

**Draft Minutes**

**Mason County Historic Preservation Commission**

**May 12, 2022**

**Mason County Department of Health Meeting Room**

**415 N. 6<sup>th</sup> Street  
Shelton, WA 98584**

**Members Present:** Ed Huber, Jann Goodpaster, and Dave Dally

**Absent:** Wayne Nicholson

**County Staff:** Malissa Paulsen and Mariah Frazier

**I. Call to order**

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

*Review and Approve Minutes from April 14, 2022 –* Ms. Goodpaster made a motion to approve the April 14, 2022, minutes as presented. Mr. Dally seconded the motion. All in favor, motion carried.

*Correspondence-*

- MCHS Newsletter
- Request from Support Services to update contact information

**II. New Business**

*Announcements –* Ms. Goodpaster talked about the next events and exhibits coming to the Historical Museum. She also gave an update on Toni Smith who is interested in joining the commission and mentioned another, Andrea Morris, an architect with background in preservation who recently moved back to Mason County.

*Fall 2022 Heritage Grant Consideration–* After reviewing the financial statement at the previous meeting, there was an excess of funds that could be spent on a Fall Heritage Grant Cycle, especially if they don't spend money on a formal preservation plan. The commission had previously changed from two grant cycles to one grant cycle when they had a minimized budget due to the Indirect Fee being charged. Changing to one cycle had required updating some documentation so Ms. Paulsen said she would check with Michael regarding the process of allowing a second grant cycle.

*Absences by Bylaws –* With currently only four sitting commissioners, attendance is important. As Mr. Nicholson had been absent from several past meetings, the question of what constitutes as an excused absence had been brought up, as well as the number of absences before termination. After reviewing the bylaws, termination can be asked of a commissioner after three consecutive absences, or a total of six in a year. Ms. Paulsen stated she would review the exact number of times Mr. Nicholson had been absent and send him an email with the bylaws to make him aware of the requirements to remain on the commission.

*Diesen Building* – Mr. Huber had done some research and provided the Historic Property Report from DAHP documenting a 2011 Maritime Resources Survey. He also stated that he had looked into any authority they may have to document the structure prior to demolition but found no avenue outside of adding to the register which is not supported by the family. Ms. Paulsen stated she had talked to Rebecca at DAHP who suggested getting pictures and Ms. Goodpaster said she would contact her friend about scheduling a time to visit and take photos.

*Historic Preservation Plaque Program* – Ms. Goodpaster stated she had scheduled the meeting for June 2<sup>nd</sup> at 2pm and would have an update at the next regular meeting.

*Previous Historic Properties List (HPC Binders)* – Ms. Paulsen had brought a couple binders of old HPC records. They were specifically looking for old work plans and lists of historic areas of interest but didn't find exactly what they were hoping for. Mr. Huber was particularly interested in finding a map made by previous commission member Russ Sacket that showed where all the sites on the register were and thought Michael may have a copy.

*Other (if Any)* – None.

### **Old Business**

*Jones Family Cemetery*– Mark Neary, the County Administrator, had asked the HPC for a letter regarding their stance on the Jones Family Cemetery in order for the neighbors on the adjacent property could put in an easement. The HPC had asked for Mark to provide a formal request for them to reply to. Ms. Paulsen stated she had spoken to Mark, and he had tabled the matter until provided more information by the applicants.

*Continued discussion of adding educational links to the MCHPC website* – Ms. Goodpaster provided a compiled list of education links to add to the website. With no additions, Ms. Goodpaster made a motion to have the list of links added to the website. Motion was seconded by Mr. Dally. All in favor, motion carried.

*Historic Preservation Plan and FY 23 DAHP Grant Update* – There was a general consensus to stop pursuing a formal Historic Preservation Plan for the time being and instead move forward with cultivating and verifying a list of properties of historical interest for the register.

*Historic Preservation Website Update* – The list of Board Members on the website needs to be updated. Mr. Huber mentioned everyone sending in a photo to include rather than trying to get everyone together to take a group photo each time the board changes.

*Other (if any)* – None.

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

*Financial Statement-* HPC reviewed the statement for April 2022. Ms. Goodpaster asked about the quarterly City of Shelton payment and what exactly it was for. Ms. Paulsen said she would talk with the accountant, Kathy, and let them know. Ms. Goodpaster made a motion to accept, seconded by Mr. Dally. All in favor, motion carried.

**IV. Next Meeting Date June 9, 2022**

**V. Adjournment**

At 3:05 p.m. Mr. Huber called the meeting adjourned.

**To Do:**

Ms. Goodpaster

- Contact caretaker of Diesen House about site visit and photos

Ms. Paulsen

- Email Board Application to Ms. Goodpaster
- Check with Michael
  - Heritage Grant dates
  - Map made by Russ Sackett of registered sites
- Email Mr. Nicholson regarding absences (cc Mr. Huber)
- Have IT post educational links to HPC webpage