



REVISED

MEETING AGENDA

CLALLAM COUNTY
HERITAGE ADVISORY BOARD
223 East 4th Street, Room 160
Port Angeles, Washington
May 4, 2026 – 4:30 p.m.

Heritage Advisory Board meetings will be available virtually at:

If you would like to participate in the meeting via Zoom audio only, call 253-215-8782 and use meeting ID: 836 9266 4344 and passcode: 12345 and use *9 to raise your hand.

If you would like to participate in the meeting via Zoom video conference, visit <https://us06web.zoom.us/j/83692664344> and use meeting ID: 836 9266 4344 and passcode: 12345

This meeting can be viewed on a live stream at this link: <https://clallamcountywa.gov/meetings>

Public comment and questions can be directed to the Clerk of the Board at 360-417-2256 or loni.gores@clallamcountywa.gov

CALL TO ORDER/ROLL CALL

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

PUBLIC COMMENT – Please limit comments to three minutes

APPROVAL OF MINUTES: April 6, 2026

BUSINESS ITEMS

- Discussion of courthouse tour and history presentation on June 1
- Discussion of time capsule project
- Discussion about outreach
- Discussion about board trips this summary
- Discussion about 2nd call for application for HAB Funding

ITEMS FOR THE GOOD OF THE ORDER

PUBLIC COMMENT – Please limit comments to three minutes

NEXT MEETING DATE

ADJOURNMENT

Heritage Advisory Board

Draft Minutes

April 7, 2025



CLALLAM COUNTY HERITAGE ADVISORY BOARD MINUTES OF APRIL 6, 2026

MEETING OF THE HERITAGE ADVISORY BOARD (HAB)

Paula Hunt called the meeting to order at 4:30 p.m., Monday, April 6, 2026. Also present were Bryon Monohon, Mike Doherty, Frank Maybury, Nancy Messmer, and Derrick Eberle. Lindsey Sehmel was excused. Loni Gores, Clerk of the Board, was present.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

ACTION TAKEN: Eberle moved to approve as presented, Maybury seconded, motion carried

PUBLIC COMMENT

- Judith Stipe, Sequim, commented on the North Olympic History Center funding request that the Board of Commissioners approved, Save the Four Spot, Sequim Museum

APPROVAL OF MINUTES

- March 2, 2026

ACTION TAKEN: Maybury moved to approve as presented, Eberle seconded, motion carried

BUSINESS ITEMS

- Discussion of funding/grant allocation and resumption of rubric
Hunt reported that she made a presentation to the Board of Commissioners (BOCC) on upcoming HAB projects. She noted that the BOCC was supportive of the HAB Members using the rubric for funding requests. HAB Members held discussion. Monohon will review and edit the rubric. HAB Members will review the edits at the May 4, 2026 meeting.
- Discussion of courthouse tour and history presentation on June 1
Hunt reported that in discussing with the Clerk and Facilities it would be best to do the tour on the normal meeting date of June 1, 2026. There could be a second tour held around November or December. Those attending the tour will need to sign a risk form to go on the tour. She noted that doing a video and audio recording has lots complicated requirements and will need to be done at a later date. HAB Members held discussion. Hunt will connect with the Clerk on details and scheduling.
- Discussion of time capsule project
Hunt reported that the BOCC was supportive of a time capsule project. She needs to go back to the BOCC for funding. She noted that if the school districts are involved the project will need to be in the fall since school is almost out for the 2025-2026 school year. HAB Members held discussion.

GOOD OF THE ORDER

- Discussion about Pacific Trail preservation – Nancy Messmer

PUBLIC COMMENT

- Judith Stipe, Sequim, commented on the BOCC passing grants

NEXT MEETING DATES: May 4, 2026 at 4:30 p.m.

ADJOURNMENT: The meeting adjourned at 5:55 p.m.

Heritage Advisory Board

Courthouse Tours

DRAFT TOUR SCHEDULE

BUSINESS MEETING/WELCOME/PRESENTATION/TOURS

- Business Meeting (roll call, minutes) – 4:30 p.m.
- Welcome/Presentation – 4:45 p.m.
- First Tour Group Starts – 5:15 p.m.
- Welcome/Presentation – 5:30 p.m.
- Second Tour Group Starts – 6 p.m.



DRAFT ONLY

CLALLAM COUNTY
Human Resources | Risk Management
223 E. 4th St., Suite 16
Port Angeles, WA 98362-3015
Phone: (360) 417-2402
Fax: (360) 417-2550

Bonnie Dennler, Human Resources Director | Risk Manager

WAIVER OF LIABILITY AND ASSUMPTION OF RISK

(To be completed and signed prior to participation in a tour or activity)

Release and Assumption of Risk DRAFT ONLY

In consideration of being permitted to observe or participate in tours, operations, or functions of Clallam County facilities, the undersigned Participant acknowledges and accepts the inherent risks associated with such activities. I hereby voluntarily assume all risks of injury, illness, death, or property damage that may arise from my participation. I release and hold harmless Clallam County, its elected officials, officers, employees, agents, representatives, and assigns from any and all liability, claims, or causes of action arising out of my participation, whether caused by negligence or otherwise.

Description of Activities and Risks

Tours and activities may include, but are not limited to: DRAFT ONLY

- Walking on uneven surfaces or stairs
- Viewing facility areas (including the clock tower that may involve climbing ladders, navigating tight openings and other confined or restricted-spaces)
- Job shadowing County employees
- Other similar guided activities

Potential hazards may include, but are not limited to: slips, trips, falls, or other unforeseen incidents. I expressly acknowledge these risks and accept personal responsibility for any resulting outcomes.

Governing Law DRAFT ONLY

This waiver shall be governed by the laws of the State of Washington, with venue in Clallam County. If any provision is found unenforceable, the remaining terms shall remain in full force and effect.

Acknowledgment

I understand and acknowledge that: DRAFT ONLY

- Participation is voluntary.
- By signing this document, I am waiving certain legal rights against Clallam County.
- I have read and fully understand the terms of this waiver.

Participant Information

Printed Name: DRAFT ONLY _____

Signature: _____

Date: _____

Street Address / P.O. Box: _____

City, State, Zip Code: _____

Telephone Number: _____

Parent/Guardian Consent (Required if Participant is under 18)

I, the undersigned parent/guardian, have read and fully understand this waiver. I consent to my minor child's participation in the activities described above, and I agree to the terms on their behalf.

Minor's Printed Name: DRAFT ONLY _____

Parent/Guardian Printed Name: _____

Parent/Guardian Signature: _____

Date: _____

Emergency Contact Information

Name: DRAFT ONLY _____

Relation to Participant: _____

Telephone Number: _____

Heritage Advisory Board

Time Capsule



BLIEMEISTER'S WOODWORKS

172 VALLEY CENTER PLACE

SEQUIM, WA. 98382

Phone (360) 683-9181

FAX (360) 683-9251

E-mail info@bliemeisters.com

April 16, 2026

Clallam County Courthouse

Re: Time Capsule

Job is quoted as the following:

Material is select clear Eastern Cherry.

Time capsule is 31.5 inches tall, 29.5 inches wide and 18 inches deep. There is a 4 inch solid toe and corner moulding applied. There is a 22 inch by 15 inch hardwood name plate with a 3 step edge detail included. Font on slab front by others. Finish is natural in satin conversion varnish.

Job Quote:

\$1450.00

Prices include field measuring, fabrication, delivery and installation.

Not Included: Removal of existing cabinets and countertops, plumbing services including disconnect and reconnect of sinks and faucets. Electrical services. Sales tax not included.

Quote is good for 30 days.

Thank you for the opportunity to quote your project, please call with any questions.

Sincerely,

Jason A. Doig, President

Bliemeisters Wood Works

SESQUICENTENNIAL
TIME CAPSULE



CLALLAM COUNTY

"SECOND NATIONAL CITY"

JUNE
1862

1882

2012

JUNE
2062

BY: [illegible] AND [illegible] 1991
QUESTIONS: [illegible]





HERITAGE TIME CAPSULE PRESERVATION KIT



Heritage Preservation Kit ▾

QUANTITY

1

TOTAL

\$159.00

ADD TO CART

The Library of Congress and the Smithsonian Museum contain some of the most treasured artifacts in world history. They make every accommodation possible to ensure the artifacts are preserved to "Museum Quality", including temperature control, humidity control, air purification, light inhibition, and physical protections.

Although the artifacts in your Heritage Time Capsule will not include the Constitution, the first American flag, or a fine piece of art, there are some things that can be used which will dramatically improve the level of preservation for the items in your Heritage Time Capsule.

PRESERVATION KIT CONTENTS:

- (30) Permanent Bond, Letter size paper, Buffered
- (1) Archival Marking pencil
- (4) 4.5"x 6.5" Polyester L-seal envelopes
- (4) 8"x10" Polyester L-seal envelope
- (5) 5 3/8"x7 3/8" Micro Chamber Envelope
- (5) 8.5"x10.5" Micro Chamber Envelope
- (3) 9"x12" Foam Pouches
- (4) 6"x8" Reseal able Static Pouch
- (2) 14"x24" 6mil Reclosable Bag
- (1) 14"x14" 6mil Reclosable Bag
- (2) Desiccant Pack



Customer photo - carrying the 6x24 time capsule



[Email a friend](#)

5x22 Time Capsule Mrs Stainless Bundled Package Best

★★★★★ 1 Review(s) [Write a Review!](#) *

On sale: ~~\$136.99~~ **\$112.97**

Time Capsule: All you need First Quality 5.5" x 22" Mrs Future Bundled First Quality with preservation kit, sealant, more

[Questions about this item? Ask here.](#)

Part Number: FL-08658

Availability: Ships promptly!

CHOOSE OPTIONS

Desiccant Add-Ons ?

None

Humidity Indicator ?

None

Quantity 1 +

[Add to Cart](#)

STAINLESS STEEL TIME CAPSULE - MEDIUM

PRICE \$1,189.00



Custom Logo [+\$139.00] ▼

Custom Logo Choose File: No file chosen

Laser Etching Choose File: No file chosen

QUANTITY

1

TOTAL

\$1,328.00

ADD TO CART

The mid-sized Heritage Time Capsule Stainless Steel Series Rectangle is a beautiful Capsule that can be displayed or buried in the ground. This is a standalone unit (no vault required).

PRODUCT DETAILS:

- Material: Stainless Steel
- Seal: Foam gasket, seamless
- Size: 20 x 16 x 10 inches

FEATURES:

- Easy to seal
- Watertight
- Clean appearance, refined lines

ADVANTAGES:

- Stable material withstands large temperature fluctuations (-40F to 250F)
- Brushed steel finish, clean appearance
- Excellent strength and impact characteristics
- Can be buried with no additional enclosure

Logo Clearance Dimensions: 12" x 18"

STAINLESS STEEL TIME CAPSULES

Size	Small	Medium	Large	X-Large
Item #:	SR1001	SR2001	SR3001	SR4001
Volume:	8.5 ft ³	1.8 ft ³	5.1 ft ³	17 ft ³
Exterior Dimensions:	19.7 x 11.8 x 7.9"	19.7 x 15.7 x 9.8"	31.5 x 23.6 x 11.6"	47.2 x 39.4 x 15.7"
Interior Dimensions:	15.3 x 11.6 x 7.7"	19.5 x 15.5 x 9.6"	31.3 x 23.4 x 11.6"	47 x 39.2 x 15.5"
Weight	12 lbs	22 lbs	44 lbs	108 lbs

COMPOSITE RECTANGLE TIME CAPSULE - MEDIUM



PRICE \$719.00

Custom Logo [+ \$139.00] ▼

Custom Logo Choose File No file chosen

QUANTITY

1

TOTAL
\$858.00

ADD TO CART

Tough and sturdy, the medium Heritage Time Capsule Composite Rectangle is a beautiful, weatherproof Capsule that can be displayed or buried in the ground. This is a standalone unit (no vault required).

PRODUCT DETAILS:

- Material: Composite
- Seal: Integrated seamless foam gasket
- Size: 19.8 x 18.2 x 10.3 inches

FEATURES:

- Easy to seal
- Watertight
- Lightweight
- Clean appearance, refined lines

ADVANTAGES:

- Stable material withstands large temperature fluctuations (-40F to 250F)
- High chemical resistance (acids and alkalis)
- Excellent strength and impact characteristics
- Can be buried with no additional enclosure

Logo Clearance Dimensions: 16.5" x 14.5"



COMPOSITE RECTANGLE TIME CAPSULES

Size	Small	Medium	Large
Item #:	CR1001	CR2001	CR3001
Volume:	0.58 ft ³	1.79 ft ³	5.9 ft ³
Exterior Dimensions:	15.5 x 13.9 x 6.3	19.8 x 18.2 x 10.3	33.4 x 26.3 x 12.0
Interior Dimensions:	14.7 x 12.7 x 5.3	18.6 x 16.6 x 9.3	30.5 x 25.5 x 11.3