



Courthouse Preservation Committee (CPC)

AGENDA

August 16, 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 July 2018 Minutes
- IV. OLD BUSINESS
 - Follow-up to action items from July 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
 - September 20, 2018 (to be held at Benton County Board of Commissioners Office - located at 205 N.W. 5th Street in Corvallis, Oregon)
- VII. ADJOURNMENT
 - Please visit us at: <http://www.co.benton.or.us/pw/index.html>



Courthouse Preservation Committee (CPC)

MINUTES

BENTON COUNTY COURTHOUSE PRESERVATION COMMITTEE (CPC)

August 16, 2018
4:45 p.m. ~ 5:45 p.m.

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

Meeting Called to Order at 4:52 PM.

Committee Members Present: Judy Juntunen, Jill Van Buren

Staff Members Present: Gary Stockhoff, David Ravart, Cathy Williams

Guest(s) Present: Chris Gustafson

ACTION LIST:

- ✓ *Judy Juntunen to follow up with leads for more information regarding updating Courthouse history manuscript and publication costs.*
- ✓ *Laurie Starha to request temporary bench removal approval by Benton County Board of Commissioners.*
- ✓ *David Ravart to work with Debie Wyne on the vendor contract for Courthouse door restorations.*

- ✓ *David Ravart will obtain "before and after" pictures of doors during restoration project.*
- ✓ *Jill Van Buren to send website documents she submitted to John Stratton for virtual tour website to Cathy Williams to distribute to Committee members.*
- ✓ *Jill Van Buren to contact John Stratton in IT Department for status of website project.*
- ✓ *Laurie Starha to obtain sign/lettering design ideas then present to Committee for vote prior to installation on Courthouse grounds.*
- ✓ *David Ravart to research stamps for marking shingles as historic pieces from Benton County Courthouse.*

I. INTRODUCTIONS AND VISITOR COMMENTS

The Committee members present introduced themselves and welcomed guest Chris Gustafson from Vintage Window Restoration LLC and new staff member, Gary Stockhoff, Benton County Public Works Director.

II. AGENDA REVIEW

The agenda was approved as presented.

III. ADMINISTRATION

- Approval of July 2018 Minutes – Not enough members present for quorum.

IV. OLD BUSINESS

- Follow-up to action items from July 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 stated in previous meetings that she would follow up with leads for more information.

- Update on Courthouse Tours– Ms. Van Buren reported that the excessively high temperatures has affected attendance of tours.
- Update on Courthouse Benches– No update was available on status of the benches.

ACTION: At the July meeting, Laurie Starha was going to request temporary bench removal approval by Board of Commissioners.

- Update on Courthouse Doors– Chris Gustafson from Vintage Window Restoration LLC informed the Committee that he will be restoring the exterior doors only. Mr. Gustafson stated that his focus in performing full restoration will include the following:

1) Manufacturing of temporary doors while the originals are in the shop, so progress is not weather-dependent.

2) Paint removal and finishing will be completed using infrared light. The treatment will be Marine grade epoxy preservation for the finish, to ensure longevity and restore original appearance.

3) Using Aurora Mills to locate era-appropriate appearance authentication and hinge details. Both cassette lock and flush-mount deadbolt locks will be used for more secure locking of doors for total of 4 points (two are historic locking mechanisms).

ACTIONS: In the July meeting, David informed the Committee that he is working with Debie Wyne on the vendor contract. Mr. Ravart also stated that he will 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 had not spoken to John Stratton from IT Department so she will contact him for an update on the status of this project.

ACTION: Ms. Van Buren will send website documents submitted to John Stratton for virtual tour website to Cathy Williams to distribute to Committee members. Jill will also contact John in IT Department for status of website.

- No Smoking Signage – No current updates on this project.

ACTION: In prior meetings, Laurie Starha stated that she was going to obtain sign/lettering design ideas then present to Committee for vote prior to installation on Courthouse grounds.

- Shingle Stamp – Mr. Ravart will be researching stamps for marking original shingles that will be replaced and sold. Jill Van Buren noted that she has people interested in buying them.

ACTION: David Ravart will research stamps for marking shingles as historic pieces from Benton County Courthouse.

VI. NEXT MEETING – September 20, 2018 (September meeting to be held at Benton County Board of Commissioners Office in Corvallis, Oregon)

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