



Meeting Minutes
Jefferson County Historic Landmarks Commission
7pm – County Commission Room, Charles Town Library
Charles Town, WV
December 8, 2021

Present: Jefferson County Commissioner Caleb Wayne Hudson
Jefferson County Historic Landmarks Commissioners: Martin Burke (Chair), CAPT Jack Hefestay (Treasurer), John Demer (Acting Secretary), Addison Reese, Jim King

Visitor(s): Kerstin Harper

I. Public Comments

No public comments. Mr. Burke welcomed Ms. Harper, a just-over--the-line resident of Berkeley County. CAPT Hefestay shared that he had ancestors from Germany, Ms. Harper's place of birth.

II. Approval of Minutes from October 13, 2021 – Submitted by Acting Secretary John Demer
CAPT Hefestay motion to approve minutes without comment, Ms. Reese second. Approval unanimous.

III. Treasurer's Report – CAPT Jack Hefestay

CAPT Hefestay reported a balance of \$33,151.61 with all invoices paid. CAPT Hefestay complimented AmeriCorps intern Patrick Fuller on Fuller's alerting him only when invoices arrive saving the treasurer unnecessary trips to Charles Town. Among other disbursements, CAPT Hefestay paid invoices to the B&O Historical Society for annual dues, and to a mason for repointing the Peter Burr chimney. Motion to approve, Mr. Demer; second, Ms. Reese. Approval unanimous.

IV. Goals and Objectives 2022-2027 – Vote to approve; and **2022 Planned Projects Actions**
Mr. Burke described action items for each of five goals.

Goal 1, Education, Mr. Burke said the JCHLC will apply to the Preservation Alliance of West Virginia for an AmeriCorps intern for the coming fiscal year (FY 2022-2023); submit grant requests for to reprint JCHLC brochures for distribution; resuscitate the WVGeoExplorer Project; and work with county schools to incorporate Historic Preservation into the core curriculum of grades four and eight (when county students study West Virginia history).

Goal 2, Awareness, Mr. Burke proposed that our AmeriCorps intern will continue to post on social media including the JCHLC website, Facebook, and Instagram; we will explore bi-monthly articles in *The Observer*(Ms. Reese lead); we will take JCHLC on the road to fairs and festivals; we will expand the number of road signs at the five Civil War battlefields in the county, working with Drew Gruber, Executive Director of Civil War Trails, and also develop signage for bike trails in the county; and we will

develop a lecture series perhaps inviting Tom Mayes, Vice President and General Counsel for the National Trust for Historic Preservation.

Goal 3, Identification, Mr. Burke proposed more definition and clarity to the inventory of historic property database developed between 2004 and 2007; supplements to existing National Register properties (many nominations date to the 1970s and are sparse compared with nominations of 2021), explore ways of adding Historical Resource data to our databases; continue to update our online resources of maps and data; continue to add properties to the National Register (complete nominations for Beeler's Mill, now called Weirick and Weller Water Wheel, and Nathan Haines Farm); complete an expanded WVHPIF for Glenwood(now under way by Maral Kalbian); develop a written history of southern Jefferson County along the proposed Route 340 bypass; and develop a Jefferson County Historic Landmark for the apple packing plant (assigned to Patrick Fuller). Mr. Burke stressed the need to focus on mills, manufacturing, quarries, and other non-domicile examples of historic buildings and structures in the county.

Goal 4, Community and Community Economic Development, Mr. Burke discussed the need to proceed with reprinting JCHLC brochures distributed by the county welcome center, local visitor centers in Charles Town and Shepherdstown, hotels and restaurants, the intent to generate interest and therefore tourist dollars; lobby for the expansion of Antietam National Battlefield to assimilate Shepherdstown Battlefield within its boundaries and operation, and thereby divest the JCHLC of 52 acres of property it owns; propose the Corporation of Shepherdstown create, plan, and carry out events on the Shepherdstown Battlefield and Packhorse Ford; work with Civil War Trails (Drew Gruber) and Middleway Conservancy to add Middleway as a site on the Civil War Trails program; host lectures on historic tax credits at the state and federal level; continue to work with the Jefferson County Farmland Protection Board for battlefield land acquisition; work with Jefferson County Schools acquire the Peter Burr Farm as core to an arboretum among four schools (Jefferson High School, Wildwood Middle School, North Jefferson Middle School, and T. A. Lowery Elementary School); contact Sidewinder Enterprises of Newport Beach, CA, about setting aside land on the former 3M plant in Middleway to commemorate the Smithfield Crossing Battlefield; support a battlefield friends group to acquire the Kubic property in Summit Point; and continue to assist the Middleway Conservancy (MC) in developing design standards for the Middleway Historic District.

Goal 5, Stewardship, the JCHLC would continue maintenance needs, to update the Peter Burr Farm Master Plan, and rehouse the archeology collection; at Duffields Depot continue with maintenance and necessary construction for a disability ramp, electricity, a sump pump, paint analysis, an historic furnishings plan (currently underway by Patrick Fuller), and plan interior interpretation of the site; for Shepherdstown Battlefield have a park cleanup day in April, a fall cleanup and monitor the easement; for Boyd-Carter Cemetery continue to clean and reset headstones; for Engineering, Planning, and Zone Development, develop a demolition ordinance for historic structures that would require documentation of a historic structure approved by the chair, JCHLC, before issuance of a demolition permit (Mssrs. Demer and King assisting Mr. Burke); for monitoring the Blakeley easement of its façade and work to transfer land portion of the easement to the Land Trust of the Eastern Panhandle (LTEP) by budgeting contribution of \$2,500 to the LTEP stewardship fund for two years; and meet with leaders of the Rock Spring Church on the historic preservation easement of Snow Hill (Poor House Farm).

Operations, Mr. Burke discussed the annual audit of the JCHLC, piggybacked on the audit of the Jefferson County Commission to reduce costs; the budget presentation to the County Commission in February 2022; and sharing a fulltime employee with the Office of Planning and Zoning. Mr. Burke announced that GIS Director Todd Feagans will retire at the end of December 2021. For fundraising and

Grants, Mr. Burke will apply to the Cynthia Woods Mitchell Fund at the National Trust for Historic Preservation by the application deadline of March 1 for funding for Duffields Depot as the grant allows construction; to the West Virginia Department of Highways for Duffields Depot for a Transportation Enhancement Grant that requires only a 20-percent match; apply for continued funding for the Boyd-Carter Cemetery from the Helen Parker Willard Fund at the EWVCF; apply to the National Trust for an Awareness Campaign due February 1, 2022; and apply for a Two Rivers Giving Circle Grant. As of September 2021, Mr. Burke reported a fund balance of \$104,000 for the Jefferson County Historic Preservation Fund, administered by the Eastern West Virginia Community Foundation (EWVCF). As of 12/2020, other market value fund balances at the EWVCF are the Katherine Burr Jackson Fund for Peter Burr Farm, \$15,989; and the Reliving History Fund at the Peter Burr Farm, \$19,377.

For Partnerships, Mr. Burke hopes to have a meeting among the three historic district commissions (Charles Town, Harpers Ferry, and Shepherdstown), and Middleway Conservancy to discuss common goals and objectives for the coming calendar year. Mr. Burke also hopes to partner with the Jefferson County Convention and Visitors Bureau (JCCVB) on heritage tourism projects, the Jefferson County Farmland Protection Board on farm and battlefield easements, the Jefferson County Department of Parks and Recreation on land acquisition and maintenance, Jefferson County Schools of a Jefferson County arboretum, and the County Engineering, Planning, and Zoning Department on Zoning Amendments. Motion to approve, Capt. Hefestay; second, Ms. Reese; approval unanimous.

V. *St. Paul Baptist Church* – Vote to approve nomination as a Jefferson County Historic Landmark Commissioners complimented Ms. Reese on the depth and thoroughness of her nomination. Ms. Reese admitted she'd like to add more. Mr. Burke cautioned not until the West Virginia State Historic Preservation Office (WVSHPO) receives the updated nomination and adds it to the state inventory.

VI. Announcements and Reports

A. Jefferson County Courthouse Committee. Captain Hefestay reported he attended one meeting as the new JCHLC commissioner vice Leigh Koonce and that he had “nothing significant” to report. Mr. Burke reported that the Courthouse National Historic Landmark nomination had passed the first review round in Washington and was scheduled for review by the National Park Service Advisory Committee to the U. S. Department of the Interior. Mr. Burke said two comments in the first review were a need to attribute design inspiration of the Jefferson County Courthouse to Thomas Jefferson’s design of the Virginia Capitol and a need to answer if attendance at the miner trials was segregated, that is, were Blacks allowed to attend the trials? That question researchers at the National Park Service will respond to.

B. Status of Website, Facebook, Instagram. AmeriCorps Member Patrick Fuller stated updates and posts are ongoing. Ms. Reese complimented Mr. Fuller on his post from the Shepherd College *Picket* describing two members of faculty who attended the iconic performance of soprano Marian Anderson at the Lincoln Memorial, Washington, DC, Easter Sunday, April 9, 1939, a performance organized by First Lady Eleanor Roosevelt, and attended by 75,000 viewers. Ms. Reese complimented Mr. Fuller for making a local connection to a national event.

C. Status of the Boyd-Carter Cemetery project. Ms. Reese ongoing progress and the resetting of two stones. She described what appeared to be a law enforcement visit by a few unmarked cars to the Granny Smith area while she was working, but no significant event. As stated, she plans to apply for funding from the Helen Parker Willard Fund at the EWVCF in 2022. Mr. Burke and Ms. Reese discussed three quarries in the area and a pond where local churches conducted full submersion baptisms.

D. Status of NR & JC Landmark nominations.

1. Rt. 340 Project. Mr. Burke stated that the owners of *Glenwood* did not want a formal National Register nomination but would approve an updated West Virginia Historic Property Inventory submission. Ms. Maral Kalbian will complete this project in early 2022.

2. Haines House on Lloyd Road. Mr. Demer reported the narrative portion of a draft National Register nomination is 80 percent complete and that he sent the partial draft to Mr. Burke.

3. Weirick and Weller Water Wheel. Mr. Demer reported that Tom Ingersoll sent a revised draft to State Historic Preservation Officer November 11, 2021, and that Ms. Vance has 60 days to respond, although she has completed review and comment more quickly on previous projects.

E. Status of Concept plan reviews and Zoning changes. Mr. King reported he had examined the draft historic review requirement of the proposed zoning ordinance and will continue to keep the JCHLC apprised of developments. He also reviewed a submission by Greenway Engineering for a demolition project.

F. JCHLC Properties. Mr. Burke

1. Peter Burr Farm. Mr. Burke reported the need and plan to install a grease trap in the kitchen (used principally by the bread bakers), reside the utility building, and repaint the main house.

2. Duffield's Depot. As stated above, the principal need is to install electricity to the depot to power a sump pump and security system, and perhaps to provide light and power for exhibits. To also determine, preserve, and replicate missing interior details to render the interior spaces more historically accurate.

3. Shepherdstown Battlefield. Mr. Burke reported a successful easement monitoring visit of the 52-acre tract. The visit was necessary to help document condition of the property pending its hopeful transfer to Antietam National Battlefield in the future.

Adjournment. There being no further business, Mr. Burke asked for a motion to adjourn. CAPT Hefestay moved that the meeting be adjourned, Ms. Reese seconded, vote unanimous. Meeting adjourned at 8:47.