



Jefferson County Historic Landmarks Commission
February 13th, 2019
Jefferson County Meeting Room

Members present: Martin Burke (Chair), H.S. Leigh Koonce (Secretary), Jack Hefestay (Treasurer), Ben Horter, Tony Troxel

Guests present: John Demer, Meaghan Papieka, Tish Wiggs

Mr. Burke called the meeting to order at 7:04 pm.

Mr. Burke was unable to introduce Caleb Hudson, the new Jefferson County Commission liaison, as he was absent and had not responded to any communications from the JCHLC.

Mr. Burke acknowledged the death of Bill Theriault on January 12, 2019, a former chairman of the JCHLC and active volunteer. Memorial contributions were to be sent to Wayne Braunstein, to support the artisan bread baking program at the Peter Burr Farm.

No public comment was heard.

December Minutes: Mr. Hefestay moved to approve the minutes with one correction, changing “internal” to “self” in relation to the audit he performed. Mr. Troxel seconded the motion which passed unanimously.

Treasurer’s Report: Mr. Hefestay reported the balance stands at \$28,310.21.

FY19 and FY20 Budgets: Mr. Burke offered an overview of the FY19 budget status. Mr. Burke said no events will be held at the Peter Burr Farm this fiscal year which qualify for the Fairs and Festivals grant received from the state. If the grant is turned over to the Jefferson County Parks and Rec Commission, Mr. Koonce asked that Mr. Burke request it be used to offset the JCHLC’s payments to Parks and Rec for mowing. Mr. Burke is requesting an additional \$2,500 in the FY20 budget for the endowment fund.

FY19 Projects List: Mr. Burke reported a \$500 grant was awarded by the CVB to print additional driving brochures. Park Day is scheduled for Saturday, April 6th.

Court House Committee: Mr. Koonce asked Mr. Burke to relay information about the proposed glass enclosure Sheriff Pete Dougherty has requested to be placed in front of the Court House. Mr. Koonce moved to empower the chairman to send a letter to the County Commission, Sheriff, and

Charles Town Landmarks Commission opposing the erection of any structure in front of the Court House. Mr. Horter seconded the motion which passed unanimously. Mr. Koonce asked if anyone present had any information relating to the continued use of the Teen Court Building by the Tax Office. No updates were available. Mr. Koonce indicated the Court House Committee wishes to move forward with some small exhibits in the old County Commission room in the Court House. Mr. Burke reported he received a call from Catherine Smith with the National Capitol Region Parks. Her agency wants to hire a researcher to work on the National Historic Landmark nomination for the Court House.

AmeriCorps Report: Ms. Papeika updated the HLC with regard to outstanding grants. She offered a report relating to Facebook traffic. Mr. Koonce suggested the JCHLC establish an Instagram account. No opposition was heard and Ms. Papeika will work on it.

Eyler Tract: Mr. Burke indicated no further progress has been made owing to the continued poor weather and flooding. The demolition permit expires in May and if the work can't be done by then, a new application will be filed.

McMurrin Farm Nomination: Mr. Demer reported the nomination is in the final stages. Mr. Burke will have an additional national register project soon.

Site Plans: A site plan review was heard by the Planning Commission for a medical facility to be built near the Sheetz in Shepherdstown, next to the proposed Rocs gas station. No letter was received by the Planning Commission from the JCHLC because materials were not provided by the developer to the JCHLC. Mr. Koonce asked Mr. Burke to contact the Planning Office and request they remind all applicants, in the future, of their responsibility to submit site plans to the JCHLC for review.

Farmland Preservation: Mr. Burke mentioned the Farmland Preservation easement granted to the Magaha Farm on Rt. 51.

GeoExplorer Project: Mr. Burke reported the funding that was allocated for work on this project is being released as a group of individuals will be donating their time to update the system.

Mr. Burke adjourned the meeting at 8:30 pm and no opposition was heard.

Respectfully submitted,

/s/

H.S. Leigh Koonce, Secretary
Jefferson County Historic Landmarks Commission