

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 23 January, 2017 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
Jamie O'Brien	Member	Present
Robbie Skinner	Member-City Council Designee	Present
Noel Tenney	Upshur Historical Society	Present
Susan Aloï	City Recorder	Present

Meeting Agenda Posted 01.17.17

Buckhannon Historic Landmarks Commission - 6:00 pm in Council Chambers Meeting Agenda for January 23, 2017

A. Call to Order

- A.1 Moment of Silence
- A.2 Pledge to the Flag of the United States of America

B. Recognized Guests

- B.1 Presentation and Training Session from Jennifer Brennan: WVSHPO

C. Consent Agenda

- C.1 Approval of Minutes - Regular meeting October 17, 2016

D. Strategic Issues for Discussion and/or Vote

- D.1 Recommended Placement of Historical Markers for D.D.T. Farnsworth & George Latham
- D.2 Signage Project
- D.3 Heavener Cemetery Designation Project
- D.4 Future Projects

E. Board Members Comments and Announcements

- E.1 Welcome New Historic Landmarks Commission Member

F. Adjournment

POSTED 1-17-17

Chairman Vincent Smith called the meeting to order at 6:08pm.

- Moment of Silence
- Pledge of Allegiance

Guests

Guests included Jerry Arnold, Director of Public Works; Rob Hinton, Upshur Development Authority; and Jennifer Brennan from the WV State Historic Preservation Office

- Jerry Arnold stepped out of the Dog Park Committee meeting to discuss the historic landmark signs. Mr. Arnold explained that City's goal with signage: (1) uniform/consistent design, (2) make them less able to be vandalized, and (3) easier to reproduce and replace. He shared an example of the plate that has been designed and fabricated, and explained that the HLC logo could replace the City seal and the HLC signs could be a distinctive colour. Mr. Arnold agreed to have the Sign Guy develop a design for the sign, after the HLC members share what they want on the sign. Erika Kolenich volunteered to work with the Sign Guy on a design.
- Robbie Skinner suggested identifying additional districts within the City neighborhoods, with different district names and sign colours.

- Jennifer Brennan, Certified Local Government Coordinator for the State Historic Preservation Office, provided training about the National Register of Historic Places and how the State Historic Preservation Office aligns with the processes and requirements of the National Register. Ms. Brennan explained the role of local historic landmark commissions in WV State Historic Preservation.

Consent Agenda

- **Error in Minutes from 10.17.16 – Annual Report due date is not March 15, but July 30. Motion [Skinner/Rylands] to approve the minutes from 10.17.16 HLC meeting AS CORRECTED. Motion passed unanimously.**

Strategic Issues for Discussion and/or Vote

- **Recommended Placement of Historical Markers for D.D.T. Farnsworth & George Latham** – Erika Kolenich reminded the Commission that we need to make a decision about where these historical markers should be placed. After discussion, **Motion (Rylands/Kolenich) to request that both markers be placed on the State right-of-way through Heavener’s Cemetery, near Farnsworth’s and Latham’s gravesites. Motion passed unanimously.** Noel Tenney agreed to contact Matt McGrew with the WV Dept. of Highways to suggest these locations.
- **Signage Project** (See notes under Guests section, above) – Erika Kolenich will meet with the Sign Guy and bring back several designs for the Commission to review.
- **Heavener Cemetery Designation Project** - Jennifer Brennan indicated that she and Jeff Smith have driven through Heavener Cemetery and Mr. Smith is not certain that the integrity of the surrounding area is appropriate for historic designation. Ms. Brennan suggested a phone inquiry with Mr. Smith. Noel Tenney agreed to contact Mr. Smith and report back to the Commission.
- **Future Projects** – none discussed

Board Members’ Comments and Announcements

- Welcome to new Historic Landmarks Commission member, Jamie O’Brien
- Kolenich – none
- Rylands – Jeanne enjoyed the presentation by Ms. Brennan
- Skinner – Thanked Ms. Brennan for her presentation
- Smith - none

The next regularly scheduled quarterly meeting of the Historic Landmarks Commission is April 17, 2017 at 6pm.

With no further business – Motion (Skinner/Rylands) to adjourn; passed. The meeting adjourned at 8:05 pm .

Chairman Vincent Smith

City Recorder Susan Aloï