



Meeting Minutes
Jefferson County Historic Landmarks Commission
7pm – County Commission Room, Charles Town Library
Charles Town, WV
December 13, 2017

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

Burke called the meeting to order at 7:01 p.m.

I. Public Comment

None

II. Approval of November Meeting Minutes – Submitted by Sara Lambert

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

III. Treasurer's Report - Hefestay

Hefestay announced there is currently \$14,760.17 in the account. The amount adjusted for checks written but not cashed is \$13,732.33. At the next meeting the commission will be going over the budget for the coming year. Michelle Gordon, the county commission's director of finance, has just received preparations for budget hearings for next fiscal year. The JCHLC's funding is mandated. Burke will ask for an increase based on an estimation of the hotel/motel taxes. Koonce would like to make sure there's a chance for the JCHLC to comment before Burke goes before the county commission.

Horter moved to approve the treasurer's report, Burke seconded, and passed.

IV. Discussion and VOTE on Accepting Duffield's Depot

Jack Snyder of Duffields Depot, Inc. is not in good health, and the result of earlier discussions was that the JCHLC would consider holding title to the property. Duffields Depot is on the National Register of Historic Places; it is the 2nd oldest train station in the U.S. and on the original B&O line.

Burke pointed out that the JCHLC budget is stretched. The JCHLC currently holds title to 50 acres of battlefield land in Shepherdstown, Snow Hill, and Peter Burr farm.

John Restino from Duffields Depot, Inc. said they received funds from the state development grant for the roof. They have stabilized the stone structure, but it needs one gable end sealed. Duffields Depot, Inc. lost its incorporation and 501c3 status, but those things are being arranged so that the organization can transfer the deed.

A local contractor quoted \$3500 to take down the collapsed wood portion. It would cost less than \$10,000 to mothball the stone structure, which would include sealing the walls, pumping the basement, and correcting the drainage around the building.

The JCHLC would like to turn over Snow Hill to a willing renovator, which would lessen the financial burden of its property holdings.

Burke moved to accept Duffields Depot & its property (approximately 1 acre), Koonce seconded, and passed.

V. Announcements and Reports

a. Status of Historic Preservation Zoning Ordinance – Burke

Last night, the planning commission voted to send on the first text amendment that deals with historic preservation to the county commission. Onoszko said the first commission meeting of the year is January 4. A public meeting will probably be in the afternoon before the meeting, but it is more likely this will not be voted on until January 18, 2018.

b. JC Courthouse Committee – Koonce

Bill Polk, the county's maintenance director, wants to know if a door can be replaced on the side of the building as well as light fixtures on the way to the probate office. The county commission requested not to change them. At the next meeting, the committee will hopefully hear more about the requested changes. Burke pointed out that there is a state fund for courthouse renovations and that the JCHLC can ask Sara Lambert to visit the courthouse and give an opinion on the door and lighting. Koonce added that maintenance is still in the process of putting the gates back on the pillars, and it should happen soon.

c. Status of *Wild Goose* NR nomination – Demer

Barbara Wyatt said the review will be done by December 18, and Demer believes it will be positive.

d. Status of *Johnsontown Church* nomination as a JC Landmark – Demer

Two months ago, Demer sent a package to Russell Roper, who is still reviewing the material. Mr. Roper's son is going to remind his father that this is an active project he would like to advance.

e. Status of Roxul - Section 106 review- Horter

Roxul is building a rock wool insulation factory in the Bardane area. Horter attended a breakfast meeting at Hollywood Casino. They are already moving dirt. Their 106 was approved. This is part of the National Preservation Act - any federal undertaking must comply and take into account potential damage to historic resources. Burke is going to call the nearby fruit research station to make sure they're aware of the pollution that will be caused by the new insulation plant.

f. Status of Rte. 340 – MOU with WVDOH – Horter

The MOU was already approved. Because of 106 compliance for the extension of Route 340, the JCHLC will be given funds to pay for National Register research for the affected farms. Submission of the nominations will be based on the research and whether the JCHLC can secure the owners' approval.

g. Status of preservation easement for Snow Hill/Poor Farm – Horter

Horter has been going through the information. Burke would insist that any utilities are buried.

h. Status of interpretative projects – Kelly

The courthouse brochure has been printed. Kelly is working on an interpretive panel for the Roxley-Coyle cemetery by Snow Hill.

i. Status of NR nomination – *The Rocks* – Kelly

Kelly is continuing to work on this between projects.

j. Research on nominating the JC Courthouse as a NHL – Kelly

The NPS says there are no restrictions for NHL owners unless federal funds are being used. Burke will ask the county commission for permission to have the courthouse nominated. Kelly will write a briefing statement explaining the significance of the courthouse and its historic integrity, which will be sent to the NPS for review. NPS will send a representative to determine whether the building is eligible, then a nomination will need to be written. A large amount of research has already been done with Judge Sanders' article and Kemnitzer's historic structures report.

VI. JANUARY 2018 JCHLC MEEING – CANCELED

The meeting in January is cancelled, but Burke will make sure the commissioners get the budget before going to the county commission.

Hefestay moved to adjourn, Horter seconded, and passed. The meeting adjourned at 7:51 p.m.