



Public Works Department
360 SW Avery Avenue
Corvallis, Oregon 97333

Phone: 541.766.6821
FAX: 541.766.6891

BENTON COUNTY COURTHOUSE PRESERVATION COMMITTEE

AGENDA

May 15th, 2014

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

- I. Introductions and Visitor Comments
- II. Agenda Review
- III. Approval of April 2014 Minutes
- IV. UV Window Film Update
- V. Inventory Letter to Courthouse Offices Update
- VI. Report on Courthouse Photos
- VII. Other

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ATTENDANCE

COURTHOUSE PRESERVATION COMMITTEE

MEETING DATE: MAY 15TH, 2014

*****Please Print.*****

1. James Morales

2. Chris Bieleberg

3. Judy Juntunen

4. Alan Beak

5. Kathy Beoka

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MINUTES

May 15th, 2014

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

Meeting Called to order at 5:05 PM

Committee Members Present: Judy Juntunen and Dan Read

Staff Members Present: Chris Bielenberg, James Morales, and Kathy Beoka

- I. Introductions and Visitor Comments- There were no visitors in attendance.
- II. Agenda Review- There were no changes to the agenda.
- III. Approval of April 2014 Minutes- There were not enough members in attendance to have a quorum. Thus, the minutes from the April Meeting will be voted on for approval at the next CPC meeting.
- IV. UV Window Film Update- Based on Judy's e-mail, the County did some research and got in touch with the 3M rep. There were initially two options: 1) Ceramic and 2) High-quality Vista 58 window product film. The lighthouse at Yaquina Bay appears to be using the high quality Vista 58 film for their windows. It is less obtrusive than the ceramic film, which is more expensive. It was mentioned that the ceramic window film would basically be more than what was needed, and, wouldn't be cost-effective for the Benton County Courthouse. Judy asked if the film would only be put up on the clear panes. Chris stated that it would. He said that he didn't want to do anything to change the look of the stained glass. Judy asked if the film was applied with water, because if so, it would make it easier to take off. Chris said that it was applied with water only. Judy wondered what the life of the UV film is. **ACTION:** Chris will look up what the life is of the Vista 58 film so that it can be added in the minutes for future reference.

Inventory Letter to Courthouse Offices Update- Nothing has really happened recently. Judy mentioned that the presence at the Courthouse from the CPC members has been helpful. She mentioned that more people are now actively working on the preservation aspect of the Courthouse. The Court Administrator, Linda Hukari, has been more involved than other courthouse employees have been in the past, which is great. The inventory letter needs to be updated. **ACTION: Kathy will update it and send it out with the minutes before the July meeting. If John doesn't come to the meeting, she will send it to him by e-mail.**

- V. Report on Courthouse Photos- Judy has them at Shadowsmith. Linda had given her a year of the bar association photos. It has one of the judges that the CPC group was missing. The photo that's in the Courthouse is much better. Don with Shadowsmith is going to scan the photo and give her an image to send to Ball Studio of Judge ??? Judy stated that she hasn't talked to Don about the photos in the upstairs area yet.
- VI. Other- James Morales talked to John about the tours accessing the fourth floor, mainly the carillon and the clock tower, and, possibly going into John's office at times. They were able to come to an agreement, that if he is able to free up staff for larger tours to allow them to go through, it should be okay. Jill still needs photos for shorter notice tours. If we can get access to the DA's office from the carillon room secured, with a key card, which is important to John and his Staff, get the stairwell with the access, install a handrail, get the area cleared out, and, add some lighting, that would be nice. Chris said that it has been cleared out, and, Jesse has already secured and installed a handrail. It's ready to be used.

Chris needs to contact the security company to do an upgrade on our card access, because we're out of space. We need to add an additional card that allows for two additional doors. It would be around \$1500 to \$2000 to do that. This cost is something that is specifically in reference to the tours of the courthouse, so, it most likely would fall under the jurisdiction of the CPC. The one thing that was a concern, which is always an issue, is a fire exit. Chris wants to tie the cardlock system into the fire alarm system. In the event of a fire, that door will automatically open. **ACTION: Chris will check on this idea with John.**

John had mentioned that there might be some materials to move in the area that the tours will potentially be going through.

- VII. Other- Chris mentioned about starting to think about other things in the building for preservation. Is there woodwork upgrades or restoration projects? There are a couple of rooms that haven't been restored to the original ceiling height.
- VIII. Next Meeting - Thursday, July 17th, 2014

Meeting adjourned at 5:30PM

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