



COUNTY OF PRINCE WILLIAM

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HISTORICAL COMMISSION

B R I E F

Development Services Building
Conference Rooms 202 A & B

September 9, 2008
Regular Meeting

In Attendance

Chairman Duley, Commissioners Burgess, Culp, Cunard, Frank,
Hawkins, MacDonald, Olson, Smith, Stickley, Swavely, Van Derlaske

John Lassiter – Staff Liaison; Heather Hembrey - Public Works Liaison;
Don Wilson – Library Liaison; Toni Brzyski - Commission Secretary

Jerry MacDonald – Citizens/Guests

7:36 PM

Citizens' Time

No citizens spoke.

RES 08-044

Approve amending the agenda dated September 9, 2008 and authorizing Closed Meeting at the end of the regular meeting - APPROVED - MOTION CARRIED [VOTING RECORD: Motion Cunard, Van Derlaske; Approved by acclamation; Absent from vote None; Absent from meeting Anderson, Yankey]

RES 08-045

Approve August 12, 2008 Meeting Brief and Resolutions as Presented - APPROVED - MOTION CARRIED [VOTING RECORD: Motion Swavely, Burgess; Approved by acclamation; Abstain MacDonald; Absent from vote None; Absent from meeting Anderson, Yankey]

Chairman's Time

Commendations – Chairman Duley complimented Justin Patton, County Archaeologist, on his actions responding to the complaint she received about possible vandalism at a cemetery behind Ambassador Square Business Park in Manassas.

Commissioner MacDonald complimented John Lassiter, Staff Liaison, on his efforts and the success of the Historic Preservation Workshop on September 4, 2008 that he organized.

Committees

Chairman Duley asked if all members were serving on a committee. Commissioner Culp responded in the negative. Ms. Culp will be serving on the Cemeteries Committee.

Vice Chairman's Time

Battlefield Update – Vice Chairman Burgess distributed copies of two newspaper items regarding the previously cut down trees at the Manassas National Battlefield Park.

**Staff Time –
Planning**

Meeting Schedule – John Lassiter reminded members that the second Tuesday in November (the 11th) is a holiday and the Commission needs to select another date if they plan to meet in November.

RES 08-046

Schedule the regular November meeting of the Historical Commission on the third Tuesday of the month, November 18, 2008, as the second Tuesday, November 11, 2008, is a holiday -
APPROVED – MOTION CARRIED [VOTING RECORD: Motion Cunard, Swavely; Approved by acclamation; Absent from vote None; Absent from meeting Anderson, Yankey]

Winter Weather Concerns – Members discussed weather conditions that would affect whether or not the Commission will meet.

RES 08-047

Agree the Historical Commission will not meet if Prince William County Schools are closed for evening activities due to inclement weather -
APPROVED – MOTION CARRIED [VOTING RECORD: Motion Culp, Van Derlaske; Approved by acclamation; Absent from vote None; Absent from meeting Anderson, Yankey]

Battlefields – Mr. Lassiter distributed summary information about the American Battlefield Protection Program identifying local battlefields as Class A, B, C or D. Mr. Lassiter noted that in the future management plans will be developed for the battlefields and maps will be considered for inclusion in the Prince William County Comprehensive Plan showing the battlefields and their classifications.

Staffing – Mr. Lassiter reported that Justin Patton will be attending the October Historical Commission meeting.

Funding – Mr. Lassiter reported that Mr. Patton would find a metal detector useful with his archaeology work. Discussion followed.

Commissioner Smith suggested Mr. Patton provide a written request to the Commission at the next meeting.

**Staff Time –
Public Works**

Easements – Heather Hembrey reported that at its meeting today the Prince William Board of County Supervisors approved an extension of the historic easement at the Brentsville Courthouse Historic Centre and approved an historic easement at the Bristoe Station Battlefield Heritage Park.

Newsletter – Ms. Hembrey distributed copies of the current Historic Preservation Division Newsletter, “Historic Perspectives” and reported that copies of it were mailed today.

Foundation Update – Ms. Hembrey distributed new brochures about the Prince William Historic Preservation Foundation, Inc.

**Staff Time -
Libraries**

Activities – Don Wilson reported he sent out an email with information on upcoming activities and programs including the annual “RELIC After Dark” event. Mr. Wilson asked if the Commission would donate some publications as door prizes for this event.

RES 08-048

Agree to donate eight (8) Historical Commission publications to be used as door prizes at the 2008 “RELIC After Dark” event - APPROVED – MOTION CARRIED [VOTING RECORD: Motion Burgess, Cunard; Approved by acclamation; Absent from vote None; Absent from meeting Anderson, Yankey]

Old Business

Strategic Planning – John Lassiter noted that the Commission’s 5-Year Strategic Plan ran out in 2006 and its 1-Year Strategic Plan ran out in 2003. No committee assignments were made.

Annual Report Requirement – Mr. Lassiter noted Staff has no copies of previously submitted annual reports. Commissioner Smith said he would be able to provide copies of annual reports from a number of years ago. No committee assignments were made. This report will need to be prepared by June 30, 2009.

**Cemeteries
Committee**

Project Update - Commissioner Olson recommended members begin the project of updating cemetery records. Each cemetery should be visited to verify its condition and see if there are any new graves.

Mr. Olson noted that over 400 cemeteries are listed by name on Ron Turner’s website <http://pwcvaabooks.com>. These names correspond to the names on the cultural resources maps, for their magisterial district, that members have received.

As an additional resource Mr. Olson is interested in having the publication that was given to Betty Duley’s father “100 Old Cemeteries of Prince William County” copied. Don Wilson noted that RELIC has a copy of this publication along with an index by individual name.

Mr. Olson raised a question regarding SB 766 and whether cemeteries are included if they aren't County recognized. Mr. Lassiter reported that the proposed enabling legislation requires that a county register of cemeteries be developed.

**Budget and
Audit Committee**

Budget Update – Copies of the Historical Commission's FY-09 Budget – Month 2 thru August 31, 2008 were distributed.

RES 08-049

Allocate \$432 to print business cards for Historical Commission members - APPROVED – MOTION CARRIED [VOTING RECORD: Motion Smith, Burgess; Approved by acclamation; Absent from vote None; Absent from meeting Anderson, Yankey]

**Publications
Committee**

Update – Commissioner Burgess reported the committee is working on publication procedures and is creating a list of who should receive copies of publications at no charge.

**Disbursements
Committee**

No report.

**Legislative
Committee**

Update – Commissioner Cunard spoke before the Virginia Housing Commission in Richmond regarding Senate Bill No. 766. Ms. Cunard and John Lassiter answered questions posed by the work group. Staff is working on edits to the document. Commissioner Swavely commended Ms. Cunard on her presentation in Richmond.

RES 08-050

Approve a \$50 stipend to members Cunard, Smith, Swavely and Van Derlaske for their attendance at the Legislative Committee Meeting on Friday, September 5, 2008 - APPROVED – MOTION CARRIED [VOTING RECORD: Motion MacDonald, Olson; Approved by acclamation; Absent from vote None; Absent from meeting Anderson, Yankey]

JTHG Update – Commissioner Van Derlaske reported the draft of the Corridor Management Plan is very rough. There are some deficiencies and inconsistencies. More review and comment is necessary. There appears to be an uneven inclusion of tourist sites.

John Lassiter noted there are several serious issues in the transportation portion of the Corridor Management Plan that are unlikely to be endorsed by the County Board of Supervisors. Staff is preparing alternative language and would appreciate comments from members.

Committees

Descriptions – The list of committee descriptions was reviewed and changes were requested including adding “plaques and historical markers” to the reviewing duties for the Publications Committee and removing “reviews amendments and special projects, if assigned” from the duties of the Legislative Committee.

Historic Properties

Manassas National Battlefield Park – Commissioner Burgess passed around pictures of damaged state markers at the park.

Brentsville Historic Centre - Commissioner Cunard reported the cabin at the site has been broken into for the fifth time.

Bylaws Committee

Draft Review – Members made additional suggestions for amending the bylaws. The Bylaws Committee requested edits be completed for the October Commission meeting.

Historical Plaques Committee

Update - Commissioner Swavely distributed a list of which properties previously received plaques and requested assistance from members in establishing which markers are still in place.

Mr. Swavely has ordered 5 rear mount and 5 front mount plaques.

Land Development Application Reviews

RES 08-051

Phase I Archeological Study Recommendations – **APPROVED – MOTION CARRIED** [VOTING RECORD: Motion Cunard, Burgess; Approved by acclamation; Absent from vote None; Absent from meeting Anderson, Yankey]

Brentsville Trust

Update – Commissioner Cunard reported the Trust is meeting tomorrow, Wednesday, September 10, 2008 at 1:30 PM in the One Room School at the site at which time the results of the paranormal events at the jail will be revealed.

Historic Preservation Foundation

Update – Commissioner MacDonald reported Mark Trbovich was recently elected Chairman of the Foundation.

New Business

Property Management – John Lassiter reported that asset tags are normally attached to items worth \$100 and up. Aside from its computer, the Commission doesn't own individual items worth more than \$100 although its camera and GPS unit might cost more than \$100 to replace so these items should probably be tagged.

Building Naming – Commissioner MacDonald reported that Commissioner Anderson mentioned to her that there is talk about naming the Development Services Building after Bob Bainbridge and John White.

Announcements **Beverley Mill** – Commissioner Van Derlaske announced October 22nd is the 10th anniversary of the fire at the mill. Additionally, Mr. Van Derlaske noted research has been done identifying the mill as the tallest stacked stone building in the United States.

RES 08-052 **Certify Closed Meeting** Adjourned into Closed Meeting at 10:08 p.m.; Reported out for Closed Meeting at 10:42 p.m. - **APPROVED - MOTION CARRIED** [VOTING RECORD: Motion Smith, Van Derlaske; Approved by acclamation; Absent from vote None; Absent from meeting Anderson, Yankey]

Adjournment

10:44 PM