



Meeting Minutes  
Jefferson County Historic Landmarks Commission  
October 9, 2019  
Jefferson County Commission Meeting Room  
Charles Town, WV 25414

Members Present: Martin Burke (Chair), H.S. Leigh Koonce (Secretary), Carmen Creamer, Tony Troxel

Guests Present: McKenzie Hitchcock, John Demer, H. Tyrone Brandyburg

Mr. Burke called the meeting to order at 7:04 pm.

Mr. Burke welcomed McKenzie Hitchcock, JCHLC's new AmeriCorps member. She is fulltime and based at the JCHLC office in the Mason Building.

**Public Comment:** No public comment was heard.

**Minutes of the August Meeting:** Mr. Koonce presented the minutes of the August meeting. Mrs. Creamer moved to approve the minutes as presented. Mr. Troxel seconded the motion which passed unanimously.

**Treasurer's Report:** In the absence of the Treasurer, Mr. Burke, stated the bank account balance was \$12,943.00. All bills are up to date with the exception of an \$18 power bill at the Peter Burr Farm. Mr. Troxel moved to approve the verbal report. Mrs. Creamer seconded the motion which passed unanimously.

**Endowment Funds:** Mr. Burke gave a report of the various endowment funds the JCHLC has with the Eastern West Virginia Community Foundation. The balances stand at:

Katherine Burr Jackson Fund for the Peter Burr Farm: \$13,383.00

Peter Burr Living History Fund: \$16,520.00

Our History, Our Community Fund: \$29,042.00

**Court House Committee:** Mrs. Creamer met with Bill Polk, Director of the Jefferson County Maintenance Department, and the consultants regarding the National Historic Landmark nomination for the building. It will focus on the miners' treason trial rather than the John Brown trial. There is also a paint report that Mr. Polk will to the JCHLC.

**Status of National Register Nominations:** Mr. Demer gave a report pertaining to the various nominations. There has been no change since the last meeting. Mrs. Creamer indicated she is interested in adding an archaeological portion to the nomination for *The Rocks* and pursuing it being declared an archaeological site as well. Mr. Demer and Mrs. Creamer will coordinate and report back.

Mr. Demer introduced H. Tyrone Brandyburg, Superintendent of the Harpers Ferry National Park.

**Status of Zoning and 106 Reviews:** Mr. Burke stated the proposed Washington Landing Apartment Complex is in the Charles Town city limits but it will be in the viewshed of a National Register property in the county. Mr. Horter has contacted the Charles Town Planning Commission and suggested some additional screening around the proposed buildings.

**Rt. 340 Extention:** Mr. Burke reported that Mr. Horter was in touch with the WVDOH. They are requesting the agreement be amended to reflect the substitution of one of the four properties to be nominated to the National Register.

**Poor Farm/Snow Hill:** Mr. Burke has been in contact with Mike Lowery pastor of the Rock Spring Church about taking ownership of the property and building and is awaiting their decision. There will be an easement placed on the property and the JCHLC will be involved in the renovation process. Mr. Burke will circulate the draft preservation easement when a decision is reached.

**Peter Burr Farm:** Mr. Burke is still looking for contractors to replace the roof on the utility building.

**JCHLC Promotion:** Mr. Burke has been in touch with Jen Rolston at Eden Designs to request a draft design and cost estimate for a table display for future events, like the JC Fair and JC Historical Society picnic, and street fairs.

**Duffields Depot:** Mr. Burke reported there is ongoing work to ensure the building is sealed up. The Stewart Mosby Historical Society stopped at the site during a recent bus tour. Mr. Burke is seeking estimates from masons to infill the east wall to cover up a non-original doorway.

**Shepherdstown Battlefield:** Mr. Burke has spoken with the American Battlefield Trust about the Shepherdstown Battlefield boundary expansion and whether or not this is a good time to approach the United States Senate about a boundary expansion. The ABT indicated in the affirmative.

**Coyle Cemetery:** A mason, Raymond Lind, was hired and is working on the cemetery wall with a completion date of Thanksgiving.

**Smithfield Crossing Battlefield:** Mr. Burke has spoken with the new owner of the old 3M plant in Middleway. He is interested in growing hemp on the property and processing it after renovating the plant. 50 acres might be available for purchase, with purchase cost shared between ABPP and Jefferson County Parks and Recreation. Mr. Burke will work with the American Battlefield Trust and JC Parks and Rec to determine if a deal can be arranged.

Mrs. Creamer moved to adjourn the meeting at 8:15 pm. Mr. Troxel seconded the motion which passed unanimously.

Respectfully submitted,

/s/

H.S. Leigh Koonce, Secretary  
Jefferson County Historic Landmarks Commission