

Minutes
Jefferson County Historic Landmarks Commission
Charles Town Visitors Center, Charles Town, WV
April 15, 2015

Members Present: Martin Burke, Curt Mason, Sara Lambert. Guests: Bill Theriault

Minutes: Minutes of the March 18, 2014 meetings were distributed. Acceptance was moved by CM, seconded by MB, and passed.

Martin Burke announced that County Commissioner liaison Eric Bell is unable to attend tonight's meeting.

Treasurer's Report: CC was out of town, so MB updated the Commission on a few items: We have \$15K in the account as of April 15, 2015. Waiting for the WV State Auditor's bill, expected to be around \$1500. Also waiting for our insurance bill for FY 2016 (July+), and expecting our premium will be reduced by \$500.

MB updated Commission on Snow Hill maintenance – the cistern that we intended to fill, is a hand-dug, rock-lined, extremely deep well. Currently fencing off the area and building a platform well cap to close.

Election of JCHLC Officers 2015-2016:

Nominations:

Chair – Martin Burke

Treasurer – Carmen Creamer

Secretary – Sara Lambert

CM moved we close the nominations, seconded by MB, and passed. CM moved we accept entire slate, seconded by SL, and passed.

WV GeoExplorer Project: Bill Theriault reported on his current progress. BT was to hold a scanning workshop at the Library tomorrow, but cancelled due to low interest. Working with Peter Burr Farm Bread Bakers to hold a baking workshop on April 27th, but presently need 2 more signups to hold workshop. BT continuing discussions with JC Museum to build a collaborative relationship for use of WV GeoExplorer. Has received *Shepherdstown Register* digitized files, with about 1/3 of the files covering 1849-1884. Grant applications are continuing. Just submitted a \$1K grant request to City of Charles Town that was due March 31. No notification received as yet.

Nomination of Beeler's Mill Wheel as JC Landmark:

MB recommended we postpone vote until the May meeting, as a celebration of National Historic Preservation Month. MB putting Mr. Ingersoll's historical research (presented to the JCHLC at the March meeting) into the format needed for JC Landmark nomination. MB spoke with SHPO about adding an object (wheel) as a Landmark. Will review potential National Register nomination designation with SHPO.

Commissioners' Reports:

- A. Snow Hill WV Development Grant request was submitted March 31. Historic Preservation Office has acknowledged receipt, and indicated a decision would be rendered after June 1. On May 21, MB will attend the County Commission meeting to request a written commitment for the matching funds, should the state Development Grant be approved.
- B. Park Day: clean up was March 28th 9:30 am at Shepherdstown Battlefield. Approximately 15 people attended, picked up trash and extended a fence around the ruins.
- C. Peter Burr Farm: kitchen upgrades are underway. Replacing old plumbing under big sink and painted floor with epoxy paint. SS sink being reinstalled. Ed Schwarz from Reliving History has kindly agreed to cut the grass this season at no charge. His only request is that we purchase a new weed eater (\$220) for his use, equipment remains the property of PB Farm. MB investigating a better entry kiosk for the Farm.
- D. Website: We are waiting for approval from the County Prosecutor's office for approved disclaimer language. We prepared 3 versions, but have not received feedback on any of the three yet. MB will also inquire about posting Historic Properties for sale on our website, and/or linking to a MLS site.
- E. AmeriCorp Volunteer: our application was ranked #4 out of 18, so there is a high probability we will receive our Volunteer staff person, starting in Sept. They will be provided with a desk and computer in the County Planning office.
- F. Summer 2015 Projects: Keith Alexander, our Shepherd University liaison, has lined up a number of summer interns available to assist us, but none have contacted us yet.

JC Comprehensive Plan and JCHLC Long Range Plan:

There are a number of areas in the approved Comprehensive Plan that pertain to the work of the JCHLC: Rural Design, Community Development and Village Protection. MB sent Planning Commissioner Peter Fricke the proposed JCHLC planning regulations that were previously vetted by the Planning Department and County Commission. The document addresses our key interests in protection of historic resources: delay in demolition, incentives for open space and green ring protection. We have requested that P. Fricke bring these regulations to the PC for discussion, or at a minimum, obtain a date for discussion.

MB will be reformatting our current Long Range Plan document so that it is easier to review and monitor.

CM moved that the meeting be adjourned, which was seconded by SL and passed at 8:06.