

Draft Minutes

Mason County Historic Preservation Commission

October 10, 2024

Mason County Department of Health Meeting Room

415 N. 6th Street

Shelton, WA 98584

Members Present: Ed Huber, Caleb Cowles, and Jann Goodpaster

Members Absent:

County Staff: Luke Viscusi

I. Call to Order

Roll Call- Mr. Huber called the meeting to order at 2:07 p.m.

Review and Approve Minutes from September 12, 2024 – Mr. Viscusi noted that the amounts approved for the Heritage Grants were both incorrect. Mason County Historical Society’s expenses total \$3,680.30, not \$3,820. Matlock Historical Society’s expenses total \$392.54, not \$397.54. Mr. Viscusi also noted that the August financial statement was approved at the meeting, not the September financial statement. Ms. Goodpaster made a motion to approve the September 12, 2024, minutes as amended with the corrections. Mr. Cowles seconded the motion. All in favor, motion carried.

Correspondence-

- September MCHS Newsletter
- Email regarding Hammersley Inlet property and Mosquito Fleet

II. New Business

Announcements/Check In – Mr. Cowles stated that he spoke to someone about joining the HPC and would talk to them again after the meeting. Ms. Goodpaster stated that she re-applied to the HPC using the online form.

Heritage Grant Approval Due Diligence – Mr. Viscusi explained that at the September meeting the incorrect amounts were approved for the Heritage Grant reimbursements and that Mason County Historical Society submitted an invoice, not a receipt, for one of their purchases. Members acknowledged that the mistakes were made, and they would be mindful of that in the future.

McReavy House Museum of Hood Canal - 2024 Heritage Grant Final Report Review – Members reviewed the completion report from McReavy House Museum of Hood Canal for their 2024 Heritage Grant. It was pointed out that, seemingly, one of the receipts was counted twice. The final expenditure amount did not add up to all the receipts provided. Members asked staff to reach out to the grant contact for clarity and correct the final report for the November meeting.

Caboose 1201 Historic Plaque Program Application – Members reviewed the Plaque Program Application and additional photos submitted by Simpson Railroad for Caboose 1201. Mr. Huber explained that while additional descriptions with the photos would be preferable, the amount of documentation was certainly sufficient to award a plaque. Members agreed. Ms. Goodpaster made a motion to award Caboose 1201 with a Place of Historic Significance plaque, seconded by Mr. Cowles. All in favor, motion carried. Ms. Goodpaster suggested letting the Journal know once the plaque is awarded.

Service Certificate for Dave Dally – Mr. Viscusi contacted the Clerk of the Board and was told that the Commissioners do recognize commission members for their years of service. He was told the HPC can bring this up in a briefing and see if the Commissioners would be interested in awarding a certificate to Dave Dally. Mr. Huber volunteered to draft a letter for the Board of County Commissioners. Mr. Viscusi will send Mr. Huber Dave Dally's dates of service and review the letter. The letter will then be sent to the rest of the members for review. After all members are satisfied with the contents of the letter, Mr. Viscusi will bring it to the Commissioners.

Shelton Mason Journal Inquiry for NE Captain James Ln – Mr. Viscusi stated that June Williams from the Shelton-Mason County Journal contacted him regarding the historic plaque awarded to the NE Captain James Ln cabin. June's email states, "a reader told us about a new historic listing for a cabin in Tahuya" and they are wondering about any information the HPC can share. Mr. Viscusi was told he could reach back out with info at any time. Members discussed how to proceed, including whether information should be shared on the Caboose 1201 plaque as well. Members decided it was best to first reach out to the property owner and ask what they would be comfortable with. Mr. Huber suggested that a possibility may be to put the property owner directly in touch with the representative from the Journal. Mr. Viscusi volunteered to contact the property owner.

NAPC Webinar on Historic Cemeteries Recap – Mr. Huber and Mr. Viscusi attended the National Alliance of Preservation Commission's webinar: "Protecting Historic Cemeteries through Recordation, Regulation, and Community Outreach." Mr. Huber gave a recap of the various topics discussed during the webinar. The members discussed issues involving cemeteries and burial grounds that they have seen in their personal/professional lives, as well on the HPC. Mr. Huber suggested the possibility of including a link to Washington's cemetery laws on the HPC web page.

Heritage Grant Review Procedures – Mr. Viscusi walked the members through the Heritage Grant review procedures. Members suggested revisions to the language in the Grant Guidelines. The procedures for the grant review process and final report submittal were clarified. Mr. Cowles made a motion to accept the revisions to the Grant Guidelines, seconded by Ms. Goodpaster. All in favor, motion carried. Mr. Viscusi stated that he would update the web page prior to the next meeting and have a news release to the Commissioners in mid-November to open the 2025 Heritage grant cycle.

Other (if Any) – None.

Old Business

City of Shelton Historic Preservation Board – No update.

HPC Open Positions – As stated earlier, Mr. Cowles spoke to someone about joining the HPC and Ms. Goodpaster re-applied to the HPC using the online form. Mr. Viscusi stated that he was notified that someone applied to join the HPC in the last week and would be following up with that person before bringing their application to the Commissioners.

Camp Robbinswold Update – Mr. Viscusi stated that he received no further information, questions, or updates from the Girl Scouts of Western Washington in the last month. He reminded the HPC that they need to apply for the local historic register by October 31st, so the HPC will likely be reviewing that application at the November meeting. Mr. Viscusi saw that he had been emailed by the Girl Scouts of Western Washington during the meeting and may have forgotten to send them the meeting link.

Other (if any) – None.

III. Other Commission Discussion

Financial Statement- HPC reviewed the statement for September 2024. Ms. Goodpaster made a motion to accept, seconded by Mr. Cowles. All in favor, motion carried.

IV. Next Meeting Date: November 14, 2024

V. Adjournment

At 3:29 p.m. Mr. Huber called the meeting adjourned.

To Do:

- All Commissioners
 - Review HPC Ordinance (MCC 17.40).
 - Review Historic Registry Application.
 - Review letter of recognition for Dave Dally
- Mr. Cowles
 - Research historic files on Hammersley Inlet property.
- Mr. Huber
 - Draft letter of recognition for Dave Dally.
- Mr. Viscusi
 - Complete Mason County Historical Society 2024 Heritage Grant reimbursement.

- Send Mr. Cowles the parcel # for the Hammersley Inlet property.
- Check that Ms. Goodpaster's HPC application was received.
- Coordinate with McReavy House Museum of Hood Canal on their final report expenses.
- Award Place of Historic Significance plaque to Caboose 1201.
- Send Dave Dally's dates of service to Mr. Huber.
- Contact NE Captain James Ln property owner regarding an article for the Journal.
- Possibly add cemetery RCW's to the HPC web pages.
- Send out recording of NAPC's webinar to HPC.
- Continue coordinating with Camp Robbinswold project team.
- Reach out to HPC applicant to discuss responsibilities.
- Brief and request that the BOCC interview the HPC applicant.
- Brief and request that the BOCC re-appoint Ms. Goodpaster.
- Brief and request that the BOCC approve a news release for the 2025 Heritage Grant cycle.
- Edit HPC web pages for the 2025 Heritage Grant Cycle.