

**Minutes**  
**Jefferson County Historic Landmarks Commission**  
**Charles Town Visitors Center, Charles Town, WV**  
**May 20, 2015**

**Members Present:** Martin Burke, Carmen Creamer, Curt Mason, Sara Lambert. Guests: Bill Theriault, John Demer

**Minutes:** Minutes of the April 15, 2015 meetings were distributed. Acceptance was moved by CM, seconded by SL, and passed.

**Treasurer's Report:** CC presented the treasurer's report, with updated handouts distributed. Hotel/Motel tax receipts show \$2220 for two months of deposits. This upward trend seems to correlate with improving weather and increasing tourism. We currently have \$14,169 in the bank account.

MB reported that the WV Fairs and Festivals final report for FY-15 was submitted. But there is no notification about funding available in FY 2016.

At our June meeting, we will vote on our official FY-16 Commission budget, which will go into effect in July 1st.

Expecting a reduced insurance bill this fiscal year, because insurance company has re-valued Snow Hill. Only other outstanding FY 2015 bill is for the WV audit.

Acceptance of the Treasurer's Report was moved by SL and seconded by MB, and passed.

**WV GeoExplorer Project:** Bill Theriault reported on his current progress. BT is currently submitting a WV Humanities Mini Grant to digitize the Shepherdstown Register. He has finished cataloging the years 1844-1884 that was digitized and is now online. There are some line drawings derived from photos, but very few photos. Search is 'by issue' at this time. Torus has completed the digitization of the historic map for Middleway, with work on Shepherdstown scheduled next. Maps will be set up in a similar fashion to Harpers Ferry. BT is meeting with Harpers Ferry NP to see about other items in the regional history collection to add to the database. Still waiting to hear about grant request to City of Charles Town. Would like to use funds to digitize Charles Town minutes that are pre-civil war era. MB will discuss possible collaboration efforts with Seth Rivard, Charles Town Planning Department.

**Nomination of Beeler's Mill Wheel as JC Landmark:**

MB researched the history of the overshot wheel. The Ingersoll family has agreed to have the wheel listed. CC moved that we list the Beeler's Mill Wheel as a Jefferson County Historic Landmark. Seconded by CM and passed.

MB also updated the Commission on the status of our Packhorse Ford NR nomination. Application was approved by State of Maryland in October 2015, and currently waiting at the Department of the Interior in DC for an anticipated June approval and NR listing.

**Land Acquisition Policy:**

The JCHLC is working with the JC Farmland Protection Board to hold a series of community

meetings with landowners in the four Civil War Battlefield areas: Shepherdstown, Smithfield Crossing/Middleway, Summit Point and Harpers Ferry. The JCHLC would like to formalize a land acquisition policy to assist the discussions and clarify the JCHLC's interests in preservation of lands in both the Core and Study areas, as defined by American Battlefield Protection Program. CC moved to accept the draft proposal with words as amended in the ensuing discussion. SL seconded and the Policy was passed as edited by CC.

### **Merkam Tracts:**

The 16 acres of the Merkham Tracts are in both the Core Shepherdstown Battlefield and the Study Area, however not contiguous with the previous tracts recently acquired closer to the Cement Mill. NPS is still interested in becoming owners of the property at some point in the future. CM moved that we agree to hold the Merkham Tracts as the owners of the property. MB seconded and passed.

MB updated us on the Van Evera Tracts- they are proceeding to close in another month or so. ABPP agreed to fund half the closing costs.

### **Summer Projects:**

- A. Snow Hill well has been covered with a wooden platform. Discussion of maintenance items resulted in the following prioritization: Dismantling interior cabinet and moving indoors, toilet room demo and removal, front porch removal. Followed by building dehumidification, room cleaning, and lead abatement. MB met with Sheriff Dougherty to discuss adaptive reuse potential for Animal Control Department expansion.
- B. Marking Historic Districts: we would like to study how to identify the various historic districts throughout the county, possibly adding signage. Will need to review with WV Highway Department.
- C. Peter Burr Farm: kitchen plumbing upgrades are complete and Bread Bakers are satisfied. Next looking to install an appropriate wooden fence to help establish the boundary line. Also need to investigate a more durable information kiosk. Site clean up will continue based on Fairs and Festivals grant income.

### **JC Comprehensive Plan and JCHLC Long Range Plan:**

MB made a presentation to the Planning Commission outlining our requested Historic Preservation amendments to the Zoning Ordinance. Specifically discussed adopting our Classification System of Historic Resources and a delay of demolition clause for classified historic resources. Would like to incorporate a change of use ordinance to encourage adaptive reuse of historic resources. Scheduled to meet in June with Planning and Engineering Departments to start this amendment process.

John Demer introduced himself as the volunteer Shepherd University summer intern. Some possible documentation work needed on Mt. Airy, Rock Hall, Duffields Store. The Duffields Station is the 2<sup>nd</sup> oldest train station in the US. An adaptive reuse plan has been prepared by the Mills Group. JD is completing his draft on the Van Evera house, circa 1870. We will be deconstructing the 1960's house that is built closer to River Road.

MB moved that the meeting be adjourned, which was seconded by SL and passed at 8:45.