



Meeting Minutes
Jefferson County Historic Landmarks Commission
County Commission Room, Charles Town Library
Charles Town, WV
August 10, 2022

Present: Jefferson County Commission President Caleb Hudson
JCHLC: Martin Burke (Chair); Commissioners Ray Benzinger, John Demer, Jim King, and Addison Reese. AmeriCorps Intern Patrick Fuller.

Guest: Ms. Kerstin Harper

Call to order: Mr. Burke called the meeting to order at 7:05.

- I. Public Comments: None.

- II. Approval of Minutes from June 8, 2022 -Mr. Demer. Mr. Demer reported two requests for corrections that he made. He filed final minutes with Mr. Burke.

Mr. Burke moved approval, Ms. Reese seconded; vote unanimous.

- III. Treasurer's Report – Mr. Benzinger.
Mr. Benzinger reported that since June 8, 2022, we received income of \$10,091.18 and incurred expenses of \$16,298.68. leaving a current balance of \$31,888.29. All bills are paid as of this date, and all JCHLC accounts are current and in order.

Mr. Burke moved approval, Ms. Reese seconded; vote unanimous.

- IV. (Final) budget for FY-23. Mr. Burke presented the final budget for FY 2023, line by line (attached). In summary, we project our income to be \$70,861.17 against expenses of \$58,706. The income figure is inflated because we still owe Maral Kalbian about \$13,000 to complete work funded by the state highway department for the Route 340 bypass. Wade Louthan has agreed to allow Ms. Kalbian to draft a National Register nomination for his property, Shady Grove. Our insurance premiums will increase as we do more work on Duffields Depot and if we take ownership of Far Away Farm.

Mr. Burke moved; Ms. Reese seconded that we approve the draft budget; vote unanimous.

V. Reports and Announcements

- a. *JC Courthouse National Historic Landmark (NHL) status.* Mr. Burke reported Kathryn Smith, NPS contact, said our National Historic Landmark nomination approval awaits the National Park Service naming a new advisory board. Then the new board will have to deal with a backlog of nominations. Mr. Burke contacts Ms. Smith periodically. The JCHLC has a new folder awaiting announcement by the National Park Service that the courthouse is a NHL
- b. *Status of Website, Facebook, Instagram, and projects.* Mr. Fuller posts twice weekly on social media. He reports 3,300 followers on Facebook and 80 reactions per post, and as many as 250. We also have 444 followers on Instagram. The JCHLC still has not reached a limit on the number of photos it can post in Instagram. Mr. Fuller reported that Facebook remains our most popular social media site. Ms. Reese reported that Instagram is more complicated to post to than Facebook.
- c. *Status of the Kearneysville Methodist/Boyd Carter Cemetery and Fairview Cemetery.* Ms. Reese reported a friendship with Bonnie Zambino, researcher at Pine Grove Cemetery, Harpers Ferry. Ms. Zambino shared the name of someone with ground penetrating radar that Ms. Reese has tried to contact but awaits a response. Ms. Reese reports a sinkhole in the Kearneysville Methodist/Boyd Carter Cemetery. She further reported that the Helen Willard Parker Fund for cemetery restoration and maintenance requires that at least one Civil War soldier be buried in the subject cemetery. While county African Americans fought in the Civil War, their graves, like so many others are unmarked and difficult to pinpoint..
- d. Status of NR & JC Landmark nominations.
 1. *Rt. 340 mitigation.* Mr. Burke reported success in securing permission for Maral Kalbian to draft a National Register nomination for Shady Grove, owned by Wade Louthan. The property straddles West Virginia and Virginia, and Mr. Louthan can reach his home in West Virginia only by an entrance lane in Virginia. The Route 340 expansion will take a small slice of Mr. Louthan's land.
 2. *Nathan Haines Farm.* Mr. Demer reported the nomination approved by the West Virginia SHPO and was at the National Register Office in Washington awaiting approval.
 3. *Weirick and Weller Water Wheel.* Mr. Demer reported that the nomination approved by the West Virginia SHPO and was at the National Register Office in Washington awaiting approval.

Mr. Burke asked the name of our reviewer in Washington. He is Mr. Jim Gabbert.
 4. *Shenandoah Planning Mill* – Mr. Fuller has completed a draft county landmark nomination and awaits review and comments. Mr. Burke will take over the project in September. Mr. Burke reminded that Winchester Cold Storage owns the property that for years was an apple storage facility. He added that apples were a major crop in the county and deserve our recognition. He further added that the farm market stand next to Black Dog Coffee on Route 9 once was an apple evaporator plant.

5. *Isaac Clymer House*. Mr. Demer has completed a draft nomination less photos. He has asked the owners for photos.
 6. *Halltown Paperboard Mill*. Mr. Demer has finished text and needs a site visit and recent images. A visit soon is not likely as the papermill experienced a serious fire and is in the process of repairing damaged equipment.
 7. *Far Away Farm (Osbourn Farm)*. The American Battlefield Trust has kicked off fundraising for the Far Away Farm. Funding sources are the American Battlefield Trust, the West Virginia Outdoor Heritage Conservation Fund, and Shepherdstown Battlefield Preservation Association. The target closing on the property is November 30, 2022. Mr. Demer continues to work on a draft National Register nomination for the farm with a target submission of Labor Day. Mr. Demer reported meeting with one of the property’s owners, Mike Boltz, whose family was among the early settlers of the area.
- f. Status of Concept plan reviews and Zoning changes. Mr. King reported on two existing proposals – two cell towers. The proposals appear to meet zoning code and should pass the Planning Commission without objection.
- g. JCHLC Properties.
1. *Peter Burr Farm*. Mr. Burke reported that we are ready to paint the Peter Burr house a contractor to replace oak siding on parts of the house, especially the log kitchen.
 2. *Duffields Depot*. Mr. Burke reported electrical power installed to the depot, and more important, two sump pumps installed and pumping water from the basement. A next step is a grant application to the Two Rivers Giving Circle for funds for a yellow pine floor. Also, we need a source of yellow pine flooring.
- h. *Farewell to Patrick Fuller, AmeriCorps Intern*. On behalf of all commissioners, Mr. Burke bade thanks and farewell to Patrick for all the work he has accomplished for the JCHLC this past year: maintenance of our social media; research and historic furnishings plan on Duffields Depot; research on the Shepherdstown Plaining Mill; an approved Section 106 statement on Faraway Farm, and the proverbial “other duties as assigned.” Mr. Burke presented Patrick with a signed copy of Maral Kalbian’s book on historic properties in Frederick County, Virginia, a text assigned to Patrick as an undergraduate at Shepherd University.

Adjournment. At 8:38 Mr. Burke moved adjournment; Messrs. Benzinger & King seconded; vote unanimous.

Respectfully submitted,

John Demer, Commissioner and Secretary