



**Meeting Minutes**  
**Jefferson County Historic Landmarks Commission**  
**July 8th, 2020**  
**Via Zoom**

**Members Present:** Martin Burke (Chair), H.S. Leigh Koonce (Secretary), Jack Hefestay (Treasurer), John Demer

**Guests Present:** McKenzie Hitchcock, Lanae Johnson, Nick Picerno, and Rob Aitcheson

Mr. Burke called the meeting to order at 7:00 pm.

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

**Minutes of the April Meeting:** Mr. Koonce presented the minutes of the April meeting. Mr. Burke offered two corrections, one to reflect the meeting was held via Zoom and the second that *Roselawn* has not been approved as a county landmark. Mr. Hefestay moved to approve the minutes as amended. Mr. Demer seconded the motion, which passed unanimously.

**Rules of Order Changed:** Mr. Burke offered a proposed rules changes (attached). No objection was heard. Mr. Hefestay moved to approve the change. Mr. Demer seconded the motion, which passed unanimously.

**Treasurer's Report:** Mr. Hefestay presented a balance of \$11,308.99. Mr. Burke stated the FY-2019 audit has been completed and a copy is on its way to us. No problems were found in the Commission's accounting methodology.

**FY2021 Budget:** Mr. Burke presented the draft FY-2021 Budget. Mr. Hefestay moved to approve the budget as presented. Mr. Demer seconded the motion, which passed unanimously.

**Altona Barn:** Mr. Koonce moved to designate the Altona Barn as a Jefferson County Historic Landmark. Mr. Hefestay seconded the motion, which passed unanimously.

**Boidstone Barn:** Mr. Hefestay moved to designate the Boidstone Barn as a Jefferson County Historic Landmark. Mr. Demer seconded the motion which passed unanimously.

**Rose Lawn:** Mr. Demer moved to designate Rose Lawn as a Jefferson County Historic Landmark. Mr. Burke seconded the motion which passed unanimously.

**Court House Committee:** Mr. Koonce spoke with Jacki Shadle, the County Clerk, and asked if the pictures she donated can be installed in the old County Commission Meeting Room. Ms.

Hitchcock will put the pictures up. Mr. Aitcheson said he would donate suitable frames. No action is expected on the designation of the Jefferson County Court House as a National Historic Landmark until 2021.

**AmeriCorps Member Report:** Ms. Hitchcock offered an update of her various projects. She is working on the website updates. Facebook “likes” are increasing and Instagram is holding steady. *The Rocks* NR nomination has been returned from the SHPO with a request for revision. The Middleway Conservancy still has the draft of the Middleway Design Guidelines. A grant application has been submitted to the North American Railroad Foundation for exterior doors for the Depot.

**Duffield’s Depot:** Nick Picerno appeared before the Commission. He has a group of letters that were sent by Union soldiers who were stationed at Duffield’s to guard the station. Mr. Hefestay moved to accept a gift of  $\frac{3}{4}$  of an acre of land adjacent to Duffield’s from Mr. Burke. Mr. Demer seconded the motion which passed unanimously. The area will eventually be used as a future parking lot.

**McMurrin Farm:** Mr. Demer indicated the nomination is with the SHPO at present.

**Zoning and Rt. 340 Project:** No new site plans. A check is in the works from the state of West Virginia for four NR nominations for properties near the Rt. 340 expansion.

**Peter Burr Farm:** Bread baking will resume on Saturday.

**Shepherdstown Battlefield:** Mr. Burke is working with the Shepherdstown Visitor’s Center and the Chamber of Commerce to provide letters of support for the boundary expansion at Antietam to incorporate the Shepherdstown Battlefield as well.

Mr. Hefestay moved to adjourn at 8:18 pm. Mr. Demer seconded the motion passed unanimously.

Respectfully submitted,

/s/

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