



Minutes

Jefferson County Historic Landmarks Commission

Charles Town Visitor's Center

104 E. Washington St., Charles Town, WV

January 20, 2016

Members Present: Martin Burke (Chair), Curt Mason, Sara Lambert, **Guests:** John Demer, Bill Theriault, Peter Fricke, Rob Aitcheson

M. Burke called the meeting into order at 7:10pm.

Introduction of Rob Aitcheson, AmeriCorps member: M. Burke introduced R. Aitcheson as the new AmeriCorps member for 2016. Burke informed the Commission of his office in the Jefferson County Planning Department at 104 E. Washington St. R. Aitcheson provided biographical background and thanked the Commission for the opportunity to serve in Jefferson County. M. Burke discussed some projects R. Aitcheson will be undertaking.

Commissioner Report: M. Burke reorganized agenda to discuss JCHLC submission of AmeriCorps 2016-17 application, due March 4th.

Minutes: Minutes of the December 16, 2015 meeting submitted by Eric Jenkins. Acceptance was moved by C. Mason, seconded by S. Lambert and passed.

Treasurer's Report: Carmen Creamer absent due to illness. M. Burke presented JCHLC current account balance of \$20,900 after regular monthly deposit.

M. Burke presented a draft for the FY 2017 JCHLC budget. FY-17 budget presentations will probably occur before the next JCHLC meeting. Anticipate no increase in allocation percentage. New projects included development of a graphic identity and M. Burke's intent to ask the Jefferson County Commission to commit to contributing to a revolving fund for historic preservation as recommended by JC Comp Plan, further research is required.

WV GeoExplorer Project: B. Theriault discussed upcoming collaboration with the Jefferson County Historical Society to present a workshop for the Jefferson County Black History Preservation Society. He informed the HLC that he would keep everyone up to date once the details have been confirmed. Comments included the potential use of Fisherman's Hall for the presentation. P. Fricke and J. Demer contributing. Updates were given as to ongoing work with WV GeoExplorer website, including a focus on Storer College research and documentation and upcoming grant applications. Following conclusion of report, M. Burke thanked Bill for his continued support and work.

Opening of bids for Snow Hill roof replacement: S. Lambert informed the HLC that no bids were received for the project. Discussion ensued on the process for solicitation of bids, comments provided by contractors during the mandatory bidders meeting, and next steps for the process. S. Lambert and M. Burke will follow up with potential bidders and SHPO.

Long Range Work Plan 2016-2020 discussion: M. Burke presented an updated draft of the long range work plan. Key points presented were stewardship of JCHLC properties and continued commitment for battlefield preservation in Jefferson County. M. Burke also presented information on a draft Landowner's Guide being prepared by Jefferson County Farm Land Protection Board and funded through a grant from American Battlefield Protection Program (ABPP). C.

Mason provided comments on funding through ABPP and asked whether the HLC could work directly with ABPP. M. Burke confirmed that HLC could work and will continue to work with ABPP. P. Fricke updated the HLC on the Middleway Conservancy's efforts and recent affirmative vote to co-hold easements if property was acquired in the Smithfield Crossing Battlefield. Additional comments were presented on an emphasis on outreach and education, operations. S. Lambert asked for further updates on the Morgan's Grove Historic District discussion ensued.

Assignments for Rob Aitcheson, AmeriCorps member: M. Burke submitted work description and percentages of time R. Aitcheson would focus on various activities. C. Mason commented in reference to possible expansion of the Shenandoah Valley Battlefields National Historic District (a National Heritage Area) into Jefferson County. R. Aitcheson provided background on this initiative. Other projects discussed included office space used in the Mason building in Charles Town, development of JCHLC database on the County server and usage of maps designating County Landmarks and National Landmarks on the WV GeoExplorer website.

REPORTS

Shepherdstown Battlefield: M. Burke presented report for ongoing projects at the site, along with additional compliance requirements from ABPP. M. Burke and C. Mason also discussed upcoming meeting with Sen. Manchin on January 22, 2016 with Mr. Ed Dunleavy from Friends of the Shepherdstown Battlefield. The meeting will discuss Antietam National Battlefield boundary expansion to include the Shepherdstown Battlefield.

CLG Training: R. Aitcheson and J. Demer provided report on Certified Local Government training provided by the State Historic Preservation Office (SHPO) in Shepherdstown on January 8th. R. Aitcheson provided a synopsis of topics discussed and noted it was very beneficial for him to attend. Additionally, the information provided gave insight into the functions and capabilities of the HLC and its preservation projects. J. Demer presented on the National Register nomination process and the benefits of meeting directly with staff from the SHPO and especially meeting the new National Register Coordinator, Jeff Smith.

Status of NR & CL nominations: J. Demer presented an update on the submitted application for the National Register nomination of Feagan's Mill. Comments included the quick response from Jeff Smith and the encouragement felt by initial response. M. Burke and J. Demer continued the discussion with comments on the research process and the need for in-depth and accurate research when submitting a NR nomination.

2016 History Hero: M. Burke informed members that Curt Mason had been named History Hero by the Preservation Alliance of West Virginia. Mr. Mason will be recognized in Charleston, WV on January 29th for his commitment and contributions to history and historic preservation in WV.

C. Mason made a motion to adjourn, which was seconded by S. Lambert. The motion passed and the meeting was adjourned at 8:50pm.