



Courthouse Preservation Committee (CPC)

AGENDA

April 18, 2019

**Courthouse Jury Room 114
120 NW 4th Street
4:45 p.m. to 5:45 p.m.**

- I. INTRODUCTION AND VISITOR COMMENTS**
- II. AGENDA REVIEW**
- III. ADMINISTRATION**
 - Approval of March 2019 Minutes
- IV. OLD BUSINESS**
 - Follow-up to action items from March 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
 - Courthouse History Manuscript - Rob Gardner/Judy Juntunen
- VI. NEXT MEETING**
 - May 16, 2019
- VII. ADJOURNMENT**

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Courthouse Preservation Committee (CPC)

MINUTES

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

April 18, 2019
4:45 p.m. ~ 5:45 p.m.

Benton County Commissioner's Office
205 N.W. 5th Street
Corvallis, Oregon 97330

Meeting Called to Order at 4:45 PM by Judy Juntunen, Chair.

Committee Members Present: Judy Juntunen, Daniel Read, Rob Gardner

Staff Members Present: David Ravert, Cathy Williams, Paul Wallsinger

Guest(s) Present: (None)

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

II. AGENDA REVIEW

Judy Juntunen confirmed all items were on the agenda. Committee members agreed to remove some items that have been pending for many months.

III. ADMINISTRATION

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

IV. OLD BUSINESS

- Follow-up to action items from March 2019 – Judy confirmed that all follow-up items were included on the agenda.
- Update on Courthouse History Manuscript & Publication Costs – Rob Gardner received the Word format manuscript from Caryn Davis at Cascadia Editing in Philomath, Oregon. He will make first review for edits then will forward to Judy for additional input from herself and all Committee members. The original invoice was total of \$400 (less than quoted) and given to Paul Wallsinger to forward to George Looney in Benton County Accounting Department.

ACTION: Rob Gardner will make first edits of manuscript then forward to Judy Juntunen for Committee review and edits.

- Update on Courthouse Tours –Jill Van Buren was not at meeting so no update available.
- Update on Courthouse Benches and No Smoking Signage – Signs have been placed on perimeter of Courthouse grounds - Committee said they look great!
- Update on Courthouse Doors – The front door was hung on Saturday, March 30th. There was a newspaper article titled “Refurbished door installed at Benton Courthouse” in the Gazette Times on April 1, 2019.

V. NEW BUSINESS

- Update on Potential Preservation Projects – David to contact a vendor to have them clock tuned and cleaned.

Paul Wallsinger provided updates on the following:

2) **Boiler** – Project has been approved by the Capital Committee. Paul will be contacting a contractor within the next couple of weeks for a quote.

3) **Elevator** – Committee members chose a photo to have made into a graphic on wallpaper and placed above the wainscot in the middle of the elevator. Paul will obtain digital image from Mary at the museum.

4) **Building Entrances** – Paul will get a quote to pressure wash entire Courthouse, hopefully in July or August 2019 when the new biennium fiscal year begins.

ACTIONS: David Ravert to contact vendor to have clock tuned and cleaned. Paul Wallsinger to obtain quotes for boiler replacement and pressure washing entire exterior of building. He will also obtain digital image for elevator.

- Update on Web Page – Jill Van Buren was not at meeting so no update available.

ACTION: Jill Van Buren to provide update at next meeting.

VI. NEXT MEETING – May 16th, 2019

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