



**Meeting Minutes**  
Jefferson County Historic Landmarks Commission  
7pm – County Commission Room, Charles Town Library  
Charles Town, WV  
November 8, 2017

Members Present: Martin Burke (Chair), Sara Lambert, Leigh Koonce, Ben Horter, Jack Hefestay  
Guests: Bill Theriault, John Demer, Lauren Kelly, Peter Onoszko, Paul Rosa...

Burke called the meeting to order at 7:01 pm.

- I. Introductions of new Commissioners
  - A. Jack Hefestay
  - B. Ben Horter

**II. Public Comment:**

Paul Rosa noted that the Old Standard Quarry Easement closed on Oct 31. An additional access provision to reach the landlocked property was not included. He encouraged the JCHLC to make stronger efforts for public access easements in the future. He also stated that he would like to see the JC Courthouse bollard returned to the front of the Courthouse, to provide greater protection for the building. He feels that the plaque located on the Courthouse serves as a historical record of the interests of the citizens of JC at that moment in time.

**III. Minutes for September meeting – Submitted by Sara Lambert**

Hefestay moved to approve the minutes, Koonce seconded, and passed.

Peter Onoszko stated he is unable to open the emailed meeting minutes attachment. Burke agreed next month's minutes will be sent in .pdf format.

**IV. Treasurers Report**

Burke explained that the commission is between treasurers. Curt Mason has moved to North Carolina, and new commissioner Jack Hefestay has agreed to act as treasurer. The commission is on track to expend all funds for fiscal year. The landmarks commission operates on a cash basis. Burke noted that the commission is currently in the midst of the annual financial audit by the state of WV for FY-2016.

Koonce moved to approve the treasurers report, Hefestay seconded, and passed.

**V. The WV GeoExplorer Project**

Bill Theriault announced that the project received a Two Rivers Grant for \$1500, but that it needs \$5,500 total. He has met with Tori Myers, the Assessor's Office and has started looking for a programmer to make the

necessary updates. In the meantime, they are working on a Kickstarter project. Ideally, the project needs \$10,000. The software is 10-12 years old and needs to be replaced. Theriault is continuing to add content.

## VI. Snow Hill

Burke noted that the chimneys had recently been repointed, and that a contractor is currently working to replace one section of the roof on a small addition on the back of the house. Burke continued by saying that maintaining the commission's properties is a strain on the Commission's limited resources. The next project is to decide what parts of the building must be saved if the commission passes Snow Hill to Rock Spring Church. The commission has a plan showing it adaptively upgraded for office use. The cost to make Snow Hill habitable is estimated at \$350,000. The commission is proposing to create a preservation easement that would accompany the structure in perpetuity. Various JC agencies have declined taking ownership because of the steep costs associated with updating the structure.

## VII. AmeriCorps Member Report

Kelly said she is waiting for to hear back from the CVB about the grant to print the courthouse brochure. There are inquiries about the Civil War and John Brown driving tours, but those are prohibitively expensive to print. Theriault suggested an app. Burke mentioned Clio as a potential mobile app the landmarks commission could use to add the driving tours to an existing platform. Theriault suggested using data we already have might be preferable and that we could create an app with our current GIS map.

There was then some discussion about concerns related to nominating the county courthouse as a national historic landmark: restrictions on maintenance, additional paperwork, the potential cost of having someone from the National Park Service visit Charles Town to determine the building's eligibility. Kelly said she would contact the National Park Service for specifics before the landmarks commission asks the county commission for permission to at least determine whether the building is eligible.

Koonce moved to have the NPS determine courthouse eligibility as a national historic landmark, Hefestay seconded, and passed.

Work on *The Rocks* national register nomination has been put on hold, but Kelly hopes to return to that soon.

## VIII. Announcements and Reports

### A. Zoning ordinance

Burke said there has been some issues with word choices and definitions, but that the preservation ordinance should be approved by the planning commission soon and sent on to the county commission for a public hear and decision.

### B. Jefferson County Courthouse Committee

Koonce said that the gates and pillars would be put back soon, that they were removed to allow construction equipment in the courthouse yard. The county clerk would like a street number on the building.

### C. Status of the Old Standard Easement

This easement is for 200 acres adjacent to Harpers Ferry National Historic Park. It was recorded on October 31, 2017. The JC Landmarks Commission was the local government agency that allowed \$950,000 to be passed from the American Battlefield Protection Program land acquisition grant. These funds were forwarded to the Civil War Trust. The West Virginia State Historic Preservation Office will

hold and enforce the terms of the easement. The easement allows the essence of the historic landscape to be preserved.

D. Status of Wild Goose National Register nomination

The nomination was approved at the state level. The WVSHPO signed off on the nomination on October 31, 2017. It is now with the NPS in DC. They have 45 days to make some determination.

E. Status of Johnstown Church nomination as a Jefferson County Landmark

This church was the first free black church in the county. It is off Wiltshire Road. Demer has sent the nomination to the church elders for their approval.

Burke announced that the landmarks commission won a preservation award for the organization's service from the WVSHPO. Demer received the award on behalf of the commission in Wheeling. The award and presentation pamphlet were presented to the commission.

Koonce requested that the commission compose a note for James Tolbert's widow in appreciation for his work in the history and preservation in the county.

Burke motioned to make Hefestay treasurer until March 2018, Lambert seconded, and passed.

Hefestay moved to adjourn,

Meeting adjourned at 8:05 pm.