

Minutes
Jefferson County Historic Landmarks Commission
Byrd Center for Legislative Studies, Shepherd University
October 21, 2015

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

Minutes: Minutes of the September 16, 2015 meetings were submitted and distributed by Sara Lambert. Acceptance was moved by CC, seconded by CM, and passed.

MB announced that per the direction of the Jefferson County Commission, all future JCHLC meetings will be audio recorded as a supplement to the written minutes.

CC encourages our new County Commission liaison Eric Bell to attend our next meeting as well.

Treasurer's Report: CC presented the treasurer's report, with updated handouts distributed. We currently have \$15,900 in the bank account. We received income from the County Commission, Bread Bakers and Fairs and Festivals grant. Our larger expenditures were for the WV State Auditor and maintenance at Snow Hill. We are predicting a decrease in the Hotel-Motel tax receipts going into the winter months. We are expecting to reallocate \$1,000 Harvest Fair funds to the spring Home and Garden Tour event at Peter Burr Farm. Acceptance of the Treasurer's Report was moved by CM, seconded by EJ and passed.

WV GeoExplorer Project: Bill Theriault has been holding meetings with Harpers Ferry Park and WVU History Department and working on a grant to digitize Storer College Library materials. Proposal is due Feb 1. He has created profiles for all well known Storer College
Changes to the JCHLC Historic Resources inventory database: MB presented a list of changes and updates to the Landmarks Commission's inventory. Some data is corrected via our common link with the JC Assessors' Office data base. CC moved we accept updates #1-13 as presented, CM seconded, and passed.

Discussion of NR and CL priorities: MB presented a spreadsheet of Jefferson County NR and County Landmark properties. Discussion followed to evaluate which County Landmarks should we consider for NR nomination. JCHLC will invite Shepherd University historic preservation class to pick properties that lack documentation to add to our files. Discussion on rescinding CL status from listed properties, unless property has been destroyed. Landmarks Commission will consider downgrading properties that are currently Category I, if information is presented to demonstrate property has been changed or altered since original nomination.

National Conference of State Historic Preservation Officers Nov 1-3: The conference coordinator selected the Bavarian Inn as the location for the JCHLC hosted hors d'oeuvres reception. Landmarks voted to allocate \$300 toward the event. Middleway Conservancy has also committed \$200 to co-host with us. MB will select food trays for the event that work with that budget.

Peter Burr Farm: The Harvest Fair event was held October 17th. The Reliving History group is committed to assist with the spring Home and Garden Tour April 23-24th at PBF. The Bread Bakers will also participate. The upstairs of the main house will be cordoned off and not available for the tour.

Shepherdstown Battlefield: Van Evera property went to closing at the end of September and is now owned by the Civil War Trust. Landmarks has permission to start process of demolition of the Stum house after Section 106 clearance.

CWT also took possession of another 15 acres in the battlefield at the end of 2014 – the Merkhams Tracts – Landmarks was not asked to assist with that transaction.

Snow Hill: We have received our corrections and suggestions to the roof replacement bid document from our grant monitor, The Mills Group. The deduct alternate proposal of a mechanically fastened metal panel roof was rejected. A deduct alternate paint-on type plastic seal coating was offered by the monitor. Landmarks decided to bid only our base bid: standing seam metal roof. SL to finalize bid document and prepare public bid notice.

Commissioners' Reports

- A. Jefferson County Courthouse: CC updated Landmarks on the status of the landscaping. A row of shrubs were installed, to the clear recommendations of the Landmarks Commission. There are no historic images that show any shrubbery. Appropriate landscaping would have been solely lawn. MB will contact JC maintenance and County Commission to discuss.
- B. AmeriCorps recruiting: MB updated Landmarks, Heidi Carbaugh was terminated and currently recruiting for a replacement to start in the new year.

At the conclusion of tonight's meeting, all are encouraged to attend a lecture by Dr. Karen Grey about the history of Boteler's Cement Mill on the Shepherdstown Battlefield.

CM moved that the meeting be adjourned, which was seconded by CC and passed at 7:00.