

MINUTES  
ST. CHARLES BORROMEIO PARISH  
BUILDING AND GROUNDS COMMITTEE MEETING  
July 6, 2022

I. Roberta called the meeting to order at 6:02

Present: Fr. Jim, Roberta Peacock, Stewart Smith, and Marilyn Rewa.

Absent: Tim Reno, Chris Lefor, Sherry Wyse, Andrew Havens, Tim Human.

Prayer said by Stewart Smith. Heavenly Father, we come to you tonight asking for your grace, guidance, wisdom, and support as we begin this meeting.

Help us to engage in meaningful discussion; to respect and preserve the dignity of everyone in this room, allow us to grow closer as a group and nurture the bonds of community in our parish. ]

Fill us with your grace, Lord God, as we make decisions that will affect each member of our parish family—and visitors of St. Charles Church—not only now but over the next 50 years into the future of our parish. Only you know, in the context of your great plan, what affect our decisions will have.

Continue to remind us that all we do here today, all that we accomplish, is for your greater glory, and for the service of our parish family. We ask these things in Your Holy name, Amen.

II. Consent Agenda:

A. Approval of the meeting minutes. Roberta pointed out that we can't approve the minutes because we don't have a quorum.

B. Capital Campaign Funds Report by Sherry Wyse.

**Sherry via email; July 6 3:11 pm I will not be able to make the meeting tonight, I have out of state relatives arriving. There have been no additional payments made since last month.**

III. Old business

A. BrickWall/Bell Tower Project

1. Stewart - update from Pitcher Perfect Excavating.

Stewart talked to Mark Pitcher today and Mark assured him that his crane will be able to lift the steel structure off the bell tower and put it in the parking lot if he uses the other part of the garden area to the south of the bell tower rather than working from the upper parking lot and moving the Mary statue. However, this will cause more disruption to the landscape. Mark will restore the grade when he gets done. Mark estimated that the weight of the bell tower is 6,500 pounds and that his crane is graded for 8,000 pounds at that height. He will place the bell tower structure in the parking lot allowing the diamond cutting company to continue their cutting.

Mark originally wanted to salvage the steel structure but Stewart told him we plan to use it to build the new structure to house the bell. Mark's original quote of \$8,000 will not change.

Stewart did say we have to find someone to remove the glass panels from the tower before Mark takes down the tower.

Stewart questioned who put the panels up.

**Marilyn will question Tom Courterior to see if he knows how the panes are attached and how to remove them.**

2. Tim R- update on moving the dumpster

**per email report Mon. Jul at 10:31 am**

**Dumpster: I had correspondence with Mr. Tanner, the local rep. for the waste hauling company serving St. Charles.**

**He approved both locations for the dumpster, south end of the parking lot and if we discern that is not suitable, the location approximately 40' south of its current location is acceptable.**

**An enclosure is not required. If we choose to build an enclosure the clearance around all sides of the dumpster is 2 ft.**

**The information from their website is for an industrial setting with heavy loads in the dumpster.**

Roberta pointed out we just have basic trash garbage so we don't have to have a cement pad under the dumpster. We have to decide if we want an enclosure to make it look nicer around the dumpster.

The quote that Roberta got from Grand Rapids Fence Co. is \$4,400. The quote calls for vinyl sides. We may be able to make the enclosure smaller because the dumpster we currently have is much smaller than what we

had originally. Stewart thought that the new dumpster company GFL put a smaller dumpster in.

Marilyn said she would like to have an enclosure around the dumpster so people wouldn't be using it to dump their personal trash in it. Stewart agreed. Fr. Jim pointed out that the whole idea behind the project is to make the area look better. In fact, enough better to justify the expense. Stewart suggested an enclosure be built similar to what St. Joe's has. It is a brown wood enclosure.

It was agreed that it would have to be a professional looking job which looked real good.

Possible people to ask about who built the gate at St. Joe's are: Mary Keiger, Mark Emmons, Tessa Hoffman and Greg Terry.

**Stewart will try to find out who built the enclosure.**

3. Marilyn suggested that we could use the \$4,400 when preparing the presentation for the parish because the enclosure shouldn't cost more than that. (The \$4,400 is the amount of the quote from the Grand Rapids Fencing Co. Roberta emailed June 2 at 4:32 pm.)

4. Roberta-update on the rendering of the Bell Tower.

Roberta gave us a copy of Jim's latest rendering.

5. Tim R- update on the presentation to the parish about the Bell Tower and brick wall.

**Per Tim R's email report Mon. Jul at 10:31 am : no action has been taken.**

Roberta talked about what we are going to tell the parishioners about the Bell Tower Project.

The \$110,000 project that would make it look like it did originally but we don't have the money to complete the project.

The project where we take the wall down and put fencing like we have around the outdoor classroom. Cedar Springs Fencing was

contacted to make a bid on the fencing. They were the company who installed the fencing by the outdoor classroom.

Then we looked at taking the Bell Tower down because it is deteriorating. We have a rendering so we can better visualize what it will look like. We can give a list of the quotes we have so far: cutting up the concrete, hauling the concrete away, the cost of the fence and then give the total. We would also give the cost from the other companies about replacing the brick. The other option is to leave the brick the way it is now. The bricks are for aesthetics. The wall and the bell tower are not falling apart. The bricks are continuing to crumble and looking worse and worse. We have \$30,800 from the Capital Improvement campaign plus \$28,762 in non-committed funds. We would put all this information on our poster along with current pictures and the rendering we have. Marilyn said the total for the proposal which we have been working on is: approximately \$26,000. This does not include landscaping or the new bell tower.

\*Marilyn realized when she was typing the minutes she had the wrong amount from Diamond Concrete. It should have been \$4,215 and she forgot to add the amount for the demo saw that would have to be purchased for volunteers to remove the brick from the existing wall and the bell tower which is \$399. The new estimate would be \$27,966.

Roberta pointed out that we don't need a cement pad for the dumpster but we may have to do something with the underground electrical work for the new bell tower. Stewart pointed out that the well for the heat pump is in that area too. He thought there would be \$500 to \$600 in miscellaneous expenses to disconnect and reconnect the electricity.

We discussed how the Nugent Builders wall masonry repair bid was different from the higher bids.

#### **At the end of Mass Presentation**

Fr. Jim pointed out that we need to make a case for why we're doing this, what it is going to look like and what it is going to cost. If parishioners have more questions after that we should have the information to answer their questions.

We talked about taking pictures, enlarging the ones that show what the wall looks like now so the parishioners can see what it looks like and putting them on the presentation board. Like we did for the Capital Campaign. We will be available after Mass to answer any questions, write down parishioners comments, collate them, and then give copies to Fr. Jim and Sherry. Roberta pointed out that she and Marilyn will make the presentation board.

Roberta said the cost to cut down the wall and bell tower, put up the fence etc. will be around \$30,000. We have the money in the Capital Campaign fund.

Roberta and Marilyn will make a mock up of the presentation board. We can send the B & G members the information before we give the presentation to the parish. We can leave it up for a few weeks and hopefully do the project in the fall. We will plan to do the presentation on August 6-7 weekend. We will need 2 members at each Mass.

It was decided we would try to get an amount of what it would cost to do the project within 10% either way of the actual cost of each of the ways we could do the project.

Father will probably make an announcement about the ideas letting the parishioners know the presentation boards will be in the Narthex along with committee members to answer questions.

**Roberta will check with Jennifer to see which weekend we can present this to the parish.**

6. Chris - shed pricing.

**Quote from Chris via Tim R \$4,215 Friday, June 10, 11:33am**

**B. Folding chairs and tables**

1. Tim H. Report on the plastic folding tables and the new folding chairs. Have they been power washed and fixed? Have all the new chairs been cleaned? **Tim H absent-no report**
2. Sherry report on the stickers for the folding chairs and tables.

**Per Sherry's email 7/6 at 3:11 -Labels have been ordered**

C. Marilyn - Skylight

Marilyn talked to Dave from Architectural Glass and Metal on June 28th he has not had time to come out before the meeting. He will try to get here before the August meeting.

D. Sherry - report on the shingle replaced on the church roof.  
No report Sherry not present at the meeting.

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

**Per Tim R's email report Mon. Jul at 10:31 am:Stairway no action taken.**

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

No report from Tim. Marilyn did talk to Lisa and she is interested in becoming a member but could not attend tonight's meeting.

G. Tim R-report on the new windows in the school.

Roberta reported that the windows were installed last week. The interior work still has to be completed.

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

**Per Tim email report Mon. Jul at 10:31 am: measurements have been taken, no further action.**

Stewart said that he suggested to Tim to wait to install the pavers until after the wall and bell tower construction is complete because the landscaping may have to be redone.

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

Tim R-update on sealing the ledge on the west side of the school.

**per Tim R email report Mon. Jul at 10:31 am discussed with Tim H, there was some confusion on the location of the problem. Corrective action to follow.**

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

**Per Sherry's email 7/6 at 3:11: quotes for blacktop crack filling have been requested but not received yet.**

**Per Tim R's email Report Mon. Jul at 10:31 am:  
Parking lot: there are numerous cracks in the asphalt parking lot that will need filling prior to winter. The cracks allow water to seep into the asphalt and freeze, causing damage to the lot.**

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

Marilyn talked to Tom Couturier. He plans to have the railing fixed by the middle of July.

III. New Business

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

**Per Andrew's email-no new updates and from the school.  
More info after the 7/20 school board meeting.**

IV. Fr. Jim's comments.

"You're doing great."

V. Comments from parishioners.

Stewart said a parishioner commented to him that whatever was done to the sound system he can now hear better during Mass. Karin had checked out the sound system and found that something had gotten turned off. She turned it back on and now it's better.

VI. Comments from committee members.

Roberta talked about a situation that occurred during Vacation Bible School. She said the safety protocol was not being followed. All of the doors to the lower level of the school were opened. She was concerned that anyone could come into the building and have free rein over it. Fr. Jim came by and asked Tessa why the doors were opened. Tessa gave an explanation of why they were opened. Roberta was concerned that the staff, Molly, Karin, Kathleen and Jennifer were vulnerable during that time. Tessa said there would be someone with the children at all times and she had hall monitors too. The meeting ended and when she was leaving the K of C library she noticed there was no hall monitor anywhere. Roberta was concerned for the safety of all the people in the building because anyone could have come into the building. Roberta complimented Father on his talking to Tessa about safety and security. Stewart talked about how the RCIA group locks the door as soon as everyone without a key is present. It is what all groups should do. Fr. Jim said that there would be discussions about overall safety for the campus. Father would follow up then.

**Per Tim R's email Report Mon. Jul at 10:31 am: When the shed and dumpster enclosure is removed, we will need a location for extension ladders. An area to consider is the west wall of the activities building. Ladders can be mounted and secured on the wall.**

- VI. Date of next meeting Weds. Aug 3 from 6 to 7:30. Place Conference room 2 Fr. will not be there due to his being on retreat.
- VII. Father said the closing prayer. The meeting was adjourned at 7:13.



Projected cost for Bell tower/Brick Wall as of 7/6/22 prior to the meeting.

**Proposal A**

1. Bid to cut up brick wall only by Diamond Concrete Sawing:\$2,416.
2. The fence and the installation Dec. 2021 bid from Cedar Springs Fence is \$6,125. (Figure 10% increase in price from last year.)
3. Bid from Pitcher Perfect: Cost for removing the bell tower is \$5,900. This is with us moving the Mary statue and putting it back. Cost for Hauling away bricks \$2,100
4. Bid from Grand Rapids Fence Co. for fence around the dumpster: \$4,400.
5. Bid for shed only: \$4,215.

**Total: \$25,768.50**

6. Landscaping???
7. Cost for new bell holder and its placement.

**Proposal B bids**

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

Bell tower/Brick Wall Updated 7/26/22

**Proposal A**

1. Bid to cut up brick wall only by Diamond Concrete Sawing:\$2,416 wrong amount.  
It should have been \$4,215.
2. The fence and the installation Dec. 2021 bid from Cedar Springs Fence is \$6,125. (Figure 10% increase in price from last year new cost \$6,737)
3. Bid from Pitcher Perfect: Cost for removing the bell tower is \$5,900. Cost for Hauling away bricks \$2,100
4. Bid from Grand Rapids Fence Co. for fence around the dumpster: \$4,400.  
Add to cost: site cost and demolition \$500
5. Bid for shed only: \$4,215.  
Add to cost site prep and demoltion \$250
6. The amount for the demo saw that would have to be purchased for volunteers to remove the brick from the existing wall and the bell tower which is \$399.
7. Cost for miscellaneous expenses to disconnect and reconnect the electricity  
\$500 to \$600.

**Total: \$28,466 to \$28,566**

**New total \$29,216**

Landscaping cost ???

Cost for new bell holder and its placement ??

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