



**Jefferson County Historic Landmarks Commission
Meeting Agenda**

Wednesday, April 9, 2025, 7:00 p.m.

Location: County Commission Meeting Room located in the lower level of the Charles Town Library (side entrance on Samuel Street) 200 East Washington Street, Charles Town, WV 25414

Agenda

1. Public Comment
2. Introduce new commissioners: John Henry Dale, Leigh Koonce, and Lyle Rush. Select officers (secretary and treasurer).
3. Review and Approve Minutes from February meeting
4. Treasurer's Report
5. Reports and Announcements
 - a. Status of website and social media (Americorp Member, Elizabeth Nicholson)
 - b. JC Cemeteries - Projects and updates (Addison Reese)
 - c. Birdhill development site visit (David Carroll)
 - d. Updates on JCHLC Properties. Discuss mowing contracts with Kenny Shipley and Parks and Rec. Potential volunteer opportunities at JCHLC properties.
 - i. *James Osbourn Farm*
 - ii. *Duffields Depot*
 - iii. *Peter Burr Farm*
6. New Business
 - a. Approve brochure order (A Contested County, The Jefferson County Courthouse, The Shepherdstown Cement Mill)
 - b. Discuss applying for another year term for Americorp Member.
 - c. Discuss archeological survey requirements for major subdivisions and need to develop clearer written standards and expectations.
 - d. Discuss the future of the historic buildings in Charles Town that will be vacated and sold by the county as offices move into newly purchased buildings. Discuss adaptive reuse potential for the county courthouse (National Historic Landmark) and applicable grant opportunities to be presented to the county commission at a later date.