

Minutes
Mason County Historic Preservation Commission
June 13, 2019
Mason County Department of Health Meeting Room
415 N. 6th Street
Shelton, WA 98584

Members Present: Stephanie Neil, Rick Calvin, Ed Huber, Chrissy Williams, and Lorilyn Rogers

Members Absent: Steve Rose

Guests: Russ Sackett, Grace Miller

County Staff: Michael MacSems and Mariah Frazier

I. Call to order

Roll Call- Mr. Calvin called the meeting to order at 2:03 p.m.

Review and Approve Minutes from May 9, 2019 – Mr. Calvin clarified that the information was correct in paragraph 4 of page 3. With confirmation from Ms. Neil that the information was correct, she made a motion to approve the May 9, 2019 minutes as written. Mr. Huber seconded the motion. All in favor, motion carried.

Correspondence-

- June 2019 Mason County Historical Society Newsletter
- Email from Bonnie Knight with an update on the Sargent Oyster House
- Section 106 Notice from Terracon regarding construction of a cell tower
- Thank You from WA Trust for Historic Preservation for membership renewal
- Invitation from US Army Corps of Engineers to participate in s Section 106 review concerning the replacement of the Olympia Oyster Company oyster plant.

II. New Business

Announcements – Mr. MacSems reported he had gone to DAHP the previous day for the 2020 CLG grant interview.

Cultural Resource Summit Report Back – Ms. Williams and Mr. Huber, who attended for work, said they enjoyed their time. They specifically talked about a session from Clark County about demolition permits and recording for historical buildings.

Shelton Oyster Plant/Army Corps Section 106 Request – Grace Miller, the Planner from Mason County reviewing the permit was present to learn more about the project. Ms. Neil explained that the Army Corps process stating that because the proposed demolition project by Olympia Oyster Company on Totten Inlet has been deemed by a Cultural Resource Consultants and DAHP to have an adverse impact on a historic structure, the MCHPC had been invited to participate in the mitigation process if they so desired. She reminded the commission that if they did decide to be involved, she would not be able to be a part of any vote or action taken as it would be a conflict of interest (Ms. Neil works for the Army Corps).

Upon discussion, it was decided that the commission was interested in being involved but wasn't sure of the level of involvement they could commit to or what they could contribute. Mr. MacSems said he could reach out to Lance Lundquist, Archaeologist for the Army Corps to let him know that MCHPC is interested and would like to stay informed and involved but have nothing specific at this time.

Mr. Huber made a motion to convey interest on involvement to the Army Corps, but that they may or may not participate in calls and correspondence. Motion was seconded by Ms. Williams. All in favor, motion carried.

2019 Heritage Grant Completion Report from Great Bend Center for Music – Mr. MacSems presented the completion report from Great Bend Center for Music and explained that the contract signed by the BOCC stated a hard copy of the score was to be part of the proof of completion and one wasn't provided in the packet. Also, the signed contract by the composer showing proof of payment was incomplete after talking with Kathy Chaussee who said a copy of the check was needed to verify payment.

After discussion, based on other materials provided and knowledge of the project, it was clear that it was complete, but the grant couldn't be reimbursed until the specifics of the contract requirements were met.

Ms. Neil made a motion to approve payment upon completion of contract requirements given to Mr. MacSems. Motion was seconded by Mr. Huber. All in favor, motion carried.

2020 Budget Plan – Mr. MacSems suggested including the ongoing indirect fee discussion into the budget planning discussion as it was relevant and may impact the budget discussion. He stated he had reached out to other CLG's to ask if any other jurisdiction was having the same issue and received no response. He also had not received an update from Jennifer Beirele regarding if they could be moved to a different fund where the indirect fee would not hit them.

Conversation then moved to discussing the 2020 budget. It was estimated that \$16,000 in revenue is projected for 2020. With approximately \$4,500 to indirect

costs, \$3,000 in revenue share to the City of Shelton, and roughly \$5,000 for DCD staff costs, a remainder of approximately \$3,500 would be left to spend.

Discussion ensued regarding how much to allocate for each fund. It was quickly decided to set aside the money for the indirect fund as it could be a while before anything is resolved in that regard, as well as DCD costs and the money for the City. There was some discussion around if those funds could be lessened, but ultimately it was decided to leave it for the 2020 budget. Other funds were negotiated down in order to not overspend the projected \$16,000 revenue. The agreed upon 2020 budget is as follows:

2020 BUDGET	
FUND	\$ AMOUNT
State Auditor	\$75
Heritage Grant	\$500
Historic Surveys	-
Indirect Cost	\$4,570
Advertising	\$100
Postage	\$50
Travel	\$100
Printing	\$100
Registration	\$100
Miscellaneous	\$500
DCD – Staff	\$7,000
City of Shelton Agreement	\$3,000
Total:	\$16,095

Ms. Neil made a motion to recommend establishing the 2020 budget as discussed. Motion was seconded by Mr. Huber. All in favor, motion carried.

Other (if Any) – None.

Old Business

2020 Member Recruitment Update – Mr. MacSems had briefed the BOCC on the three open seats, suggesting publishing notice of vacancy for all three until filled. The BOCC rejected the proposal and asked Mr. MacSems to advertise the one seat currently vacant as one application has already been received. A news release will be read in June 18th BOCC meeting and the deadline for applications will be June 28th. Once closed the BOCC will interview and appoint someone for the balance of the current term plus the next term. Mr. MacSems will repeat this process in late summer for the other two currently filled seats which expire in November.

Ongoing Indirect Fee Discussion (if any) – See budget discussion above.

Process for Delisting the Libby-Willard Barn from the Historic Registry (pending) – Mr. Calvin offered to fill out the paperwork required for delisting the Libby-Willard Barn and would have it ready for the July meeting to publish notice for a public meeting.

Update on conversation with Aqua Terra about redactions to the 2013 Historic Maritime Transportation Survey (if any) – Mr. Huber stated he had yet to hear back from Sarah Amell and with approval would begin working on the redaction to the pdf version of the Maritime Historic Resource Survey.

Other (if any) – None.

III. Other Commission Discussion

Financial Statement- No further discussion.

IV. Next Meeting Date July 11, 2019

V. Adjournment

At 3:48 p.m. Mr. Huber made a motion to adjourn. Motion seconded by Ms. Rogers. All in favor, meeting adjourned.