

MINUTES
MASON COUNTY HISTORIC PRESERVATION COMMISSION

April 11, 2013
Historic Grant School House, 153 Community Club Road, Shelton

Members Present: David Corliss, Rick Calvin, Stan Graham, and Marty Harrell. Stephanie Neil and Brian Avery were excused. Steve Rose, absent.

Staff: Michael MacSems

Guests: Connie Hawes of Historic Grant School House

I. CALL TO ORDER

Meeting was called to order at 2:00 p.m. at the Historic Grant School House.

Approval of Minutes

Minutes from the March 14 meeting were reviewed. Mr. Calvin commented that “owner” should be added to fourth sentence under the Heritage Grant update, which should read, “signed by the sign *owner* requiring”. Mr. Graham asked to remove the incomplete statement made by Mr. MacSems under correspondence of the Capitol Land Trust. A motion was made by Ms. Harrell to accept the minutes as amended, seconded by Mr. Calvin and carried unanimously.

Correspondence

- March 2013 Mason County Historical Society Newsletter
- Spring 2013 Columbia
- SEPA Comment Letter from DAHP to Tacoma Power regarding the North Bay Transmission Tower Replacement Project
- Invitation to a series of Community Conversation about the Washington State Historic Preservation Plan 2014-19 from the Planning Association of Washington
- Invitation from Mason County BOCC to attend a Open Public Meetings Act & Public Records Training on May 16th, 10:30 AM to 3:00 PM
- Invitation from Mason County Parks for the Grand Opening of Oakland Bay Historical Park on Sunday April 21st (Earth Day)
- Grant Completion Report from the Pickering Community Club

II. NEW BUSINESS

Consider Grant School Heritage Grant Finalization

HPC monthly meeting was held at Historic Grant School to itemize the restoration work done on the floors. Connie Hawes, Pickering Community Club President, gave a brief explanation of the work done. Ms. Hawes explained that the floors were buffed, cleaned and oiled. She explained that the floors were preserved back to their original finish, which had not been done since possibly 1950. They were in dire need of attention she stated. Mr. Graham made a motion to approve payment for the Historic Grant School Heritage Grant finalization, not to exceed payment of \$3593.00. Mr. Corliss seconded, and the motion passed unanimously.

DAHP CLG Meeting Report

Mr. MacSems gave a report on the CLG Roundtable. He explained there were about 20 in attendance. He learned that a major focus for HPC is design review. Mr. MacSems explained that DAHP was asking each CLC to interview an Elected Official with 2 years left on their term.

Both Mr. Graham and Mr. MacSems did not find it necessary to conduct the interview. The Board discussed the design review process and which standards to use, County or Federal? Mr. Graham added that design review should be added to the agenda for further review.

Cultural Resource Summit in Suquamish

Mr. Graham asked who wanted to attend the Cultural Resource Summit in Suquamish on May 22 – 23, 2013. Mr. MacSems and Mr. Corliss were interested in attending the first day only. Mr. Calvin expressed that he was interested in attending both days if possible, along with the meet and greet. It was discussed in detail if the early bird deadline could be met and if the conference would be paid in advance. Mr. Calvin said he would consider paying for the hotel for one day and the mileage and getting reimbursed. Mr. MacSems said he would work on getting the conference paid for in advance if possible. Mr. Calvin made a motion to allot \$1,000.00 for the summit, which would include attendance for three people for one day and attendance for 1 person for two days, including 1 night lodging, per diem for mileage and food. Ms. Harrell seconded, and the motion passed unanimously.

Revitalize Washington Conference in Vancouver

It was discussed that the main focus of this conference was downtown and in city mainstreet jurisdictions. The Board felt it was not necessary to attend.

III. OLD BUSINESS

Brochure & Banner

Mr. Corliss passed out the finished, printed brochures and the new banner was presented. Mr. Graham requested that brochures be left at the Shelton Library, Harstine Island Community Hall, Grant School, Museum, and the Caboose. It was discussed to leave up to 25-50 at each location. Mr. Calvin asked for 50 brochures for both Matlock Old Timer's Historical Fair. The banner and the brochures will be stored with Mr. MacSems at the county office.

Historic Preservation Month 2013

Harstine Island Community Club asked for a speaker or presentation on Sunday, May 5 at 2 pm. Mr. Calvin recommended that Mr. Graham use the PowerPoint presentation of what is already on the register. Mr. Graham said that he will check with his schedule and determine later.

Matlock Old Timer's Historical Fair was discussed. Mr. Calvin will attend on both days and agreed to bring a table, chairs, brochures, resource guide, historic register application, house and site plaques. He explained that the booth will be located in the shed and asked for volunteers for both days.

Saturday, May 4:

9 a.m. – 12 p.m. – Mr. Calvin will set up and return at 5 p.m. to tear down

12 p.m. – 2:30 p.m. Mr. Corliss

2:30 p.m. – 5:00 p.m. Mr. Graham

Sunday, May 5:

10 a.m. – 12 p.m. – Mr. Calvin will set up and will return at 4 p.m. to tear down

12 p.m. – 2:00 p.m. Mr. Corliss

2:00 p.m. – 4:00 p.m. OPEN - Mr. Graham said he will ask that Ms. Neil or Mr. Rose volunteer to staff the booth on Sunday.

Mr. Graham announced that he paid \$45 out-of-pocket for registration fees for Matlock Old Timer's Historical Fair.

Ms. Harrell made a motion to reimburse Mr. Graham \$45 for registration fees. Mr. Calvin seconded, and the motion passed unanimously.

Newspaper Insert

Mr. Calvin announced that he was working on the draft for the newspaper insert for Historic Preservation Month. He wanted to know if he should add Allyn Church. Mr. Graham agreed to call Bernice and find out if they were participating this year and let Mr. Calvin know. Mr. Calvin will email a copy of the insert to the Board. The cost to insert into the newspaper is \$475.00 in the April 25, 2013 addition of the Journal. Mr. MacSems noted that there was no news release sent out this year asking others to participate.

Update on Allyn Days Booth

No discussion on Allyn days with absence of Mr. Rose.

Mr. MacSems announced that a W-9 is required when an application is submitted or monies are required to be paid out by the County.

Maritime Resource Survey Project Update

Mr. Calvin spoke about the meeting and boat ride he had with Aqua Terra. He explained that they have about 20 properties/inventory to work with and had viewed structures not seen before. He said that Ms. Sarah Amell was confident that there was plenty to work with and she had a lot of research and documented survey work. Ms. Amell also submitted an invoice for the amount of \$1,850.60 from Aqua Terra for the work done along with a submitted monthly report.

Mr. MacSems explained that Aqua Terra couldn't go over the original agreed upon bid amount in the contract. The contract was discussed in detail. Mr. Graham commented that they need to stress communication with Ms. Amell and that the budget is important and asked to have it reemphasized again. Mr. MacSems asked if they would be submitting an invoice each month to be approved. He also stated that he couldn't guarantee payment within 30 days, explaining that the invoice amount needs to be approved in the meeting minutes prior to being paid. Mr. Calvin said that he would email Ms. Amell and tell her the amount was approved and in the minutes. Mr. Calvin made the motion to authorize partial payment of \$1,850.60 for the maritime survey. Ms. Harrell seconded, and the motion passed unanimously.

Inter-Local Agreement to share funds with the City of Shelton Historic Preservation Commission Update

Mr. Graham stated that there was nothing new to report. Mr. Mike Olsen was currently working on the Memorandums of Understanding (MoU).

Squaxin MLRC Heritage Grant Update

Letter sent to Charline Krise last month was returned to sender, it has now been resent to the street address instead of the P.O. Box. It was discussed if they are outside the guidelines. Mr. Graham insisted that they validate the project, receive a report and have it approved. Staff will make another inquiry.

Mason County Historical Society Heritage Grant Update

Mr. MacSems stated it was in progress. He has received a signed addendum from the owner and it will now go before the Board of County Commissioners for approval on May, 7, 2013.

Historic Registry Plaques

Mr. Graham stated that Mr. Avery has a local artist working on a prototype. No new news to report.

IV. OTHER BUSINESS

Banner

Mr. Graham suggested to the Board that another banner be ordered, but in a smaller version for indoor use. He suggested a 5' x 2' or whatever size it would reduce to graphically. It was discussed by the Board that it was a possibility that they could get two banners, due to the size. Mr. Corliss volunteered to discuss with Mr. Boatman of Digital Printing. Mr. Calvin made a motion to spend up to \$200 for two additional table size banners. Ms. Harrell seconded, and the motion passed unanimously.

V. Other Commission Discussion

- Financial Statement

Next Meeting Date: May 9, 2013

Meeting adjourned at 4:00 p.m.