

MINUTES

Hampshire County Historic Landmarks Commission

Hampshire County Courthouse, 2nd Floor Courtroom

Wednesday, March 22, 2023

Call to Order- Chair Jean Shoemaker called the meeting to order at 2:05 PM

Pledge of Allegiance- Chair Jean Shoemaker asked Steve Bailes to lead the Pledge of Allegiance to the Flag.

Roll Call: Members present: Jean Shoemaker, Brenda Hiatt, Steve Bailes, Carol Shaw, Alanna McGuinn.

Minutes: The minutes from the February 22, 2023, meeting were approved as read.

Financial Report- No report given. Our \$100 is being held by the Planning Department until we establish an account. (Reminder: Per Amanda Barnes, at the last meeting, reimbursements for postage costs to send the Grant to WVSHPO should be given to Eric Strife.)

Old Business-

- A. 2022 Hampshire County Cemetery Survey Grant- WVSHPO should be notifying Grant applicants very soon.
- B. Artifacts Housing - The WV Deaf and Blind School has a building on their campus that can be used by businesses or organizations. Jean will contact them to find out if this might be a suitable location for our artifacts.
- C. GW 1753 Trail Signs: A \$1,000 Hampshire County Grant has been applied for prior to the March 3rd deadline.

There are several areas of research still needed before moving forward with this project. The \$1K Hampshire County Foundation Grant, should it be awarded to HCHLC, will need to be accepted or declined depending on whether approval can be granted from the WV DOH for these specific signs to be used. Per John Wunderlick other states have not allowed them due to their shape being too similar to Railroad signs. We still need to investigate the cost of the project, and then gain the approval of the Hampshire County Commission for not only the project but the financial help to complete it should it be beyond the \$1k grant we hope to get. Jean will contact the WV DOH.

John Wunderlick forwarded a contact for the Operations Manager of UNICOR Services Business Group which works with the WV Prison system using inmates to manufacture signs. John Dawson:
John.dawson2@usdoj.gov 301-784-1519 (work); 202-308-23 96
FCI Cumberland
14601 Burbridge Rd, SW
Cumberland, MD 21502

A road trip and lunch work session will be held by the HCHLC members on April 5th, to visit the signage locations that John Wunderlick suggested (and placed flags to mark) along Routes 29 and 127.

New Business

A. Independent Commission- Transition & Budget

- a. The HCHLC is in the process of reviewing a transition plan to break away from the Planning Commission and begin as an independent commission (still under the HCC) as of July 1, 2023. On-going. Must be ready to present to HCC prior to July 1st, 2023.

B. Review and Update By-Laws (SHPO guidelines) The HCHLC is in the process of reviewing our By-Laws, Rules and Regulations, in case any changes might be helpful. On-going.

Carol Shaw is looking into other county landmark commission by-laws. Jean Shoemaker will reach out to WVSHPO to get more guidance on what they expect and what changes they might suggest.

C. Update & Create Website

Steve Bailes contacted Aaron Cox regarding the HCHLC information on the county's webpage. Aaron made the changes and brought us up-to-date. We will keep him informed as changes happen.

Steve worked on a Facebook page for HCHLC. It might be useful to get the word out on our Cemetery Survey. Discussion surrounded who would be responsible moving forward to monitor it and should this be used at all.

Open Forum - Brenda Hiatt stated that she will be retiring from the HCHLC at the end of her term, on June 30, 2023. She has been on this commission since its inception, in 2007. Brenda needs to make Robert Hott, County Commissioner, aware of her intention to retire so that another commission member can be decided upon.

Adjourn - Carol Shaw made a motion to Adjourn. This was seconded by Steve Bailes. The meeting was adjourned at 3:50 pm.

Respectfully submitted by Secretary, Carol Shaw.

Approved this date:

April 24, 2023
Steve Bailes made motion
Alanna McGuinn seconded
Carried by voice vote.