



Courthouse Preservation Committee (CPC)

AGENDA

January 21, 2015
Courthouse Jury Room 114
120 NW 4th Street
5:00 p.m. to 6:00 p.m.

- I. INTRODUCTION AND VISITOR COMMENTS
- II. AGENDA REVIEW
- III. ADMINISTRATION
 - Approval of October 2015 and December 2015 Minutes
 - Other - New Members
- IV. OLD BUSINESS
 - Follow-up to action items from October 2015 and December 2015
 - Update on identifying two pictures in Courthouse display case - Judy
 - Update on Courthouse History Manuscript & publication Costs - Hon. Robert Gardner/Judy
 - Update on Courthouse Tours - Jill
 - Update on potential roofing shingles vendor - All
- V. NEW BUSINESS
 - Continuing discussions on possible grants for seismic upgrades - All
 - Update on potential preservation projects - All
 - Update on Donation Fund Box and Display - Judy
 - "Public Notices" signage and cost update - All
 - Seismic Evaluation Update - Chris
- VI. NEXT MEETING
 - February 18, 2016
- VII. ADJOURNMENT

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Courthouse Preservation Committee (CPC)

MINUTES

BENTON COUNTY COURTHOUSE PRESERVATION COMMITTEE (CPC)

January 21, 2016
5:00 p.m. ~ 6:00 p.m.

Courthouse Jury Room 114
120 NW 4th St.
Corvallis, Oregon

Meeting Called to Order at 5:05 PM

Committee Members Present: Judy Juntunen, Peter Barnhisel, Daniel Read, Nancy Hoffman and Jill Van Buren

Staff Members Present: James Morales, Chris Bielenberg and Kris Pierce (Recorder)

Guest(s) Present: None

I. INTRODUCTIONS AND VISITOR COMMENTS

No visitors attended the meeting.

II. AGENDA REVIEW

No revisions to the Agenda were noted.

III. ADMINISTRATION

- Approval of October 2015 and December 2015 Minutes – By a vote of the Committee the October 2015 Minutes and the December 2015 Minutes were unanimously approved.

- Other – New Members – Judy recapped from the December meeting approving Jill Van Buren as an Ex-official Committee Member of the Committee.

ACTION: The Committee recognized Jill as an Ex-official Committee Member and welcomed her on board to the Committee.

IV. OLD BUSINESS

- Follow-up on Action Items from October and December 2015 – The Committee reviewed the action items from both October and December 2015 meetings.
- Update on identifying two pictures in Courthouse display case – Judy asked that this item be moved to a future meeting. The Committee agreed to revisit this item at a later date.

ACTION: The Committee agreed to revisit this Agenda item at a future meeting.

- Update on Courthouse History Manuscript & Publication Costs – Judy reported to the Committee she had obtained Ed Johnson’s manuscript and met with Sheridan McCarthy at Meadowlark to get information and estimates to potentially write a manuscript and produce a book regarding the history of the Benton County Courthouse. She said that Sheridan estimates that it would take approximately 200 hours to write the manuscript at about \$75.00 an hour for a professional costing approximately \$15,000.00 in total to write it. Daniel Read asked if the Committee could get a price quote from the previous writer on the history of the courthouse and possibly use that individual. Judy said that she had looked at that option but could not find the author. She continued to tell the Committee that Sheridan believes that there wouldn’t be a problem finding a professional to write the book and that if the Committee were to find someone else that is a good writer able to write the manuscript the costs might be less. Judy also conveyed that if Meadowlark were to produce the book, the costs would be in the range of \$2,000.00 - \$3,000.00 which includes design, layout and managing the print run which averages out to be about \$4.00 per book. If the Committee were to find

another writer, and suggested talking to writing teachers, Meadowlark would charge approximately \$2,000.00 - \$3,000.00 to edit the book.

Judy suggested to the Committee to revisit using Ed's manuscript and go from there on writing a book on the Courthouse history. She also suggested that the Committee and Staff talk to the BOC to get the OK to use the manuscript since they have been unable to find Ed to ask him for permission. Nancy asked the Committee what dollar value the Committee would consider to have a book written and posed the amount of \$10,000.00 - \$15,000.00 as an example. Judy said that she feels that that amount is not unreasonable. The majority of the Committee agrees. She also mentioned that for that amount of investment the history that will be preserved such as famous court cases, architectural preservation through photographs and the history is important. Jill added that another advantage is that her generation is now at retirement and feels that not documenting the history now that history will be lost. It was also noted that Nancy Hoffman's father had written notes in Ed's manuscript as well as others and that would all be lost if the Committee waits to put it into print. Judy told the Committee that she will read the entire manuscript and report back to the Committee at their next meeting.

ACTION: Judy will read through the existing manuscript and report back to the Committee at the next meeting.

- Update on Courthouse Tours – Jill reported that the Courthouse tours have been less during the winter months but usually pick up during the spring and generally have a higher demand for tours during Government Day and days that the 4H local Chapters request tours. Jill explained that she tries to arrange tours when there are deputies and court personnel available in order to make the experience better. Staff suggested that Judy Juntunen, Chris Beilenberg, Ben Dorr and Kris Pierce be added to the tour notification lists so that we can start tracking tours and requests. Chris advised the Committee that Courthouse tours are a way to showcase the Courthouse as a treasure to the community. He also suggested the Committee to come up with a way that the community could set up a tour through the County's website. This would give the Committee a great opportunity to get information out to the public about the tours and the Courthouse in general. Chris also mentioned that this could also potentially tie into the concept of potential donations, restorations and preservations project ideas. Jill also mentioned that it would

also give her the advantage to filter the tours into certain groups and days of the week that would fit better with the Courthouse schedule. Jill also said that tours held for families tend to increase during election times as well. Jill also inquired as to where on the County's website that the Courthouse tours would be listed and suggested that the Clerk's Office page on the website would be a logical place to list it. Staff suggested working with Linda to come up with a strategy regarding times, dates and scheduling that would work for all involved. Nancy also suggested that the members start with small steps and then they could add things as the tour requests increase over time. This would be the approach the Committee would recommend because it is harder to downsize and would much rather see an increase in tours as interest grows.

ACTION: Jill and James will work with Linda and update the Committee at the next meeting on ideas and recommendations for the Courthouse tours and placement on the County's webpage.

- Update on Courthouse Security Project – Chris reported to the Committee that the County applied for a State Security Fund Grant for approximately \$70,000 which would include five upgrades. The upgrades fire alarms, external lighting and cameras and the card lock system. He also said that they have submitted a list for additional funding to potentially fund the boiler replacement project, Courthouse painting and roofing project and the Courthouse seismic upgrade project. Chris will continue to update the Committee on the County's projects at a future meeting.

ACTION: Chris will continue to update the Committee as additional information becomes available.

- Update on Potential Roofing Shingles Vendors – Chris reported to the Committee that they have found a couple of vendors who would be able to replicate the stamped roofing shingles on the Courthouse tower. He said Ben Dorr took a picture of a shingle to Heather & Little Ltd. And they said that they would be able to replicate it. The area that needs to be replaced is approximately 1600 sq. ft. and Chris and Ben are in the process of coming up with a list of options and costs for the "Stamped Metal Shingle". Judy commented that the restoration specialist she had previously spoken with mentioned that this project would make a great Preservation Oregon Grant".

Chris suggested that making the shingles would make a good grant and the time would be good as well. The Courthouse is slated to be painted in four years and the County could build in the cost for labor to replace the tower shingles into the costs of painting and maintenances at that time.

ACTION: Chris will check into additional grant opportunities and update the Committee at the next meeting.

V. NEW BUSINESS

- Continuing Discussions on Possible Grants for Seismic Upgrades – The Staff and the Committee continued to discuss the possible grants available to Benton County for seismic upgrades and other potential projects.

ACTION: The Committee will continue to discuss potential grant opportunities.

- Courthouse Seismic Evaluation Update – Chris said that he will have the final report at the end of the month.

ACTION: Chris will update the Committee as the Seismic Evaluation information becomes available.

- Update on Potential Preservation Projects – There wasn't anything to report to the Committee at this time. This item will be revisited at a future meeting.
- Update on Donation Fund Box and Display – There wasn't anything to report to the Committee at this time. This item will be revisited at a future meeting.
- "Public Notices" Signage and Cost Update – Linda will give the Committee an update on this item at the next meeting.

VI. NEXT MEETING

- February 18, 2016

VII. ADJOURNMENT

- The meeting adjourned at 5:58 PM

