

MINUTES  
ST. CHARLES BORROMEIO PARISH  
BUILDING AND GROUNDS COMMITTEE MEETING  
April 7, 2022

Tim R called the meeting to order at 12:31.

Present: Fr. Jim, Tim Reno, Roberta Peacock, Chris Lefor, Sherry Wyse, Tim Human and Marilyn Rewa

Absent: Drew Havens and Stewart Smith

Tim led the Holy Spirit prayer.

I. Consent Agenda:

A. Approval of the meeting minutes.

Roberta made a motion to accept the minutes as written from the March 3 meeting.

Chris seconded the motion. Motion: passed.

B. Capital Campaign Funds Report by Sherry Wyse.

Sherry reported there wasn't much changed. One person is still paying about \$23 a time.

Current balance excluding the \$30,780 for the bell tower/stairway project and \$18,000 for the rectory roof when it needs to be replaced is \$27,030.07.

III. Old business

A. Options for the BrickWall/Bell Tower Project

1. Remove the brick and then paint the wall and leave it.
2. Leave it the way it is.

3. Remove the brick and replace it with new brick at a cost of \$120,000 that we may have to repair in 20 years.
4. Remove the wall and replace it with a black wrought iron fence similar to the fence by the church. This option should last at least 50 years.

Our goal is to let the parishioners know our rationale behind removal of the wall. Jim Peacock's rendering will show that. We will have meetings for parishioners so they can ask questions. We need to gather information and costs for the project and then go to the parishioners and talk to them before we do anything.

B. Cost of our proposal for the Brick Wall/ Bell Tower Project.

1. No new information from Diamond Concrete Sawing and Pitcher Perfect Excavating due to Stewart being absent from the meeting due to knee surgery.

**Tim will contact Stewart about Diamond Concrete Sawing and Pitcher Perfect Excavating bids before the next meeting. The bids need to include the cutting and removal of the bell tower.**

2. The bell is old. We may want to reinstall it somewhere on the property. Father pointed out that we should tell the people about the history of the bell.
3. Bid from Cedar Springs Fencing is \$6,125 dated 12/6/21. The bid is for 108 feet of fencing.
4. Tim reached out to some people about constructing a shed and no one was interested in doing it. The people he talked to thought we should use the garage of the white house to store the equipment.
5. Information regarding a new shed. Marilyn has talked to Lisa at City Hall. If we have a structure greater than 140 sq. ft. we have to obtain a building permit. We have to apply for a zoning permit. Marilyn has the paperwork we need to fill out for it.  
The existing shed is: 12'9 1/2" by 11'7" The area is 148 sq. ft.

Marilyn talked to Tom P. from Wayside garden he gave her a quote of \$5,120 for a 10 x 12 Cape Cod shed with a treated lumber floor of  $\frac{5}{8}$  inch thick plywood on 4 x 4 treated lumber with a frame made of 2 x 4s, vinyl siding, architectural shingles, and a roll up standard door. Delivery is included in this price. This price does not include tax because we are tax exempt.

We would need to put a couple inches of stone under the 4x4 treated lumber as a base.

**Chris will check out the price for a 10 x 12 shed from the Amish people she bought her shed from and report on it at the May meeting.**

Jim Rewa said we could build the shed ourselves. The material cost would be approximately \$3,000. A cement base for it would be an additional \$1,000.

6. Dumpster enclosure and cement pad cost.

**Roberta will look into the cost of a 4 sided dumpster enclosure with a side entry door and report on it at the May meeting.**

Tim R pointed out that the city ordinance states that there has to be an agreement between the waste hauler and the customer.

**Sherry will be talking to the trash haulers about the new placement of the dumpster at the south side of the lower parking lot.**

7. Landscaping costs have not been established because we don't have a final plan yet.

8. Father pointed out that we have 2 options with the bell placement. Either make another structure that would fit into the new landscape or put it in a display case in the Narhex with something explaining its history.

Tim R. suggested making an upside down U out of a black metal pipe with a flat part on top to match the fence. The bell would hang from the middle of the upper portion of the pipe. It would be simple and wouldn't take away from the landscaping. The question came up: does the bell

ring? Sherry did say there is a programmable timer in the vestry. When the bell rings there is a clapper that hits the side of the bell.

Fr. pointed out that if we decide to put the bell in the Narthex, we need to figure out where to put it. There is already a limited amount of space there.

It was suggested that we put both options in our proposal and then let the parishioners tell us how they feel about each option. Father said from there our group should be able to come to a consensus based on the input from the parish on what to do. If we can't, then he will have to make the decision. It is important to Father that we honor the history of St. Charles.

B. Cost of replacing brick on current brick wall and the bell tower.

1. Stambaugh Masonry Restoration Inc. Base bid 9/1/21 \$120,175.
- 2.. Nugent Builders, inc 10/4/21 Base Bid \$48,000.
3. Cusack's Masonry Restoration, Inc, 8/30/21 \$131,600

Tim R pointed out that all of these bids are greater than what we have budgeted for the project and the non committed funds.

Tim pointed out we will need to determine the cost of moving the dumpster.

After discussing where the money would come from to pay for the new shed, it was agreed that the money should come from the Capital Campaign.

C. Folding chairs

1. Roberta reported that the questions left concerning the chairs are: stickers on the chair identifying that they are the property of St. Charles and where they would be stored. The chairs have been paid for with donations. As far as storing the chairs, if we get rid of the 16 old wood tables on the carts under the stage

holding the tables may be able to be altered to fit the 60 chairs that won't fit in the chair storage we now use.

**Tim H will modify the table carts to hold the new folding chairs.**

**Sherry will check on the stickers for the chairs and the tables.**

Sherry said that she, Margaret, Jennifer and a teacher are working on cleaning out the storage room to the right of the stage. Other options were discussed as well.

Marilyn pointed out that according to the fire marshall we have room to set up 350 chairs. If we have tables and chairs we have room for 218 people. Roberta stated that realistically we have room for 192 people if we have an event with food and/or dancing.

Marilyn and Chris counted the tables. We have 32 plastic tables and 8 round plastic tables. We also have the 16 wood tables which are not in that good of shape.

Some of the plastic tables do need to be repaired. Tim H and Tim R stated that they checked the tables and they can be repaired.

**Tim H and Tim R will repair them.**

It was also pointed out that the tables need to be cleaned. It was suggested that a power washer could clean them if we used the right cleaner. They will be cleaned when the weather gets nicer. Maybe a work bee.

Some of the new folding chairs have residue on them from the labels. Marilyn has cleaned some of them with the green cleaner used to wash the tables with. Roberta suggested we use Goo Gone which would be faster to clean them

**Tim H will clean them. Roberta offered to help him.** Maybe a cleaning bee.

2. Disposal of metal folding chairs-Marilyn

Chairs that have been rehomed: 38 plus one of the teachers took some. Someone else will be picking up to 50 of them tomorrow.

3. Disposal of remaining chairs and the wood tables.

**Roberta will contact Margaret to see if she needs more tables.**

**Tim will contact St. Joe's and St. Mary's to see if they have a need for any of the remaining metal folding chairs or the wood tables.**

It was decided that any remaining metal folding chairs and tables would go to the Habitat Restore.

Fr. Jim pointed out that the people at the fish fries liked the new chairs. He also thanked Sherry and Roger for getting the chairs from Chicago.

- D. Steeple and proposal for long term fix-Tim R

The steeple is fine for now because it has just been fixed. When Fr. Mike was here we spent \$5,000 on fixing the steeple and we recently spent another \$2,500 to stop leaks. Keiff's would hire a sheet metal person to encapsulate the skylights. They would also cover some of the vents but air would still be able to flow up but moisture would not. Currently we only have leaks when there is a strong east wind. It may be cost effective to cover the whole area.

Marilyn brought this up to John Van Houten of Progressive Engineering in a Worship Space committee meeting. He was not in favor of covering up the skylights. He knows someone who can talk to us about other options.

**Marilyn will contact John and then contact the firm John is referring to.**

**Tim will hold off contacting Keiff's until we hear from John's contact.**

- E. Window replacement on north side of the school-Tim R

The windows have been ordered and the tentative delivery date is mid-June. Tim has people who are willing to donate time on the project.

Tim will contact Dave M about the shingle on the church roof being fixed. Sherry pointed out that Keiffs should be coming back soon to check out another leak in the Activities Building.

- F. More on 'Moving Our Parish Forward Meeting". Marilyn will talk about it at a later meeting.
- G. New controls needed for the HVAC system-Sherry Sherry doesn't have anything new on this.

### III. New Business

- A. Tile on the stairs from the lower level to the Narthex-Tim  
It was decided that members would look at the tile and bring back ideas on what we could do to make it look better to the May meeting.
- B. Andrew Havens-news from the St. Charles School Board-nothing new.
- C. Tim commented that people are having a hard time hearing during Mass. He asked Father if he knew why the speaker was moved from the sanctuary. Father said that with the servers' chairs being moved they thought the speaker wouldn't be needed any more. Tim said that when he was serving Mass it depended on who was speaking and the location of the microphone on how much he could hear. Father said they will revisit the issue and try to put the speaker in a place where it wouldn't be so conspicuous.

IV. Father had no comments.

VI. Comments from committee members.

Marilyn asked if the freezer in the kitchenette in the narthex of the church could be moved somewhere else. Sherry said Tim H is in the process of moving it. Tim H said it will be put downstairs in the store room next to a refrigerator that is there. Topic for next meeting: do we need the extra refrigerator and freezer?

Marilyn also pointed out that we need to recruit new members and it is harder to get new ones if we have our meetings during the normal working day. Fr. suggested we discuss meeting times at the May meeting. Tim pointed out that we

have 3 openings for our committee and Roberta said the Finance Council is also looking for several new members. We will talk at the next meeting. Tim pointed out that everyone on the committee has been an asset to the committee. We will discuss it more at the next meeting.

VI. Date of next meeting May 5. Place Conference room 2.

VII. Closing prayer and adjournment.

Father Jim said the closing prayer.

Roberta made a motion to adjourn the meeting at 2:05.

Chris seconded the motion. Motion passed.

Respectfully submitted,  
Marilyn Rewa



The St. Charles Building and Grounds Committee recommends to the St. Charles Finance Council to approve and award to \_\_\_\_\_ a bid no greater than for \_\_\_\_\_.

\_\_\_\_\_ made the motion.

\_\_\_\_\_ seconded the motion.

Motion passed/failed.

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Motion passed/failed.