



Courthouse Preservation Committee (CPC)

AGENDA

**September 21, 2017
Courthouse Jury Room 114
120 NW 4th Street
5:00 p.m. to 6:00 p.m.**

- I. INTRODUCTION AND VISITOR COMMENTS**
- II. AGENDA REVIEW**
- III. ADMINISTRATION**
 - Approval of May and June 2017 Minutes
- IV. OLD BUSINESS**
 - Follow-up to action items from May and June 2017
 - Update on Courthouse History Manuscript & publication Costs - Hon. Robert Gardner/Judy
 - Update on Courthouse Tours - Jill/Bob
 - Update on Courthouse Benches - Judy
- V. NEW BUSINESS**
 - Update on potential preservation projects - All
 - Update on Donation Fund Box and Display - Judy
 - Other -Update on webpage - Jill/Bob
 - National Trust - B.A. Beierle/Judy
 - Filing Cabinet - Judy
- VI. NEXT MEETING**
 - October 19, 2017
- VII. ADJOURNMENT**

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Courthouse Preservation Committee (CPC)

MINUTES

BENTON COUNTY COURTHOUSE PRESERVATION COMMITTEE

(CPC)

September 21, 2017

5:00 p.m. ~ 6:00 p.m.

Courthouse Jury Room 114

120 NW 4th St.
Corvallis, Oregon

Meeting Called to Order at 4:59 PM

Committee Members Present: Judy Juntunen, Peter Barnhisel, Daniel Read, Nancy Hoffman, Rob Gardner, Scott McClure

Staff Members Present: Bob Tessmer, Cathy Williams (Recorder)

Guest(s) Present: Grace McDonald and Jon Stratton (IT Department)

I. INTRODUCTIONS AND VISITOR COMMENTS

Introductions of the IT Department guests, Grace McDonald and Jon Stratton, were made.

II. AGENDA REVIEW

Agenda was approved as presented.

III. ADMINISTRATION

- Approval of May & June 2017 Minutes – Both minutes were approved as written.

IV. OLD BUSINESS

- Follow-up to action items from May & June 2017 – Judy confirmed that all follow-up items were included on the agenda.
- Update on Courthouse History Manuscript & Publication Costs – Judy stated that there is no update on this topic at this time.

ACTION: Judy to follow up with contact information.

- Update on Courthouse Tours– Grace McDonald and Jon Stratton provided information regarding cost options for virtual tours on the website. Features to include: event registrations, donation collections, and viewing of rooms. The virtual tour costs are estimated between \$1,000 to \$2,000 depending on quality, timeframe, and details desired. Options could include still pictures, video, and audio with facts interjected.

Estimated timeframes depend on what exactly is wanted in the virtual tour & how much detail is desired. If extras, then price would increase significantly. Release for photos of people would need to be signed for website purposes. Estimated cost would be mostly vendor fees, & and other monies and/or donation considerations. Public Works would be responsible to maintain the website. Our own dominion for website is inexpensive at only \$12/year. Following county website theme would be least expensive option to add page. Judy stated that the Preservation Fund would be used and projected costs/planned details would need to be presented to Board of Commissioners.

ACTION: Judy requested that Committee members submit ideas for discussion at next meeting.

- Update on Courthouse Benches– Bob Tessmer will speak with Laurie Starha regarding standards for durability of the benches. The Benton County Natural Areas and Parks is responsible for the grounds outside of the courthouse.

ACTION: Bob to follow up with Laurie Starha of Benton County Natural Areas and Parks.

V. NEW BUSINESS

- Update on Potential Preservation Projects – Bob informed the Committee that Facilities has obtained a quote not to exceed \$5,000.00 from Fitzpatrick Painting for the refinishing of the front double doors and door frame of the Courthouse. The double doors would be stripped down to bare wood (keeping character flaws from history of using doors). All work to be completed with doors kept onsite. Project will include door hardware repair and door realignment. There was concern expressed regarding the oversight of Fitzpatrick’s work. Bob assured the Committee that a County employee would be paid overtime during weekends instead of work being done during business hours to oversee the work of Fitzpatrick. This would avoid disruption of business and not compromise alarms & security of the area. Bob received approval from the Committee to move forward.

The Committee decided to purchase replica shingles for the estimated amount of \$31,838. Bob sought approval from the Committee to move to the next step of the process. Judy moved and Robert seconded the motion that County proceed with asking the Commissioners for release of funds for the projects.

ACTION: Bob will put together a proposal for the shingles and doors to take to the Commissioners for approval.

- Update on Donation Fund Box and Display – Judy reiterated that the Committee still needs an overall plan for this project. There are still currently no details available. She said that this item will likely continue to be on hold until after the seismic project actions are determined by the Board of Commissioners.

Other – Additional update on webpage –Jill was not in attendance.

ACTION: Judy to follow up with Jill for ideas, information, and details.

- National Trust – Judy has no further information available at this time regarding the National Trust members visiting the courthouse.

ACTION: Judy will follow up with B.A. Beierle to find out the status of National Trust members attending a future meeting.

- Filing cabinet – At a previous meeting, Judy stated that the location for placement of the filing cabinet is still to be determined, but she is hoping that a possibility is in the corner of the meeting room at the Courthouse.

ACTION: Judy will discuss with Bob Tessmer, regarding pick-up and delivery of the cabinet to its final destination. (The cabinet is in the Meeting Room already, waiting to find a place in the room.)

VI. NEXT MEETING – October 19, 2017

- **ADJOURNMENT** - The meeting adjourned at 5:40 PM