

STATE OF WEST VIRGINIA, COUNTY OF UPSHUR, CITY OF BUCKHANNON, TO WIT:

A scheduled meeting of the Buckhannon Historic Landmarks Commission was held in Council Chambers at City Hall, 70 East Main on July 18, 2016 at 6:00 pm with the following in attendance:

Vincent Smith	Building/Code/Zoning Officer	Present
Jeannie Rylands	Member	Present
Erika Klie Kolenich	Member	Present via telephony
Jeannie Hyre	Member	Absent
Christina Rieth	Ameri-Corp Vol.	Present
Noel Tenney	Upshur Historical Society	Present
Richard Edwards	Recorder	Present

Meeting Agenda Posted 07-13-16

Notice of Meeting and Agenda
Buckhannon Historic Landmarks Commission
July 18, 2016, 6:00 p.m. in Council Chambers
City Hall - 70 E Main St
Buckhannon WV 26201

- a. Review and approval of minutes
- b. Discussion on street signs in Central Residential Historic District
- c. Discussion on Heavner Cemetery
- d. Other business that may come before the BHLC

Posted 7-13-16

HISTORIC LANDMARKS COMMISSION 2016 MEETING SCHEDULE

The Members also agreed that regular scheduled public meetings should be conducted the third Monday of each quarter at City Hall, 6 p.m., beginning today. They also agreed that they should continue their working sessions, whereby, research can be conducted by members at the Historical Society Repository every Tuesday evening, 4:30 p.m. to 6 p.m. (Re: 10-19-2015 minutes)

HISTORIC LANDMARKS COMMISSION 2016 MEETING SCHEDULE

3RD MONDAY OF EACH QUARTER AT 6:00 P.M. AT CITY HALL COUNCIL CHAMBERS

- **JANUARY 25 (NOTE THAT JAN 18TH IS MARTIN LUTHER KING JR HOLIDAY)**
- **APRIL 18**
- **JULY 18**
- **OCTOBER 17**

Noting that a quorum was present Chairman Smith called the meeting to order at 6:10pm.

Motion [Rylands/Kolenich] to approve the minutes from 4/27/16 HLC meeting. Motion passed unanimously.

STREET SIGNAGE IN CENTRAL RESIDENTIAL HISTORIC DISTRICT:

Christina Rieth reviewed and discussed the Central Residential Historic District signage as submitted to CPWB.

- The CPWB has sent back the recommended HLC signage and design for further consideration by the HLC. The color of background was an issue. There was also concern about the logo that may be placed on the sign. Ms. Rieth discussed conversations to WV State Historic Preservation Office (WV SHPO) regarding the regulations of such signage. The brown color on background is used by most cities for this particular designated signage. According to Jeff Smith and Jennifer Brennen (WV SHPO) the DOH should be consulted

about designs for DOH property. Discussion was had about exploring the other options that may be available for design. Ms. Rieth will also look into quotes for designs to submit to CPWB.

1. The Commission believes that a consistent signage program for the district will enhance the historical significance of the district designation.
2. Governmental grant/funding may be available for such investments. Ms. Rieth will consult with the SHPO representatives for suggestions.

After further discussion and upon,

Motion [Kolenich/Rylands] to allow Ms. Rieth to investigate and report back with design options for the HLC to consider for historical district street signage. Motion passed unanimously.

HEAVNER CEMETERY SURVEY:

Ms. Rieth discussed the completion of the initial Heavner Cemetery survey. She passed out the completed survey application form to be submitted. This survey is the first step in the process of designating the Heavner Cemetery as a historically designated cemetery sight. Discussion was had about future requirements to be designated as historically significant. Those include; headstone design, mapping, significantly important interments, tree species, monuments...etc. Ms. Rieth passed out a packet of information relating to the historical history of the cemetery.

Abstract: this report walks through the history of the Heavner Cemetery in Buckhannon, West Virginia. The arguments in this narrative will be used to nominate the cemetery for a designation on the National Register of Historic Places primarily under Criterion B, but it will also provide arguments for Criteria C and D. The narrative begins with 18th century settlers in and near Bush's Fort, which was the earliest recorded use of the land where the cemetery now stands. The report provides information on several West Virginians, that are interred in the cemetery, who have significantly influenced the state's history. The report also presents evidence of the Heavner Cemetery featuring high architectural craftsmanship, commissioned by prominent stone companies in West Virginia, and characteristics of a rural cemetery.

- Suggestions were made regarding the submittal info for the initial survey. It is believed that the initial survey may not need to include the entire report as submitted by Ms. Rieth. A brief explanation may be all that is required at this point in the process.
- Discussion was had about the 30 days that WV SHPO has to review and approve the initial survey to be designated.

ANNUAL REPORT:

- Discussion was had regarding an annual report that is supposed to be submitted by the HLC. There had been none previously except last years (2015). Ms. Rieth discussed the required information that should be submitted. She reviewed the previous years submittal and report. Discussion was had about whom should be the designated person to submit the report.
- Discussion was had about inviting a representative from the WV SHPO to a future meeting to discuss the process of the HLC.

OTHER BUSINESS:

- Discussion was had about a new City Council appointee to the HLC. Mr. Pugh needs a replacement appointee designated by Council.
- Discussion was had about the Face Book page for the HLC and an administrator for announcements and updates. Ms. Kolenich volunteered to take over administration of the page after Ms. Rieth's ending Ameri-Corp service term.
- Ms. Rieth was recognized for her outstanding work for the HLC. She has committed many hours and research into this Commission. The cemetery survey and downtown districts being excellent examples of her work and dedication. All Commissioners recognized her and thanked her. Discussion was had about having the Mayor recognize Ms. Rieth for her work.

The next regularly scheduled quarterly meeting of the HLC is October 17, 2016.

With no further business the meeting adjourned at 7:35pm.

Mayor David McCauley _____

City Recorder Richard Edwards _____