

Draft Minutes

**Mason County Historic Preservation Commission
September 14, 2023
Mason County Department of Health Meeting Room
415 N. 6th Street
Shelton, WA 98584**

Members Present: Ed Huber, Caleb Cowles, Dave Dally, Jan Goodpaster, Andi Exo

Excused: Bill Jensen.

County Staff: Luke Viscusi and Mariah Frazier

I. Call to order

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

Review and Approve Minutes from August 10, 2023 –Ms. Goodpaster made a motion to approve the June 8, 2023, minutes as presented. Mr. Cowles seconded the motion. All in favor, motion carried.

Correspondence-

- MCHS Newsletter for September

II. New Business

Announcements/Check In – Mr. Viscusi gave an update Mr. Jensen’s excused absence and stated he’s planning on attending the October meeting. Mr. Viscusi also mentioned he had looked into the Shelton Historic Preservation Committee and found their webpage on the city’s website, and that the contact person is Jason Dose.

Ms. Goodpaster said she and Mr. Viscusi attended the art unveiling in Hoodspport for the hospital clinic. She also stated that the unveiling for the Cedar Building will be on October 9th.

Mr. Cowles had received an unrelated message about a log cabin in Tahuya, which he thought would be a good candidate for the plaque program. When he reaches back out regarding the message he received, he will also judge the interest level and possibly give an application.

Updates from Staff – After the last meeting Ms. Exo was going to look into some options with local universities to help with a survey of historic properties in Mason County. She stated after thinking about it, it was premature for this stage and the first step would be to identify and map the historic properties. Mr. Huber showed everyone the DAHP website and WISAARD map which already has many properties mapped and categorized. Using the DAHP resources, they can create a list of properties already identified and see what’s missing or areas that need more information done prior to completing a survey.

Members with Expiring Terms – Mr. Viscusi reminded Mr. Huber that his current term expires in November and that he needs reapply if he wishes to stay on the committee.

Matlock Garage – A member of the Matlock Grange had reached out to Mr. Viscusi asking if he knew of any programs or funding to help them. They have fallen behind on official paperwork and documentation over the years making it difficult for them to qualify for any grants. Until they get their ducks in a row, there's nothing the MCHPC can do, but it was recommended to send them to DAHP.

Heritage Grant Review Procedures – With the application period fast approaching Mr. Viscusi reviewed the procedures as requested earlier in the year. No much needed changed but he asked if applicants still needed to supply five (5) physical copies of an application or if they could change it. Upon discussion, at least one physical will still need to be required, but an additional copy can be provided electronically.

Other (if Any) – None.

Old Business

Plaque Program Update – Mr. Viscusi said he gathered all documentation for the Craddick House and contacted them about receiving their plaque but had received no response. He would try again before sending via mail. He had also reached back out to the Old Hill House applicant for an update and the applicant withdrew their application.

2023 Heritage Grants Update – Mr. Viscusi said he had received the final report from Pickering Homemakers Club and was still waiting for the final report from Mason General Hospital. HPC members decided to postpone review of the Pickering Homemakers Club to October in order to review both at the same time.

Other (if any) – None.

III. Other Commission Discussion

Financial Statement- HPC reviewed the statement for September 2023. Ms. Goodpaster made a motion to accept, seconded by Ms. Exo. All in favor, motion carried.

IV. Next Meeting Date: October 12, 2023

V. Adjournment

At 3:28 p.m. Mr. Huber called the meeting adjourned.

To Do:

- Mr. Viscusi
 - Contact the Craddick House Plaque Program applicant to coordinate awarding the plaque.
 - Coordinate with Mr. Cowles about adding a note into the Assessor records for the Craddick House.
 - Explore DAHP databases further.
 - Recommend the Matlock Grange contact DAHP about possibilities for their building.
 - Send Mr. Huber instructions for renewing term as HPC member.
 - Inquire with DAHP staff as to whether access to classified documents on WISAARD can be granted to County Staff.
- Mr. Cowles
 - Reach out to the cabin property owner in Tahuya and judge interest in Plaque Program.