

Minutes
Mason County Historic Preservation Commission

December 11, 2014
Mason County Commissioners Chambers
411 N 5th Street
Shelton, WA 98584

Members Present: Rick Calvin, Stephanie Neil Marty Harrell, Steve Rose, Leslie “Butch” Carter, Jamie Bariekman and David Corliss

County Staff: Michael MacSems, and Melissa Drewry

Call to Order:

Roll Call- The meeting was called to order at 2:00 pm and roll call was conducted.

Review and approve minutes from November 13th meeting- No corrections were made and a motion was made by Mr. Calvin to approve. The motion was seconded by Mr. Rose and carried unanimously.

Correspondence- November Mason County Historical Society newsletter.

New Business:

Announcements- The MCHPC welcomed our new recorder Melissa Drewry, they are relieved to no longer have to take minutes themselves. Mr. MacSems passed on a verbal expression of appreciation for the work of the HPC from County Commissioner Terri Jeffreys.

HPC brochure status- The board discussed what needs to be ordered and would like to find out the current cost to make an order for both brochures and bookmarks. Mr. Corliss announced that he would check with the printer and have an estimate for the January meeting.

Other: Mr. Bariekman would like to discuss bringing the website up to date with information and photos. Further review will be done at the January meeting.

Old Business:

Open public meetings training status- As of December 11th, four members have reported the required on-line Open Public Meetings Act (OPMA) trainings. These members are Steve Rose, Butch Carter, Stephanie Neil, and Marty Harrell. Rick Calvin asked that the remaining members view the trainings by the January meeting.

Historic Twanoh State Park update- Mr. MacSems reports that he asked Washington State Parks for permission to list Twanoh State Park on the County's Historic Register. Alex McMurry replied with concerns about the "certificate of appropriateness" process for building modifications. Mr. MacSems has not heard back from back from Mr. McMurry since then. A discussion was had regarding compliance for funding on either a federal or state level with Ms. Neil, and it was decided that Mr. MacSems would follow up with Washington State Parks once again.

Update up on Summer 2014 Heritage Grant Applications- Mr. MacSems reports that reminder notices were sent to the four applicants in mid-November. The reminder notice had a due date for all extensions of December 6th. He said that as of today's date he has not received any grant completion reports or extension request.

A discussion followed regarding the Allyn Historic Church and their grant. The roof has been completed, but no invoice has been turned in. There was discussion about whether or not a grant applicant can be awarded a grant for the same project more than once? Mr. Calvin read the bylaws and also pointed out that \$5,000 can only be granted once for a specific project, meaning you cannot ask for another \$5,000 to use for the same project. Mr. Bariekman asked when a grant extension request would need to be made by. Mr. MacSems says such a request needs to be turned in no later than 4-months from the date of approval of the grant award. Mr. Calvin alerts the Commission that the information under the guidelines says:

Grant recipients can request a one time six-month extension. Extension requests must be in writing and be submitted to the Mason County Historic Preservation Commission for approval no later than 5:00 p.m. four months from date of award.

There was discussion about what "date of award" means. Mr. MacSems said that originally he had understood that it was the date of the last signature on the contract, but now realizes that is its the date that the BOCC approves the grant. Bariekman suggested that the grant guidelines be amended to clarify that. But it was agreed that the language is clear as it is.

Further discussion of MCHPC 10th Anniversary in May 2015- Mr. Calvin announces the location has been set and he would like to have letters sent out in February so people have enough time to plan.

Matlock Historical Survey Update- Ms. Neil states that she has some notes from the contractor selection deliberations that she will be e-mailing to Mr. MacSems.

Mr. MacSems announced that the contract with SWCA is set to be approved by the BOCC on December 16th and that work can begin after that

Other- None

Other Commission Discussion:

Financial Statement- The November 2014 financial statement is not yet available. Mr. Calvin asked Mr. MacSems for the staff hours breakdown for the third quarter that the

HPC had asked for last month. Mr. MacSems produced a invoice for total of hours for himself and for Ariane Paysse for the period in question. The invoices were provided by Kathy Chausse, DCD book keeper. The HPC reviewed and accepted the invoices. After discussion from the Commission it was agreed that the reason it was high was due to four long meetings, and the transcription of the notes. It was also noted by Mr. MacSems that the Ms Paysse's total hours extend back into the second quarter.

Next Meeting Date January 8th, 2015

Adjournment:

Motion was made by Mr. Rose to adjourn the meeting at 2:46 p.m. Motion seconded by Mr. Carter, motion carried unanimously.