



Courthouse Preservation Committee (CPC)

AGENDA

July 19, 2018
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 May 2018 Minutes
- IV. OLD BUSINESS**
 - Follow-up to action items from May 2018 meeting
 - Update on Courthouse History Manuscript & publication Costs - Hon. Robert Gardner/Judy
 - Update on Courthouse Tours - Jill
 - Update on Courthouse Benches - Laurie
 - Update on Courthouse Doors - Laurie
- V. NEW BUSINESS**
 - Update on potential preservation projects - Laurie
 - Update on Donation Fund Box and Display - Judy
 - Update on Webpage - Jill/Laurie/Judy
- VI. NEXT MEETING**
 - August 16, 2018
- VII. ADJOURNMENT**

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Courthouse Preservation Committee (CPC)

MINUTES

BENTON COUNTY COURTHOUSE PRESERVATION COMMITTEE

(CPC)

July 19, 2018

4:45 p.m. ~ 5:45 p.m.

Courthouse Jury Room 114

120 NW 4th St.
Corvallis, Oregon

Meeting Called to Order at 4:50 PM.

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

Staff Members Present: Laurie Starha, David Ravart, Cathy Williams

Guest(s) Present: Linda Hukari, John Haroldson

I. **INTRODUCTIONS AND VISITOR COMMENTS**

The Committee members present introduced themselves to guest John Haroldson.

II. **AGENDA REVIEW**

The agenda was approved as presented.

III. ADMINISTRATION

- Approval of May 2018 Minutes – Rob Gardner made a motion to approve the minutes as presented. Jill Van Buren seconded the motion. Unanimous approval of all minutes as they were presented.

IV. OLD BUSINESS

- Follow-up to action items from May 2018 – 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 to follow up with leads for more information.

- Update on Courthouse Tours– Ms. Van Buren had a tour of 40 students from Beijing, China. They also toured the jail and had a very enjoyable experience! Jill also shared the “thank you” notes and pictures received from children whom have been on the tour.
- Update on Courthouse Benches– John Haroldson brought up concern regarding smokers using benches and behaviors of those occupying Courthouse grounds. Laurie Starha informed him that she is working with Benton County Health Department regarding signage to post on Courthouse perimeter as a reminder, along with butt cans for proper disposal. Suggestion was made for **TEMPORARY** removal of perimeter benches. They could be taken to Public Works for purpose of deterring people from loitering. Ms. Starha stated that she would need to request approval from the Board of Commissioners.

ACTION: Laurie to request temporary bench removal approval by Board of Commissioners.

- Update on Courthouse Doors– Laurie Starha previously asked David Ravart to obtain updated price quote plus one more company. David said that the original quote was not as detailed, so his revision includes hardware (hinges and locking mechanism, weather stripping, paint removal, and use of door knobs and deadbolts). He noted that the exterior doors would return to 3 hinges instead of 2 hinges. David will obtain “before and after” pictures of the door restoration project.

Mr. Ravart has contacted Vintage Windows from Albany, Oregon. He informed the Committee that this company can secure Courthouse doors while restoration is in progress on each door. New quote received is for \$12,000.00. Ms. Starha stated that the cost would be covered by previous approval from Board of Commissioners for \$5,000 and additional expenses will come out of the Facilities Department budget. David stated that he is working with Debie Wyne on the contract.

ACTIONS: David to work with Debie on contract. He will also obtain “before and after” pictures of doors.

V. NEW BUSINESS

Update on Potential Preservation Projects – No update available.

- Update on Donation Fund Box and Display – This item is currently on hold (donations can be made online soon).

Update on Web Page – Jill Van Buren met with John Stratton from IT Department and was informed that his other project will be completed in couple more weeks. Ms. Van Buren has rescheduled his visit for next meeting in August 2018. Jill had scanned and sent John documents titled “Flight of Time”, “Areas of Interest for Courthouse Virtual Tour” and “Richard Mengler” newspaper article from Corvallis Gazette Times on May 11, 1997 (also passed around during meeting). Committee members requested copies of these documents so Jill will email them to Cathy Williams for distribution.

ACTION: Jill will send website documents submitted to John Stratton for virtual tour website to Cathy Williams to distribute to Committee members.

- No Smoking Signage – Ms. Starha previously reported that signs must be made and placed, along with cigarette butt containers, in appropriate locations on grounds of the Courthouse. She will have a few designs created with suggested verbiage and lettering ideas, then will bring to future meeting for Committee vote. There was also discussion regarding placement of signs/containers only at entry areas of premises to avoid sign pollution and at what height to ensure people see them.

ACTION: Laurie to obtain sign/lettering design ideas then present to Committee for vote prior to installation on Courthouse grounds.

VI. NEXT MEETING – August 16, 2018 (August meeting to be held at Benton County Board of Commissioners Office in Corvallis, Oregon)

- **ADJOURNMENT** - The meeting adjourned at 6:15 PM