



# COUNTY OF PRINCE WILLIAM

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## HISTORICAL COMMISSION

### B R I E F

Development Services Building  
Conference Rooms 107 A & B

October 13, 2009  
Regular Meeting

#### In Attendance

Chairman Van Derlaske, Commissioners Anderson, Burgess, Culp, Cunard, Duley, Frank, MacDonald, Olson, Smith, Stickley, Swavely, Wright, Yankey left @ 8:58 PM

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

Jerry MacDonald, Ruby Banks, Raveen Banks – Citizens/Guests

7:35 PM

#### Citizens' Time

No citizens spoke.

RES 09-056

**Approve September 8, 2009 Meeting Brief and Resolutions as Presented** - APPROVED - MOTION CARRIED [VOTING RECORD: Motion Anderson, Stickley; Ayes-by acclamation; Nays-None; Abstain Cunard; Absent from meeting Cavossa]

#### Chairman's Time

**Commendation** – Chairman Van Derlaske presented Certificates of Appreciation to Raveen Banks and Debbie Culp for their efforts updating the cemetery database.

**Resignation** – Chairman Van Derlaske reported that Ellis Hawkins has resigned from his position on the Historical Commission.

RES 09-057

**Award a Certificate of Appreciation to Ellis Hawkins in recognition of his contributions** - APPROVED – MOTION CARRIED [VOTING RECORD: Motion Duley, Cunard; Ayes-by acclamation; Nays-None; Absent from vote None; Absent from meeting Cavossa]

**Training** – Chairman Van Derlaske reported he's working with the County Attorney regarding training on legal matters such as the requirement to complete the yearly financial disclosure form; Section 106 reviews and the Freedom of Information Act (FOIA) and expects the training will take place next year.

**Chairman's Time (continued)**      **John D. Rockefeller, Jr. Library (Williamsburg)** – Chairman Van Derlaske described his visit to the library and suggested the library might be interested in receiving Commission publications relevant to the library's area of study.

RES 09-058      **Authorize Chairman Van Derlaske to contact the John D. Rockefeller, Jr. Library in Williamsburg, VA and offer them the listed Historical Commission publications - APPROVED – MOTION CARRIED** [VOTING RECORD: Motion Burgess, Smith; Ayes-by acclamation; Nays-None; Absent from vote None; Absent from meeting Cavossa]

**Vice Chairman's Time** – No report.

**Staff Time Planning**      **Events** – John Lassiter reported October was declared Archaeology Month by the Board of County Supervisors.

**December Meeting** – Toni Brzyski distributed copies of menus from Kitchen Gourmet for members to choose the holiday dinner.

RES 09-059      **Agree to hold a holiday dinner before the regular Historical Commission meeting on December 8, 2009 - APPROVED – MOTION CARRIED** [VOTING RECORD: Motion Yankey, Anderson; Ayes-by acclamation; Nays-None; Absent from vote None; Absent from meeting Cavossa]

**Chairman's Time (continued)**      Chairman Van Derlaske noted that a Vice Chairman needs to be elected to complete the remainder of Ellis Hawkins' term as Vice Chairman.

RES 09-060      **Nominate Betty Duley to complete the remainder of the Vice Chairman's term of office - APPROVED – MOTION CARRIED** [VOTING RECORD: Motion Olson, MacDonald; Ayes-by acclamation; Nays-None; Absent from vote None; Absent from meeting Cavossa]

RES 09-061      **Elect Betty Duley as Vice Chairman for the remainder of the Vice Chairman's term of office - APPROVED – MOTION CARRIED** [VOTING RECORD: Motion Yankey, Anderson; Ayes-by acclamation; Nays-None; Absent from vote None; Absent from meeting Cavossa]

**Staff Time – Public Works**      **Bristoe Station Battlefield Park** – Heather Hembrey asked which Commission member will be participating in the effort to create a master plan for the Bristoe Station Battlefield Park.

RES 09-062

**Elect Jim Burgess as the Historical Commission participant in the effort to create a master plan for the Bristoe Station Battlefield Park** - **APPROVED – MOTION CARRIED** [VOTING RECORD: Motion MacDonald, Duley; Ayes-by acclamation; Nays-None; Absent from vote None; Absent from meeting Cavossa]

**Announcement** – Ms. Hembrey reported Rippon Lodge has been added as a member of the National Underground Railroad Network to Freedom.

**Events** – Ms. Hembrey commented that requests will be made to the Commission to assist in funding events being scheduled in recognition of the Civil War Sesquicentennial.

**Staff Time –  
Libraries**

**Activities** – Don Wilson reported he sent out an email recently with information on upcoming activities and programs and an email noting the current issue of Reliquary has been posted.

**Old Business**

**Telecommunications** – Commissioner Olson noted that the Telecommunications section of the Comprehensive Plan addresses the location of towers and prohibits them in historic districts. Mr. Olson suggested a review of this section to broaden the language to include cemeteries might be helpful.

**Tabletop Display Board** – Members commented favorably on the sample display. Questions were raised about the dimensions of the tabletop size board and whether the artifact case could be locked. Members requested these questions be addressed and asked staff to price a folding table for the display as well as an E-Z UP style tent with sides for using the display outdoors.

**Cemeteries  
Committee**

**Update** – Commissioners provided remarks about activity, or lack of same, at a variety of cemeteries.

**Budget  
Committee**

**Budget Update** – Commissioner Smith distributed copies of the Historical Commission's FY-10 Budget – Month 3 thru September 30, 2009.

**Publications  
Committee**

**Selecman's Ford Historical Marker** – Members requested John Lassiter order the previously approved marker in hopes that it will arrive in time to have a dedication ceremony on December 28<sup>th</sup>.

**Townsend Paper** – Commissioner Burgess reported he's working on editing and updating this document and it would be helpful to have photographs to accompany the project.

**Publications  
Committee  
(continued)**

**Donation** – Commissioner Burgess made a request, on behalf of Commissioner Yankey who had left the meeting, for a donation of Commission publications in support of the Agriculture in the Classroom program.

RES 09-063

**Agree to donate six Historical Commission publications to the Virginia Farm Bureau Young Farmers event in support of the Agriculture in the Classroom Program - APPROVED – MOTION CARRIED** [VOTING RECORD: Motion Burgess, Anderson; Ayes-by acclamation; Nays-None; Absent from vote Yankey; Absent from meeting Cavossa]

**Disbursements  
Committee**

**Update** – Commissioner Stickley distributed a listing of projects funded by the Commission in the recent past.

**Legislative Committee** – No report.

**Five Year Plan  
Committee**

**Update** – Commissioner Smith distributed draft copies of the Five Year Plan for review and comment by members with follow-up and discussion at the November meeting.

**Historic Properties** – No report.

**Historical  
Plaques  
Committee**

**Update** – Commissioner Swavely provided suggestions for the next set of recipients and requested authorization to purchase additional plaques.

RES 09-064

**As agreed by Resolution Number 09-038, request John Lassiter prepare letters, for signature by Chairman Van Derlaske, to owners of the listed properties for possible receipt of a commemorative plaque - APPROVED – MOTION CARRIED** [VOTING RECORD: Motion Swavely, Cunard; Ayes-by acclamation; Nays-None; Absent from vote Yankey; Absent from meeting Cavossa]

RES 09-065

**Authorize funding for Commissioner Swavely to order additional castings of the Historical Commission plaque at a cost not to exceed \$1000 - APPROVED – MOTION CARRIED** [VOTING RECORD: Motion Swavely, Duley; Ayes-by acclamation; Nays-None; Absent from vote Yankey; Absent from meeting Cavossa]

**Review of Pending Development Applications**

RES 09-066

**Land Development Recommendations** – **APPROVED – MOTION CARRIED** [VOTING RECORD: Motion Cunard, Smith; Ayes-by acclamation; Nays-None; Absent from vote Yankey; Absent from meeting Cavossa]

**Brentsville Trust** **Update** – Commissioner Cunard reported the trial balance of the Friends account is all that will be received as an audit was not requested. The Chairman directed Ms. Cunard to speak with the County Attorney regarding this matter. Ms. Cunard also reported the Board of County Supervisors has dissolved the Trust.

**Historic Preservation Foundation** **Update** – Commissioner Anderson reported the Foundation’s Annual Meeting is on October 17<sup>th</sup> at Rippon Lodge. Ms. Anderson requested the Commission again provide funding to be a member of the Foundation.

RES 09-067 **Authorize funding for the Historical Commission to be a member of the Prince William Historic Preservation Foundation at the \$1000 level - APPROVED – MOTION CARRIED** [VOTING RECORD: Motion Anderson, MacDonald; Ayes-by acclamation; Nays-None; Absent from vote Yankey; Absent from meeting Cavossa]

**Announcements** Commissioner Olson reported that Effingham is for sale.

Commissioner Wright noted that The Blue and Gray Ball will be held at Buckland Farm this year.

**Adjournment**

**10:16 PM**