



CORPORATION OF HARPERS FERRY

Historic Landmarks Commission

MINUTES

Regular Meeting **Wednesday, March 12, 2025** **7:00 pm**
Town Hall • 1000 Washington Street, Harpers Ferry, West Virginia 25425

In attendance were Commission members Wayne Bishop, Cat McAteer, George Owens, Steve Sherry, and Kim Wheatley. Guest in attendance: Jamila Jones.

The meeting was called to order by George Owens, at 7:03 pm.

Opening Statement read by Wayne Bishop.

Approval of Agenda

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| Motion | Motion to approve agenda |
| Motion By | Cat McAteer |
| Second | Wayne Bishop |
| Result | MOTION APPROVED UNANIMOUSLY |

Approval of Minutes

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| Motion | Motion to approve minutes |
| Motion By | Steve Sherry |
| Second | Wayne Bishop |
| Result | Motion passed 4-0 (G.O. abstaining) |

Public Comment:

- Jamila Jones of Innovative Community Solutions (partner organization on the Weaver Gillison House Project) presented the information about the Weaver Gillison House project, specifically regarding the recently drainage culvert and the family's concerns regarding now-obstructed access to the property for purposes of maintenance and upkeep. The house structure and the town's boundary lines overlap and the HLC recommended ICS consult with the Planning Commission about the question of historical structures when the town's boundaries established after construction.

Old Business

1. Weaver Gillison House Update

- a. George Owens relayed the information that Ordinance Officer Kevin Hamilton would be reaching out to the property owners with a request for written information regarding the building wrap on the house.
- b. Cat McAteer read the updated project status report supplied by project partner Innovative Community Solutions, highlighting the completion of the Structural Assessment and the paying of the invoice for said Assessment Report.

New Business

1. Election of Officers

- a. G.O. nominated Wayne Bishop for Chair; all members voted in favor
- b. K.W. nominated George Owens for Vice-Chair; all members voted in favor
- c. G.O. nominates Cat McAteer for Secretary-Treasurer; 4 members in favor, one abstains

2. Finalizing Updates to Appendix A

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| Motion | Motion to move the item to next month with clean copies of the Appendix to review |
| Motion by | Wayne Bishop |
| Second | Kim Wheatley |
| Result | MOTION APPROVED UNANIMOUSLY |

3. Discussion of requirements for calling a Special Meeting of Historic Landmarks Commission

4. Discussion of proposal for a short-term summer intern for updating the Historic Properties Inventory

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| Motion | Cat McAteer to look into the details of internship for the summer for the aforementioned project |
| Motion By | Kim Wheatley |
| Second | George Owens |
| Result | MOTION APPROVED UNANIMOUSLY |

A motion was made to adjourn the meeting.

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| Motion | To adjourn the meeting |
| Motion By | Kim |
| Second | George |
| Result | MOTION APPROVED UNANIMOUSLY |

The meeting was adjourned at 7:40 pm. Minutes approved on : _____

DRAFT MINUTES