



COMPLETED PROJECTS 2021

Financial Management

1. FY-20 Audit – **Complete April 2021**
2. FY-22 Budget presentation – **Complete February 8, 2021**
3. FY-22 Budget approval – **Final approval August 18, 2021**

Peter Burr Farm

1. Renew MOU for mowing and use - JCPRC and JCHLC – **Complete May 2021**
2. Update PBF master plan and create a JC arboretum that includes JC School property
3. Upgrades and maintenance
 - a. Install grease trap in kitchen
 - b. Paint main house
 - c. Repoint chimney on main house kitchen – **Complete December 4, 2021**
4. Archeology collection rehousing

Duffield's Depot

1. Fundraise for building preservation – **ongoing**
 - a. Apply for CSX grant – **Received \$2,500 April 26, 2021**
 - b. Apply for Home Depot Grant – **Not applicable to this project**
2. Contract for grounds maintenance – **Complete April 2021**
3. Rehabilitate the building as the Duffields Depot Museum
 - a. Apply for 2 building permits – **Complete March 17, 2021**
 - b. Replace exterior doors – **Complete October 23, 2021**
 - c. Roof replacement & add gutters – **Complete April 12, 2021**
 - d. Structural replacement of main beam – **Complete August 8, 2021**
 - e. Remove debris – **Complete August 8, 2021**
 - f. Solve the water problem in the basement/crawl space
 - g. Run electricity into building
 - h. Construct front steps
 - i. Replace west gable end with stone
 - j. Replace north side flooring, heart pine
 - k. Determine interior paint colors
 - l. Preservation and replacement of interior details
 - m. Construct/purchase a handicap access ramp to south door
 - n. Create historic furnishings plan – **Draft complete December 30, 2021**
 - o. Begin planning interior exhibits/interpretive panels

Jefferson County Civil War Battlefield Projects

1. **Shepherdstown Battlefield**
 - a. Lobby for Antietam National Battlefield boundary expansion
 - b. ABT Park Day April 2021 – **Not conducted because of COVID**
 - c. SBPA fall cleanup – **Complete November 15th**
 - d. Easement monitoring with LTEP – **Complete December 1, 2021**

2. **Smithfield Crossing Battlefield**
 - a. Support Middleway Conservancy for battlefield land acquisition
 - b. Sidewinder Enterprises LLC land acquisition?
 - c. Lake Louise
3. **Summit Point Battlefield**
 - a. Support battlefield friends' group
 - b. Kubic property acquisition?
4. **Williamsport Action**

NR projects and documentation of historic sites

1. Continue verifying 2004-2007 JCHLC inventory - **Ongoing**
2. Submit supplemental information for any current NR properties
3. National Historic Landmark status for JC Courthouse – **nomination approved by NHL Committee on October 21, 2021. The nomination will be presented at next meeting of the NPSAB in 2022**
4. NR nomination *Taylor's Landing/McMurrin Farm* – **Complete April 19, 2021**
5. Research ways of adding HR inventory data to database in GIS Office
6. Update online information, Maps and database
7. NR nomination *Haines House* - **nomination currently at SHPO**
8. NR Nomination *Beeler's water wheel*, - **nomination currently at SHPO**

Education Projects

1. Apply full-time AmeriCorps Member for 2021-2022 – **Complete in March 2021**
2. Select AmeriCorps Member– **Complete August 16, 2021**
3. Maintain social media presence, Facebook, and Instagram - **Ongoing**
4. Seek funding for semi-annual speaker series: Topics might include:
 - a. Rural Design Standards for Jefferson County
 - b. Adaptive reuse and local zoning
 - c. Adaptive reuse of agricultural structures
5. WV GeoExplorer Project
 - a. Future for WV GeoExplorer

Morgan's Grove Historic District

1. Monitor progress on the Shepherdstown bike path and its impact on historic district
2. Monitor Toll House Woods development
3. Highway marking signs - MGHD
4. Create a friend's group for MGHD
 - a. Community Club project?
 - b. Rev War Activity – Annually in July
 - c. Corporation of Shepherdstown?

Middleway Historic District

1. Support Middleway Conservancy projects
2. Design standards for Middleway Historic District– **No comments on draft from MC**

Kearneysville Methodist Cemetery

1. Apply for grant from the Helen Parker Willard Fund – **\$4,000 Grant received April 2021**
2. Contract to remove dead and dying Ash trees – **Complete September 2021**
3. Reset headstones – **Ongoing**
4. Final report – **Complete October 26, 2021**

Projects with Engineering, Planning and Zoning Department

1. Delay of demolition ordinance for historic structures
2. Sharing a full-time employee with Office of Planning & Zoning

Route 340 Mitigation

1. Hired contractor, Maral Kaliban, to research and write
 - a. NR nomination for *Spring Grove/Olive Boy* – **Complete May 17, 2021**
 - b. Extensive Documentation of *Glenwood*
 - c. NR nomination for *Oak Hill*?
 - d. Written history of southern Jefferson County along 340 corridors

Blakeley Easement Project

1. Assign conservation easement portion of 1988 easement to LTEP
 - a. Baseline survey
 - b. Prepare easement in conjunction with LTEP
 - c. Budget for contribution to LTEP stewardship fund, \$2,500 per year for two years

Snow Hill/Poor Farm Easement Monitoring

Meet with representatives of the Rock Spring Church

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. WV Road signage – historic districts and battlefields
4. Signage for bike trails along Civil War troop march routes
5. Write and distribute *Duffields Depot* brochure – **In draft waiting for funding to print**
6. Work with Civil War Trails to add Middleway as a site on the Civil war trail
7. Apply for a SHPO Survey & Planning Grant – **Complete November 12, 2021**

Fundraising and Grants

1. Submit project grants as appropriate
2. Focus on JCHPF at EWVCF: **Complete reached initial \$100,000 goal September 22, 2021**
 - a. JCHLC budget line item of \$1,500 every fiscal year – **Complete June 22, 2021**
3. Other Designated Funds at EWVCF
 - a. Katherine Burr Jackson Fund for the Peter Burr Farm market value \$15,989 as of 12/2020
 - b. Reliving History Fund for the Peter Burr Farm market value \$19,377 as of 12/2020

Celebrating Historic Preservation Month – May Start planning a month-long campaign for 2022

- a. Article in the *Observer*
- b. Art show in conjunction with the high schools' art departments
- c. Two to four lectures

Partnerships

1. Joint meeting with JC Historical Society
2. Joint meeting with four historic district commissions
3. Partnering with JCCVB on heritage tourism projects
4. Partnering with JCFPB on Farmland/Battlefield land easements