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MINUTES

Hampshire County Historic Landmarks Commission Wednesday, April 26, 2023

- I. **Call to Order-** Chair, Jean Shoemaker, called the meeting to order at 2:09 pm.
- II. **Pledge of Allegiance** – Steve Bailes led the group in the Pledge of Allegiance.
- III. **Roll Call**
Members present: Jean Shoemaker, Steve Bailes, Carol Shaw, Alanna McGuinn
Absent: Brenda Hiatt. No Planning Office attendance today.
- IV. **Minutes:** Approval of the minutes from March 22, 2023 meeting: After being read, Steve made the motion to approve and Alanna seconded. The vote was unanimous.
- V. **Financial Report** – No report.
- VI. **Old Business** –
 - A. 2022 Hampshire County Cemetery Survey Grant – Jean will contact Susan Pierce regarding the Ohio list that was provided for survey consultant options, to see if there are any companies from WV. Carol will work on the RFQ Draft which needs to be sent to WVSHPO for approval.
 - B. Artifacts Housing update- Jean will contact Clayton Burch from WVSDB to see what space might be available at Brandon Hall to house the HCHLC artifacts.
 - C. GW 1753 Trail Signs – Jean reported that the Dept of Transportation and the Railroad authority could not give her approval of the signage. WVSHPO, however, stated that all Culture and History signage must be brown and beige in color, and thus, the blue colors on the GW trail signs would not be allowed. Discussion:
Steve mentioned that Tina Ladd, from CVB, has some good ideas on Interactive signs. Bob Hott, our County Commissioner, told Jean that he was not in favor of the signs. The signs could not be placed on the exact trail that was taken, and Virginia had also failed to approve the signs in that state due to the shape of the signs being similar to those from the railroad.
Steve Bailes made a motion to no longer pursue the GW 1753 Trail Signs. Alanna seconded. A vote was taken and carried to this end.
 - D. Transition to Independent Commission – Jean will speak to HCC and ask for a ballpark estimate for a budget that might be given to HCHLC.
 - a. Possible financial needs: Travel reimbursement for HCHLC taking the survey consultant to various cemetery locations throughout the county. Postage for letters (RFQ, WVSHPO, anything Grant related or HCHLC related). Paper and Ink for HCHLC business. File cabinets to house the minutes and documents in

our new location. Lease dollars that might be needed for space to house Artifacts. Secretarial payroll for a person to take minutes, make sure the approved minutes are forwarded to the WVSHPO, make sure our Agendas are posted on the Courthouse as well as our website (and HLC website?), and emailed to a list of interested parties (keeping track of those who request to be contacted) and Minutes are placed on HistoricHampshire.org.

- E. Website update: Steve Bailes has created a blueprint for us. It will have our meeting times, location, Availability of Access, Commission Members, phone number (Jean has offered to use her phone number).

VII. **Communications and New Business**

- A. Amy Pancake from the Hampshire County Community Foundation needs to know if we are accepting their \$1000 Grant for the GW 1753 Trail Signs. Carol Shaw will contact her stating we will be unable to accept this Grant.
- B. Zoom Session for WVSHPO Hampshire County Cemetery Survey Grant. To accept this Grant, a Zoom meeting was required. Chair Jean Shoemaker, and Secretary Carol Shaw attended this meeting. Official acceptance from the HCC on a form that needed to be returned by April 11, 2023, was needed to demonstrate that the County will pay for the \$27,500 grant requirement upfront, and then be reimbursed for 70% of it from WVSHPO after satisfactory completion of all requirements. This was accomplished with the help of Eric Strite, the County Clerk.

- VIII. **Open Forum** – No public attendance today. May 9th, 2023, County Commissioners meeting has a 9:20 am Agenda time slot for HCHLC. Carol will contact Eric Strike to keep this time slot for HCHLC, but to change it from the GW 1753 Trail Signs to and update on the Transition.

Commission Member Retirement: Brenda Hiatt will be retiring from HCHLC on 6/30/2023. She needs to put this in writing to Robert Hott, our HCC Commissioner. Names were mentioned as possible replacements. Jean will ask Tommy Stump if he is interested so she can give this name to Robert (Bob) Hott, if he is.

- IX. **Adjourn** – A motion to Adjourn was made by Alanna McGuinn. Steve Bailes seconded. All were in favor and the motion passed.

Respectfully submitted by Secretary, Carol Shaw

May 24, 2023 (Approved at Reg. meeting)
Carol Shaw