

Minutes
Jefferson County Historic Landmarks Commission
Charles Town Visitors Center - Charles Town, WV
October 15, 2014

Members Present: Martin Burke, Eric Jenkins, Sara Lambert, Carmen Creamer, Curt Mason. Guest: Bill Theriault

Minutes: S. Lambert presented Minutes for the September 17, 2014 meeting with handouts. Acceptance was moved by Curt Mason, seconded by Carmen Creamer, and passed.

Treasurer's Report: Carmen Creamer presented the treasurer's report with handouts. Current balance as of Oct. 15, 2014 is \$11,557.19. M. Burke moved to accept, seconded by C. Mason, and passed. Two further deposits will be made, one from PBF bread bakers and another from the Civil War Trust for demo costs for the Cornfeld house.

WV GeoExplorer Project: Bill Theriault reported on his current progress. Held meeting with Hood College GIS professor who may be interested in using Hood students to help map Jefferson County properties. Index to Wills for the entire 19th cent. will soon be searchable. Historic Shepherdstown has now digitized 1,600 photos, which will be shared with Bill and uploaded to GeoExplorer. Sanborn maps are going to be provided by Sara Lambert for Bill to upload to the database.

JCHLC Properties Update:

Peter Burr Farm: Harvest Festival was a success with approximately 60 in attendance. Jefferson County Schools 4th grade class visit to the Burr farm was cancelled because there were not enough docents to help with the program.

Snow Hill Farm: Meeting at Snow Hill on September 30th 2014, with three JCHLC Commissioners in attendance. Plan is to submit a WV Development Grant request for a roof replacement by March 2015 deadline. Discussion followed on which roofline to follow. Roofline has changed several times through the years of use. Awaiting report of inspection by structural engineer.

Discussion on possible request to take over the Old School at Snow Hill. C. Mason moved to explore the topic, Seconded by C. Creamer, motion passed.

Shepherdstown Cement Mill:

Cornfeld house demo is scheduled to take place by the next meeting and will be paid for by the Civil War Trust.

JCHLC Website Renovation: JCHLC website has been infected with a virus. Web contractor is trying to resolve the issue. Instead of paying to redesign our current site, JCHLC may be able to move web content to a new JC website in 2015 and fall under the larger Jefferson County Commission website since we are a county agency. Commission decided to move website when new site is available instead of bearing cost of redesign.

Annual JCHLC Calendar: Discussion of establishing a permanent month by month break down of activities to allow for better planning, workflow, assignment of tasks. Work calendar will be an internal document, but available to the public. Calendar will be adopted during long range planning discussions at beginning of 2015.

Commissioner's Reports:

- A.** Middleway BAD Building Survey: Final report is due at the end of the year and grant complete. Results may have applicability to other areas in JC.
Note: record attendance this year for Middleway Days despite rainy weather.
- B.** Reliving History Inc. has not held any meetings in the last month.
- C.** 1st Annual Historic Preservation photo contest will be presented by the Jefferson County Photography Club, Jefferson Arts Council, and JCHLC. Photo contest will open in November and winners announced in April 2015. Images selected will be placed on exhibition and a calendar for 2016. All photos will be taken in Jefferson County.
- D.** JC Landmark Owners Listing: continuing to gather addresses and phone numbers for all Historic Landmark property owners.
- E.** JCHLC will be working with JC Farmland Protection Board and Land Trust for Eastern Panhandle in 2015-16 to inform property owners about conservation easements for property within designated Civil War battlefield, work funded by an American Battlefield Protection Program grant.
- F.** Allstadt /Gibson Project: Property transaction closed today October 15th 2014. The Civil War Trust now owns the 13-acre tract. A conservation easement will be placed on the property. Wilt Fruit Stand and the Flea Market will be closed by April 2015.
- G.** Packhorse Ford National Register nomination passed through the Maryland Historical Trust review and will be forwarded to Keeper of National Register at some point. JCHLC is now considering its next National Registrar nominations. Rock Hall and Johnstown are two possibilities.
- H.** Two workshops on Historic Preservation Tax Credits will be held on Oct. 27 in Shepherdstown and 28th in Charles Town. Legislative goal for 2015 is to change the definition of a historic structure.
- I.** Commissioners were encouraged to sign up for Open Government training on Roberts Rules of Order

Miscellaneous

JCHLC sent a letter commenting on site plans for church expansion at Flowing Springs Road and Daniel Road and effect on nearby historic resources.

December article and photo spread is planned for the Observer newspaper. Article will showcase properties that were added as Jefferson County or National Register landmarks in 2014.

Brief discussion of 2015 goals: One is to host an Ameri-Core participant working fulltime with Landmarks on various projects. Funding will need to be provided for this.

Adjourned 8:50 pm