



## Courthouse Preservation Committee (CPC)

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### AGENDA

October 15, 2015  
Courthouse Jury Room 114  
120 NW 4<sup>th</sup> Street  
5:00 p.m. to 6:00 p.m.

- I. INTRODUCTION AND VISITOR COMMENTS
- II. AGENDA REVIEW
- III. ADMINISTRATION
  - Approval of May 2015 Minutes
  - Other - New Members
- IV. OLD BUSINESS
  - Follow-up to action items from May 2015
  - Update on identifying two pictures in Courthouse display case - Judy
  - Update on Courthouse Inventory List & Letter- Judy
  - Update on Courthouse work station upgrades - Linda and James
  - Update on Courthouse History Manuscript & publication Costs - Hon. Robert Gardner/Judy
  - Update on Courthouse Tours - Jill
- V. NEW BUSINESS
  - Continuing discussions on possible grants for seismic upgrades - All
  - Update on potential preservation projects - All
  - Update on Donation Fund Box and Display - Judy
  - "Public Notices" signage and cost update - All
  - Courthouse security upgrade estimate & potential funding - Chris
- VI. NEXT MEETING
  - November 19, 2015
- VII. ADJOURNMENT

Please visit us at: <http://www.co.benton.or.us/pw/index.html>



**BENTON COUNTY  
Volunteer Sign-in  
Meeting Roster-  
COURTHOUSE  
PRESERVATION  
ADVISORY COMMITTEE**

Printed Name	Signature	Time In	Time Out	Hours	Date	Brief Job Description/Event
Judy Juntunen	Judy Juntunen					CPC Committee Member - monthly meeting
Jill Van Buren	Jill Van Buren	5:00 PM				CPC Committee Member - monthly meeting
James Morales	James Morales	5:00 PM				CPC Committee Member - monthly meeting
Rob GARDNER	Rob Gardner	5:00 PM				CPC Committee Member - monthly meeting
Ben Dorr	Ben Dorr	5:00				CPC Committee Member - monthly meeting
Pete BARNHISEL	Pete Barnhise	5:00				CPC Committee Member - monthly meeting
Nancy Hoffman	Nancy Hoffman	5:00				CPC Committee Member - monthly meeting
Undertaker	Undertaker	5:00				CPC Committee Member - monthly meeting
DAN READ	Daniel Read	5:05				CPC Committee Member - monthly meeting

Note: Monthly, Recorder will send a copy of this form to Dawn Dale, Finance Dept. to track volunteer hours



**Courthouse Preservation Committee**  
(CPC)

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**MINUTES**

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

**October 15, 2015**  
5:00 p.m. ~ 6:00 p.m.

**Courthouse Jury Room 114**  
120 NW 4<sup>th</sup> St.  
Corvallis, Oregon

Meeting Called to Order at 5:05 PM

Committee Members Present: Judy Juntunen, Hon. Robert Gardner, Peter Barnhiser, Nancy Hoffman and Dan Read

Staff Members Present: Linda Hukari, James Morales, Ben Dorr, Chris Beilenberg and Kris Pierce (Recorder)

Guest(s) Present: Jill Van Buren

**I. INTRODUCTIONS AND VISITOR COMMENTS**

Jill Van Buren attended the meeting.

**II. AGENDA REVIEW**

No revisions to the Agenda were noted.

**III. ADMINISTRATION**

- **Approval of May 2015 Minutes – The May 2015 Minutes were approved by unanimous vote of the attending members.**

- Other – New Members – The Committee was updated that Benton County Board of Commissioners Office will be recruiting for new members for all of the County's committees in December. Judy requested Staff to check with the BOC's office on the status of Jill's application for the Committee and give the Committee an update at the next meeting. **ACTION: Staff will check on the status of Jill Van Buren's application and update the Committee in the November meeting.**

#### **IV. OLD BUSINESS**

- Follow-up on Action Items from May 2015 – The Committee reviewed the action items from the May 2015 meeting.
- Update on identifying two pictures in Courthouse display case – Judy asked that this item be moved to the November meeting. Linda noted that the pictures of the Judges have been hung in the main hall and was very pleased with them.
- Update on Courthouse Inventory Letter & List – Judy said that the Inventory Letter and List have been delivered to the three departments and will be kept on file at the Benton County Avery Building. She said the list will be updated periodically to be sure to keep an accurate record of the items.
- Update on Courthouse work station upgrade – Linda advised the Committee that the work station upgrades were completed and that they were very pleased with how they turned out. James said that the Elections Office will be looking into the workstation upgrades in their department in the near future.
- Update on Courthouse History Manuscript & Publication Costs – Judy said that she is still working on getting publication cost estimates and will update the Committee at a later date.
- Update on Courthouse Tours – Jill commented to the Committee that the Courthouse tours have been really quiet lately and none have been done since the change in the security access. James mentioned that one tour was given by the Sherriff's Deputy when Jill was out. The Committee will be updated at a later meeting as tours occur.

## V. NEW BUSINESS

- Continuing Discussions on Possible Grants for Seismic Upgrades – The Staff and Committee continued to discuss the possibility of getting a grant to use for the Seismic upgrades needed for the Courthouse. Chris said that they are reevaluating the Structural Analysis based on the current Seismic Code upgrades and the estimated costs for doing so. He said that the work will not be visible and the seismic upgrades would have three levels of upgrades, the first being personal safety. The second being able to occupy the building; and the third would be limited damage to the facility. The Consultant will start his work within the next few weeks and will have a report finished by the end of January 2016. Linda said that there may be a potential for funding available from possible grants in the 2017-2018 Biennium but the County's BOC would have to apply for the grant. She told the Committee that she will forward the information she has to Chris and Chris will follow up with the BOC.

**ACTION: Chris will give an update to the Committee on the Structural Analysis in February. Linda will forward the information to Chris that she has on the potential grants for the County.**

- Update on potential Preservation Projects – The Committee continued to discuss potential preservation projects. Ben reported to the Committee that the Courthouse roof has been upgraded and the clock has been fixed but the tower will need to be replaced in the next 5-6 years. He also mentioned that the roofing material used is a pounded metal plate and it might be good to find a vender who could replicate the roofing materials for use in the future and that the Committee could possibly take on this as a preservation project along with the BOC. Ben said that facilities would need to get a cost of replacement of the stamped shingles and search for a vendor. Judy asked for Ben to email a picture to the Committee and they will start researching possible vendors. Judy also suggested that the Committee check at the surrounding Community Colleges to see if they are capable of taking on a project like this. Staff further commented to the Committee that raising the ceiling in the Courtroom 3 and other rooms would cost any were from \$23 Thousand to \$95 Thousand and Chris asked if the Staff and the Committee

what they felt the long-term goals for Court Room 3 would be. He asked Linda to get the Court's perspective on their needs for Courtroom 3 in the future. Linda said that the presiding judge would be hard pressed to give up that courtroom to use as something other than Courtroom 3.

**ACTION: Ben will email the Committee a picture of the stamped shingle and the Committee will start searching for possible vendors and give an update to the Committee next meeting.**

- Update on Donation Fund Box Display – Judy asked that this item be moved to the next meeting.

**ACTION: Judy will give an update to the Committee on the Donation Fund Box Display next meeting.**

- "Public Notices" Signage and Cost Update – The Committee discussed the options of having the Public Notices moved upstairs and the potential costs and concerns of various departments.

**ACTION: Staff will continue work on a solution for the signage and update the Committee next meeting.**

- Courthouse security upgrade estimate & potential funding – Chris told the Committee that the County is embarking on upgrades on security. He said the scope of the project is increasing and the County has completed an audit on all County facilities. The audit on security raised four issues: 1) lighting in the Courthouse; 2) the lack of cameras; 3) internal locking issues; and 4) cameras and speakers. Staff also said that they are looking into remodeling the Sheriff's Desk for Courthouse security and access control. Chris also said there is a requirement to upgrade the fire alarm systems and that there are current and ongoing failures in the system due to its age. Linda mentioned to the Committee that 13 – 14 Counties are available for a Courthouse Grant and Benton County could potentially get a grant for the Courthouse. Hon. Gardner said that the front door of the Courthouse has some issues with locking and fully closing at times. Ben said the old door closures are an issue and have instructed employees to check the door to make sure it locks. Ben said he will also revisit the door latch issue and make sure it is working properly. Chris told the Committee that the chiller system resides on the roof

of the jail and DA's section of the Courthouse needs to be replaced. The Committee asked if the County will be making provisions for the replacement chiller system if the levy for a new jail passes. Chris said that all of the chiller system would have to be relocated to the ground if that is the case.

**ACTION: Chris will continue to update the Committee as the updates become available on the potential funding.**

**VI. NEXT MEETING**

- November 19, 2015

**VII. ADJOURNMENT**

- The meeting adjourned at 5:57 PM