



Meeting Minutes
Jefferson County Historic Landmarks Commission
7pm – County Commission Room, Charles Town Library
Charles Town, WV
August 14, 2024

In attendance: Commissioners: Martin Burke, Ray Benzinger, David Carroll, Addison Reese, and John Demer, Jake Blackall (AmeriCorps Member), and Diana Sutzenfield.

Meeting began at 7:00 pm.

- I. Introduction of new JCHLC Commissioner - David Carroll. David is the newest JCHLC Commissioner. He is a long-time county resident with 26 years of experience as a professional archeologist.
- II. Introduction of new JC Commission liaison - Due to ongoing confusion at the JC Commission, JCHLC will not have a liaison until least after the November election and maybe not until January 2025.
- III. Public Comments - Diana Sutzenfield asked for a historic name to be restored to “Morgan’s Grove Park” to Fountain Rock. She considers the name Morgan’s Grove to be historically incorrect because it is not the original location of the historic fairgrounds. There is a history of misinformation in the naming of the springs and properties, especially as they relate to the historic Bee Line March and Sutzenfield feels the name of the park perpetuates that confusion. Next year will be the 250th anniversary of the Beeline March. Concerned about the misinformation. Commissioners agreed to add to the next meeting agenda in order to officially respond and discuss.
- IV. Approval of Minutes from June 5, 2024 – Submitted by John Demer, Acting Secretary. Addison Reese moves to approve the minutes. David Carroll second the motion. Unanimously passed.
- V. Treasurer’s Report – Ray Benzinger. Since June 5, 2024, income totaled \$8,452.32 and expenses were \$4706.62. Current Balance: \$41,562.27. All bills are paid as of August 14, 2024. Martin Burke moved to accept the treasurer’s report. David Carroll seconded. Unanimously approved.
- VI. Selection of new Secretary. Reese volunteered to be secretary.
- VII. Approval of FY-25 Budget. Martin Burke presented a draft of the FY-25 Budget. Hotel and motel tax revenue decreased. Insurance costs increased due to acquiring new property Osbourn Farm /Shepherdstown Battlefield. Burke is receiving estimates for several projects (kiln, tearing down structure, removing a modern half of corn crib). Discussed grants. Income estimate: \$99,336. Total expenditures: \$94,393. Reese moved to accept the budget, Benzinger seconded, unanimously approved.

VIII. Reports and Announcements.

- a. Status of Website, Facebook, Instagram, YouTube. AmeriCorps member, Jake Blackall, gave updates on social media accounts and website. He noted the increase in followers and engagement on the JCHLC social media accounts over the past year.
- b. Status of JC Cemetery projects; Fairview, Kearneysville Methodist, Middleway – Reese reported that she is still in the process of spending grant money for Middleway. Reese recently presented at a GIS conference with Shepherd University about Fairview Cemetery and the efforts to fully map the site.
- c. Status of NR & JC Landmark nominations – Woodbyrne has been accepted to the National Register after John Demer removed one criteria of eligibility from his original nomination. John Demer has written 9 successful NR nominations in his time on the Commission.
- d. Status of Concept plan reviews, Franklinton and Birdhill Subdivision – discussion. On July 31, 2024, the JCHLC received a concept plan package for the Franklinton Farm Solar Facility. There will be a radius around the historic home. Reese previously worked with the solar company to add a buffer around the Locust Grove/Franklinton Cemetery which is adjacent to the proposed solar farm. The company also agreed to do ground penetrating radar to check the site for unmarked graves that may be beyond the surveyed boundaries.

David and Addison will be scheduling a visit to the land slated for the Birdhill subdivision to walk the site and try to locate the previously documented cemetery located on the property.

- e. Jefferson County History project – John Demer is our archivist. There is a plan to take all the information from Geo Explorer and move it over to Wiki. John will ask other historic organizations to contribute content to it.
- f. JCHLC Properties – Burke
 - i. Peter Burr Farm. Burke talked with another pest management company for the house. Received a letter and check from JC Parks and Rec; they held an archery camp at the Peter Burr Farm this summer (June and July).
 - ii. Duffield's Depot
 1. Purchase of parcel in front of the Depot. Owner has been sent three letters and no response has been received
 2. Pro Bono project by the Mills Group – JCHLC was the eastern panhandle organization selected to receive this. Phased interpretive plan for the Duffields Depot. Martin reported that he has had one conference call so far. Next step is a site visit.
 3. Status of WVDOH TA Grant – Transportation enhancement grant. \$66,000

iii. Shepherdstown Battlefield. 140 acres in the proposed boundary expansion and about 25 acres in the core battlefield not included in the proposed boundary expansion. Maintenance projects at Osbourn House and battlefield to address safety concerns. Had to improve roof on the Butler building. Work on the main house and ripping out the moldy drywall in the basement. Working on things noted in the inspection report.

IX. Goodbye and thank you to John Demer and Jacob Blackall. Burke presented goodbye gifts to both. Commissioners thanked them for their service on the board.

Reese moved to adjourn, Benzinger seconded.