



## **Courthouse Preservation Committee (CPC)**

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### **AGENDA**

**February 21, 2019  
Courthouse Jury Room 114  
120 NW 4<sup>th</sup> Street  
4:45 p.m. to 5:45 p.m.**

- I. INTRODUCTION AND VISITOR COMMENTS**
- II. AGENDA REVIEW**
- III. ADMINISTRATION**
  - Approval of January 2019 Minutes
- IV. OLD BUSINESS**
  - Follow-up to action items from January 2019 meeting
  - Update on Courthouse History Manuscript & publication Costs - Hon. Robert Gardner/Judy Juntunen
  - Update on Courthouse Tours - Jill Van Buren
  - Update on Courthouse Benches - Laurie Starha
  - Update on Courthouse Doors - Paul Wallsinger
- V. NEW BUSINESS**
  - Update on potential preservation projects - Paul Wallsinger/David Ravert
  - Update on Donation Fund Box and Display - Judy Juntunen
  - Update on Webpage (Input to Jon in IT Department) - Jill Van Buren/Judy Juntunen
  - Update on No Smoking Signs - Laurie Starha
  - Update on Shingle Stamp - David Ravert
- VI. NEXT MEETING**
  - March 21, 2019
- VII. ADJOURNMENT**

Please visit us at: <http://www.co.benton.or.us/pw/index.html>



## Courthouse Preservation Committee (CPC)

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### MINUTES

**BENTON COUNTY  
COURTHOUSE PRESERVATION COMMITTEE  
(CPC)**

**February 21, 2019**  
4:45 p.m. ~ 5:45 p.m.

**Benton County Commissioner's Office**

205 N.W. 5<sup>th</sup> Street  
Corvallis, Oregon 97330

Meeting Called to Order at 4:50 PM by Judy Juntunen, Chair.

Committee Members Present: Judy Juntunen, Nancy Hoffman, Daniel Read, Rob Gardner, Jill Van Buren

Staff Members Present: David Ravert, Cathy Williams, Jon Stratton

Guest(s) Present: (None)

**ACTION LIST:**

- ✓ *Judy Juntunen to follow up with leads for more information regarding updating Courthouse history manuscript and publication costs. Also will research historic photos of original Courthouse exterior doors.*
- ✓ *Laurie Starha will attend future meeting to discuss bench status, provide update on "no smoking" signs, and image of Courthouse grounds with shrub removal suggestions.*

- ✓ *David Ravert to provide update on shingle stickers.*
- ✓ *Paul Wallsinger to obtain total cost of replacement shingles and confirm funding resources with Laurie Starha for shingle expenses.*
- ✓ *Jill Van Buren to provide website update at next meeting.*
- ✓ *Cathy Williams to redistribute list of potential projects to Committee members.*

**I. INTRODUCTIONS AND VISITOR COMMENTS** (There were none).

**II. AGENDA REVIEW**

Judy Juntunen confirmed all items were on the agenda.

**III. ADMINISTRATION**

- Approval of February 2019 Minutes –There was unanimous approval of the Minutes as submitted.

**IV. OLD BUSINESS**

- Follow-up to action items from January 2019 – Judy confirmed that all follow-up items were included on the agenda.
- Update on Courthouse History Manuscript & Publication Costs – This item is still pending.

**ACTION: Judy stated in previous meetings that she would follow up with leads for more information.**

- Update on Courthouse Tours –Jill Van Buren will be scheduling a tour for a handicap group. There will be three tours on April 29<sup>th</sup> and group will spend one hour with a Judge afterwards.
- Update on Courthouse Benches and No Smoking Signage – Laurie Starha was not in attendance so current status unknown.

**ACTION: Laurie Starha will attend future meeting to discuss bench status, and images of Courthouse grounds with shrub removal suggestions.**

- Update on Courthouse Doors – David Ravert informed the Committee that the hardware is on order for the doors. Doors will have both deadbolt and plunger locks. The contract has been signed and they have begun preparing the temporary door. It is expected to have the door functional by March 2019. There was concerned express regarding e-gress and building codes, so Mr. Ravert will research and provide information at next meeting.

**ACTIONS: David Ravert to provide project update at next meeting.**

## **V. NEW BUSINESS**

- Update on Potential Preservation Projects – David Ravert informed the Committee that a vendor is still being searched for so there is no update.

**ACTIONS: Paul Wallsinger to obtain total cost of replacement shingles and confirm funding resources with Laurie Starha for shingle expenses. Mr. Wallsinger will continue to search for vendor.**

- Update on Donation Fund Box and Display – This item is currently on hold (donations can be made online soon).
- Update on Web Page – Jon Stratton said that he will finish paperwork with Mary Otley to set up vendor. Jon will send the forms to Paul Wallsinger since he will be the liason for the Committee. Jill Van Buren gave list of priority items for Jon to provide to vendor for quote.

Mr. Stratton encouraged the Committee members to view the page on the Benton County website at [www.co.benton.or.us/us/cpc.html](http://www.co.benton.or.us/us/cpc.html) and provide feedback.

**ACTION: Jill Van Buren and Jon Stratton to provide update at next meeting in March 2019.**

- County Attorney Review of Committees – At a previous meeting, Laurie Starha informed the Committee that the purpose of this is for standardizing Benton County Boards and streamlining ad-hoc Committee for issues needing immediate decisions instead of waiting for Board of Commissioners to approve.

The Committee expressed concerns for internal changes if it is restructured, and was hopeful that members can provide input prior to finalized changes being made. Ms. Starha will request to have a Representative from HRC attend the February meeting and to take concerns to County Council.

**ACTION: Laurie Starha to request HRC Representative attend future meeting.**

**VI. NEXT MEETING – April 17th, 2019 (DECEMBER MEETING CANCELLED)**

- **ADJOURNMENT** - The meeting adjourned at 5:25 PM.