talked about an experience from her time in the Forest Service regarding the assessment of a building. Mr. Huber noted that sometimes restoration is too expensive, and stabilization is not worth the amount of time, in some cases.

Mr. Calvin summed up this discussion by saying that next steps would be an advisory report to the Commissioners, finding point of contacts with Parks and/or Facilities, and maybe down the road helping find funding for County owned building restoration.

Mr. Calvin mentioned the Sargent Oyster House Heritage Grant extension deadline was March of 2018. Mr. Rose said he believed the Tyvek was all the way around the building now. They talked about the siding, flooring, and their hope that the project completion was in the near future, especially with all the research, data, and community support it had gathered.

### **III. Other Commission Discussion**

*Financial Statement-* No large deposits were noticed as the HPC members looked over the statement for November 2017. Mr. Calvin mentioned addressing the reimbursement from the Memorial Hall Heritage Grant next meeting.

### **IV. Next Meeting Date January 11, 2018**

### **V. Adjournment**

At 2:45 p.m. Mr. Rose made a motion to adjourn. Motion seconded by Mr. Huber. All in favor, meeting adjourned.