

MINUTES
ST. CHARLES BORROMEIO PARISH
BUILDING AND GROUNDS COMMITTEE MEETING
Wednesday Aug 3, 2022

- I. Tim R called the meeting to order at 6:02.

Present: Tim Reno, Roberta Peacock, Stewart Smith, Marilyn Rewa

Abs: Tim Human, Fr. Jim, Chris Lefor, Sherry Wyse, Lisa Coughlin, and Andrew Havens

Roberta read the Holy Spirit prayer.

- II. Old Business

- A. Wall and Bell Tower Project

Tom Couterior talked about the project. He suggested we check the original architect plans and if we can get to the foundation drawings look at them and see if the church walls are symmetrical all the way around. That would mean the church structure alone was made to support itself. Tim R pointed out if we remove the wall there would be 12 inches of the wall's foundation above the steps. We would need a railing wherever there is more than 30 inches between the steps and the ground. We would need railing on the stairs.

We also talked about removing the brick from the wall and stuccoing it and painting it to match some of the brown on the church.

Roberta then went over the Bell Tower and Brick Wall Projects Options-Draft below.

**St. Charles Borromeo Catholic Church
Building and Grounds Committee**

Bell Tower and Brick Wall Project Presentation Options - DRAFT

August 3, 2022

\$30,780 = Restore-Rejoice Capital Improvement Campaign Budget is \$30,800

\$28,762 = Capital improvement campaign non-committed funds

\$59,542 = Total Funds Available

Option 1: Repair the bell tower area and brick wall to its original aesthetic state (1997).

- The concrete wall is structurally sound; however due to faulty installation, the brick veneer continues to deteriorate.
- Repairs include demolition of existing brick on wall, planter boxes and bell tower, laying new brick and relaying existing limestone caps. **Cost: \$151,340**
- Remove the steel storage shed and dumpster enclosure and purchase and install new ones. Both were constructed at current location in XXXX. **Cost: \$9,365 (see Option 3)**
- **Total Cost: \$160,705**

Include a picture of area as is from the perspective of J. Peacock's rendering and small pictures of damage.

Option 2: Remove brick wall, bell tower, storage shed and dumpster.

- Install black decorative fence along stairs.
- Hang bell to South of existing bell tower in landscaping.
- Costs: Brick removal by volunteers = \$400
Demolition = \$12,215
Fence installation = \$6,737
Bell Tower Installation = \$XXXX
Landscaping = \$XXXX
Removal of glass panels = \$XXXX
Repurpose St. Charles Borromeo glass panel = \$XXXX
Utility work = \$500
Total cost = \$XXXX

Include J. Peacock rendering and picture of decorative fence along upper classroom.

Option 3: Leave bell tower and brick wall as is and move and replace storage shed and dumpster enclosure.

- The concrete wall is structurally sound. The bricks will continue to deteriorate.
- Caulk wall and planter boxes cap joints and regularly maintain to slow brick freeze/thaw damage.
- Continued ivy growth will hide brick deterioration.
- **Storage shed:** purchase and install South of the rectory driveway.
- **Cost:** Structure and delivery = \$4,215
Site preparation and demolition = \$500
Total Cost = \$4,715
- **Dumpster Enclosure:** purchase and install at South end of Lafayette church parking lot.
Cost: Labor and Materials = \$4,400
Demolition = \$250
Total Cost = \$4,650
- **Caulking Cost = \$XXX**
- **Option 2 Total Cost = \$9,365 + caulking cost**

Include small pictures of damage.

Option 4: Leave bell tower, brick wall, storage shed and dumpster enclosure as is.

- The concrete wall is structurally sound. The bricks will continue to deteriorate.
- Caulk wall and planter boxes cap joints and regularly maintain to slow brick freeze/thaw damage.
- Continued ivy growth will hide brick deterioration.
- Include small pictures of damage
- **Cost:** Caulking = \$XXX

Submitted by Roberta Peacock and Marilyn Rewa

We talked about an option where we would demo the brick off, then stucco or plaster the wall then paint the wall. We could save a lot of money that way even if we hired someone to take the brick off the wall.

Tom suggested that if we do remove the present bell tower we make the new one look similar to the spire on the church.

Tom pointed out that structurally the wall is fine. He suggested we have someone come in and fix the west end of the end wall using cement plaster. Tim pointed out that was done on the basement convent wall. The cap would still have to be removed. It could be reused by cutting it down. If we stucco the wall we wouldn't even need the cap.

Tom suggested demoing the 2 bulkheads on the sides at the bottom of the steps. If we were to do that, we would want to pull the cap off and look to see what's in there. After looking at it Tom thought the bulkheads were added after the wall of the church was finished.

Roberta asked Tom if he knew of anyone who could help us with building and designing the new bell tower. His business, Couturier Iron Craft, could help us once we have a rendering or some idea of what we want. Then they could give us a budget number.

We discussed the location for the new storage shed. Fr. Jim had previously said it is fine with him to put it at the end of the rectory driveway.

We discussed moving the dumpster but not putting an enclosure around it at this time in case we decide to move it again. Another option is to go with small trash cans like the school uses.

A new option will be removing the brick from the wall and stuccoing the wall or spraying concrete on it and then painting it. We would do that to the bell tower base too. We would have to get a quote on removing and disposing of the brick, resurfacing the concrete wall, and painting it. Tim suggested calling Matt at Brad's Cleaners. They were the contractors on fixing the brick on the old convent.

Stewart volunteered to contact some vendors to get quotes for the above option.

We also discussed taking the brick off and seeing what it looks like without the brick.

It was noted that the metal structure on the bell tower is just sitting in the bell tower independent of the cement structure.

Stewart asked the people at Builders Glass if they knew anything about the glass panels and they said they didn't remember having anything to do with the glass panels.

Roberta said she found out from Jennifer that the earliest that we could do a presentation is the weekend of Sept. 24 and 25.

It was discussed why we decided to do a presentation on options for the wall. The reasoning was given the possible cost (up to \$150,000), we as a committee weren't sure what direction to go, and letting the parishioners know what we were considering doing.

We will use \$5,000 as an estimate for landscaping, hanging the historic bell, removing the glass panels, and repurposing the old glass panels.

III. Consent Agenda

A. Approval of the June 1, 2022 meeting minutes.

Roberta made a motion to accept the minutes as written from the June 1 and the July 6 meeting.

Stewart seconded the motion. Motion passed.

B. Capital Campaign Funds Report by Sherry Wyse.

Per Sherry's 8/2/22 email: "There are no updates on the income since the previous meeting and no expenses."

III. Old Business cont.

B. Folding chairs and tables

1. Tim H- report on the plastic folding tables and the new chairs.

Marilyn talked to him today and he said there are more tables to fix. He will have them fixed by the time school starts. He cleaned the tables with a bleach solution.

He thought all the chairs had been cleaned but he will check them and have them cleaned by the time school starts.

Tim suggested we wait until school starts and if the chairs aren't cleaned or the tables not fixed we discuss it then.

2. Sherry report on the stickers for the folding chairs and tables.

Per Sherry's 8/2/22 email: Sticker ordered but not received.

- C. Marilyn - update on the skylight

Tim H. told Marilyn that Dave from Architectural Glass was here today. She did not receive a report today.

Due to the rain storm the area around the steeple did leak last weekend. Tim R said we have to fix the leak before we can do any work on the skylight.

- D. Sherry - report on the shingle replaced on the church roof.

Per Sherry's 8/2/22 email: She called Kieffs to repair the shingle.

- E. Tim R report on the stairs from the lower level of the church to the Gathering Space.

Tim did measure the stairs and the landing. It is around 130 square feet. Tim found 2 boxes of vinyl floor tiles that we could use and we wouldn't have to buy many more to complete the job. Tim pointed out that the risers would have to be painted. We will make a decision later on what we want to do.

- F. Tim R- report on possible new members on B & G committee

No one has approached Tim on being a member of the committee. Tim mentioned that after the bell tower project has been completed we should be able to meet quarterly.

- G. Tim R-report on the new windows in the school. The project is done!

Tim said that the crew (Pete R, Chris H., Jim R, Jim P, Amo H, and Gary F) were a huge help and worked well together. Mary R, Sally C, and Pete also helped Tim with the painting.

- H. Tim R- report on the pavers to the outdoor Mary Fatima statue.

Tim has done all the measuring. He is suggesting solid paver bricks that interface with each other to create a smooth path. He would put sand where there are any openings to prevent weeds from growing. Stewart offered to help Tim with this project. They plan to complete the project before winter,

- I. Tim H-update on the sidewalks in need of the repair.

Tim H was absent so there was no report from him.

Tim R. explained that when he and Gary were working on repairing the flagpole in front of the school where the sidewalk needs to be repaired Gary tripped where the sidewalk needed to be repaired. Fortunately, Gary was not seriously hurt. Tim mentioned that he had sent a picture to Sherry in May of a product that would fix the problem. Unfortunately, nothing was done to fix the problem. There is at least one other spot that needs to be fixed too. Marilyn was told it would be fixed once school starts. Tim did send an email to Sherry and copied Father Jim explaining what happened to Gary.

- J. Sherry-update on repairing the cracks in the parking lot.

Per Sherry's 8/2/22 email:

1. Blacktop just the crack repair on Lafayette parking lot \$850.
2. Blacktop crack repair off from Oak St. with sealing and striping included \$4,348.
3. She also asked for Oak with just crack repair and a quote for the lower parking lot with crack repair, sealing and striping. Still waiting for those.

It was suggested that Tim H fix the cracks and worry about fixing the rest in the spring.

K. Marilyn- update on fixing the railing by the heating plant.

Tom Couterior has fixed the railing. It looks wonderful and is much safer.

IV. New Business

A. Andrew Havens-news from the St. Charles School Board

Per Andrew's 8/2/22 email: There is currently no new update news from the school board.

B. Sherry report on the leaks in the Narthex and the skylight.

Per Sherry's 8/2/22 email: The steeple is still leaking after the last hard rain.

Narthex leak: Tim H will check on when he gets the school ready.

V. Fr. Jim's comments. absent

VI. Comments from parishioners.

A parishioner complained that there is a trip hazard where Gary fell last week.

VII. Comments from committee members.

Roberta is concerned that last year when the Building and Grounds committee did the walkthrough of the St. Charles campus it was noted that the sidewalk where Gary fell needed to be fixed and it still has not been fixed. The members are concerned that we don't know what else hasn't been taken care of. Someone needs to prioritize the list. The work order system is a good start.

VIII. Date of next meeting Sept. 14 from 6 to 7:30. Place _Conference room 2.

We will have the meeting and then do a walkthrough of the campus.

IX. Closing prayer said by members.

Motion made by Roberta to purchase the shed from the Amish Company for the amount (\$4,215) that Chris Lefor gave us and to place that

at the south end of the rectory driveway. Fr. Jim has already agreed with this. Stewart seconded the motion. Motion passed.

X. Adjournment

Roberta made a motion to adjourn at 7:47 by Roberta. Stewart seconded the motion. Motion passed. The meeting was adjourned.

Respectfully submitted by,

Marilyn Rewa, Secretary