



2018 PROJECTS December 31, 2018

Financial Management

1. Apply for a P-Card – **Decided not to apply**
2. FY-16 audit – **Complete 11/28/18**
3. FY-17 and FY-18 single audit
4. FY-19 Budget - **hearings in February - Complete**

Peter Burr Farm

1. Renew MOU for mowing and use - JCPRC and JCHLC - Complete
2. Update PBF master plan
3. Upgrades and maintenance
 - a. Install grease trap in kitchen
 - b. Flatten barn floor – **Complete April 2018**
 - c. Realign barn stairway to the 2nd floor – **Complete April 2018**
 - d. Install safety railing in barn
 - e. Paint main house
4. Archeology collection rehousing
5. Creation of a Peter Burr Farm Arboretum
 - a. Create a ten-year plan for evolving on site flora & removal or control of invasive species
6. Storm Water management & sink holes

Snow Hill/Poor Farm

1. Write preservation easement and attach to deed – **Complete October 2018**
2. Notify public that the building and property are for sale or gift

Duffield's Depot

1. Transfer property title to JCHLC – **Complete 2/8/18**
2. Fundraise for building - **Ongoing**
3. Demolish collapsed wooden addition & site cleanup – **Complete 12/10/18**
4. Contract for an engineering study of surface and ground water
5. Secure & mothball the building

Jefferson County Civil War Battlefield Projects

1. Shepherdstown Battlefield
 - a. Lobby for Antietam National Battlefield boundary expansion
 - b. CWT Park Day April 14, 2018 – **Complete April 2018**
 - c. Apply for WV Development grant – stabilization of the ruins - **no matching funds**
 - d. Apply for an ABPP grant - Phase I archeology of the Shepherdstown Cement Mill, Packhorse Ford, and Shepherdstown Battlefield
 - e. Eyler & PHF, LLC Tracts
 - i. Fundraise for Eyler house asbestos abatement & house demolition – **Complete May 1, 2018**

- ii. house demolition
 - iii. Conservation easement
- 2. Harpers Ferry
 - a. Monitor development of outdoor resort plans
- 3. Smithfield Crossing/Middleway projects
 - a. Support Middleway Conservancy efforts
 - b. Commercial Liability Partners - land acquisition
 - c. Lake Louise
- 4. Summit Point
 - a. Support battlefield friends group
 - b. Kubic property acquisition?
 - c. Section 106 Review report _ Magaha easement – **Complete May 25, 2018**
- 5. Williamsport Action
 - a. JCFPB project

NR projects and documentation of historic sites

1. Submit supplemental NR nomination information for all current NR properties
2. Apply for National Historic Landmark status for JC Courthouse – **NPS staff visited May 7, 2018**
3. NR nomination - *Wild Goose* – Demer – **Complete April 20, 2018**
4. NR nomination –*The Rocks* – Kelly – **SHPO Office visit May 7, 2018**
5. JC Landmark nomination *Johnsontown Church*- Demer – **Complete March 14, 2018**
6. NR nomination *McMurrin Farm* - **owner approval April 3, 2018** – Nomination development assigned to **J. Demer**
7. Identify one addition property to begin NR nomination process
8. Research ways of adding HR survey data to database in GIS Office
9. Update online information; Maps and database - **Complete**
10. Route 340 NR research
11. Belvedere - Major subdivision- BZA Appeal - **Complete June 28, 2018**
12. JCHLC Nomination *Rose Lawn*

Education Projects

1. Host an AmeriCorps member, Lauren Kelly – **Complete August 24, 2018**
2. Host a part-time AmeriCorps member, Meaghan Papeika - **ongoing**
3. Host a Shepherd University a summer intern – Amanda Harmon Geomatics
4. Make **Clio** entries on historic sites in JC
5. Quarterly article in the *Observer* – **Started in February 2018**
 - a. **May National Historic Preservation month**
6. Teacher Training Materials
 - a. Burr Farm
 - b. Teaching with historic places
 - c. Teaching architecture
7. Seek funding for semi-annual speaker series: Topics include
 - a. Rural Design Standards for Jefferson County
 - b. Adaptive reuse and local zoning
 - c. Adaptive reuse of agricultural structures

WV GeoExplorer Project

1. Future for WV GeoExplorer Wiki– possible home(s)
 - a. APUS
2. Funding possibilities for WV GeoExplorer
 - a. Jefferson County Historical Society

- b. APUS

Morgan's Grove Historic District

1. Monitor progress on the Shepherdstown bike path and its impact on historic sites
2. Williamsport Action Civil War Battlefield
3. Highway marking signs - MGHHD
4. Create a friends group
 - a. Community Club project: **Met with CC Board September 12, 2016**
 - b. Rev War Activity – Annually in July?
 - c. Corporation of Shepherdstown?

Middleway Historic District

1. Support Middleway Conservancy projects

Projects to work on with Engineering, Planning, and Zoning Department

1. Text amendments Zoning Ordinance to include Historic Preservation - **Enacted March 29, 2018**
2. Delay of demolition ordinance for historic structures
3. Sharing a part-time employee with Office of Planning

Blakeley Easement Project

1. Create and assign conservation easement portion to LTEP
 - a. Baseline survey – contract with Mark Schiavone
 - b. Prepare easement in conjunction with LTEP
 - c. Budget for contribution to LTEP stewardship fund, \$1,000 per year for five years
2. Create an annual monitoring program for the preservation easement

Heritage Tourism

1. Lobby for Antietam Battlefield boundary expansion
2. Lobby Corporation of Shepherdstown to create, plan and execute events on the Shepherdstown Battlefield & Packhorse Ford, e.g. Potomac River Walk, reenactments, etc.
3. Washington Homes Tour in JC - based at Happy Retreat
4. Reformat & reprint driving tours
5. Produce a Washington Homes brochure
6. Produce a Beeline March brochure – **Complete November 26, 2018**
7. WV Road signage – historic districts and battlefields
8. Lobby **Journey Through Hallowed Ground National Heritage Area** for inclusion of Shepherdstown and Charles Town – **(2019)**
9. Install two War Department signs on Shepherdstown Battlefield – **Complete August 10, 2018**
10. Pull off design and construction – Shepherdstown Battlefield – **Complete May 28, 2018 only in highway RW**
11. Signage for bike trails along/on Civil War troop march routes
12. Construct viewing platform off River Rd of the Cement Mill ruins, Scout project?
13. Construct a walking path connecting Shepherdstown and the Cement Mill – **impractical**

Fundraising and Grants

1. Establishment of fundraising committee
 - a. Leigh Koonce
 - b. John Allen, Walter Washington, Doug Perks, Liz McDonald
2. Submit projects grants as appropriate
3. Focus on *Our History, Our Community* Fund at EWVCF Goal: \$100,000
 - a. Budget line item of \$2,000 per fiscal year -

4. Other Designated Funds at EWVCF
 - a. Katherine Burr Jackson fund for the Peter Burr Farm – \$10,000
 - b. Reliving History Fund at the Peter Burr Farm - \$11,500

Partnerships

1. Joint meeting with JC Historical Society
2. Partnering with JC Parks and Rec – **renew MOU for use of the PBF November 2018**
3. Partnering with JCCVB on heritage tourism projects
4. Partnering with JCFPB on Farmland/Battlefield land easements
 - a. Magaha parcels – Section 106 report - **Complete May 25, 2018**
5. Partnering with JC Arts Council on a JC Chamber of Commerce Leadership Jefferson scholarship