

MINUTES
ST. CHARLES BORROMEIO PARISH
BUILDING AND GROUNDS COMMITTEE MEETING
Wednesday February 1, 2023

I. The meeting was called to order by Tim R at 6:00.

Present: Tim Reno, Roberta Peacock, Stewart Smith, Fr. Jim Wyse, Sherry Wyse, Tim Human, Andrew Havens

Absent: Chris Lefor, Tim Human, and Drew Havens

Parishioners: Sean Truba and Mike Jacobs

Fr. Jim opened with a prayer.

II. Consent Agenda

Approval of the October 5, 2022 meeting minutes and the 2-1-23 B & G Meeting Agenda.

Roberta made a motion to accept the minutes as written from the October 5 meeting and the 2-1-23 B & G Meeting agenda.

Stewart seconded the motion. Motion passed.

III. Old Business

A. Wall and Bell Tower Project

Results of the storage needs assessment.

Sherry said Tim H has been working on getting the storage places organized but the places still need quite a bit of work done to them.

Sherry said that putting the storage shed over by the rectory would not help with the preschoolers' bikes being a place easy to get to when

they were needed, which she had talked to Margaret about that day and that Tim having to go over to the shed everytime he needed something out of it would take up a lot of time. She said that having the storage shed by the rectory is not a great location and moving the dumpster to the new location wasn't going to work either, especially in the winter with snow removal. Fr. Jim asked about who talked to the dumpster people about the placement. Tim said he did and that the regional director said it was not a problem with either of the places Tim R pointed out to him.

Roberta summarized what has been going on for the last couple of years with the bell tower/wall project. The group thought we had a plan for the storage shed. It was approved by us to purchase a storage shed and place it on the rectory property. The Finance Council approved ordering it. Then the question of adequate storage space for the entire campus came up. The shed has to be moved so we can fix the brick on the wall and the bell tower and if we were removing the storage shed we wouldn't put it back where it had been. Tim pointed out that we can't do anything with the project until a decision is made about the storage shed and dumpster.

Father asked if anyone had talked to Fred, the person who plows the snow and no one had. **Roberta said she would talk to Fred.** Sherry said she had gotten feedback from some of the staff who did not want the dumpster moved farther away from the door. Tim R suggested we move it only 30 feet. Sherry said that wouldn't be a good idea due to the fire marshall saying that it was too close to the white house due to dumpster fires in the community. Tim R again asked for information on who the fire marshall was so he could contact him. Tim said he was in the fire business for 30 to 40 years and saw no problem with the dumpster being there.

Sherry will get the fire marshall's name to Tim R. Sherry texted Tessa and found that Greenville doesn't have one. Tessa talked with Sergeant Bryan Bloomstrom, a Greenville public safety officer, who does a lot of the fire training.

Roberta explained the 5 plans we had come up with to deal with the bell tower/brick wall project that the parishioners had given money to. To do the project the storage shed and dumpster would have to be moved.

Roberta asked Sherry if the staff doesn't want the dumpster to be moved and she said Yes. Sherry said that she had never said she wanted it moved. That it is most practical to leave it where it is now.

Tim R asked Roberta to check with Fred about the snow removal for both options of moving the dumpster. She agreed to do that and said she would email us with his answers.

Sean will talk to his step-brother who owns a landscaping business about options for a new enclosure around the dumpster if it is going to be moved. Marilyn will get the dimensions to Sean.

B. Folding chairs and tables

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

Sherry said it would be good to have a work bee to fix the tables, clean them and clean the chairs. Marilyn said she would get a work bee group to accomplish this task. Roberta said her husband Jim could help with fixing the tables.

Sherry contacted Tim H. during the meeting. Sherry reported that Tim texted "the chairs have been done and some of the tables are fixed and washed. He still has some of the tables to be fixed and washed but should have them all done next week."

2. Sherry reported that the stickers are on the folding chairs and tables.

C. Sherry-update on the cracks in the parking lot being repaired by Tim H.

Sherry said they were fixed. Stewart pointed out that the upper church parking lot cracks were not totally fixed. He suggested we hire the person whose child is a student here.

D. Sherry and Tim R-update on the leak in the skylight.

Tim R.-update on the results of Jake Schmiedicke and his drone.

Tim R and Jake saw that it appeared from the pictures from the drone that the problem is around the windows of the skylight. This is a common problem with skylights. He said we have 2 options. One is to cover that area with lexon which would still allow some light to come through or use sheet metal to cover it. He said and Sherry agreed with him that the parish has already spent over \$10,000 fixing the skylights.

Sherry said that Tom Cripps, a member of the Finance committee, gave them a name of a company that fixed one of their buildings with a similar problem. Someone from that company came and looked at the steeple. That company said when you have skylights every 10 to 15 years you have to have someone go in and reglaze everything. The company would do this for \$7,800. It is regular maintenance. Every 10 to 15 years this would have to be done.

Tim R. pointed out we could do this but then in 10-15 years the price will go up.

Tim R said another option is to encapsulate the whole thing and be done with it. Father asked if we could add a few lights to make it brighter. Tim thought there were already lights up there and maybe we would just have to improve on them.

He said he didn't know how good lexon would be in cold weather to cover the skylight. If we used something like decorative sheet metal or something it would be a permanent solution.

Stewart had some information from a steeple company. Stewart talked to John at Sheriff Goslin, a roofing company who agreed to check the steeple out. John said the best thing to do is to do away with the skylights and box that in with ornamental steel roofing, caulk it in and screw it to it. He said that would solve the problem. John said he couldn't tell for sure without spending \$2,000 of our money to bring a lift in so he could see what needed to be done. John gave Stewart another phone number from the Ornamental Roofing Company in Dorr. After that man looked at the steeple he concurred with John that the steeple needs to be closed down and sealed in order to have a permanent solution.

Fr. Jim said he would like to have it fixed so that the next generation would not have to worry about it.

Roberta brought up that there would need to be cosmetic work on the inside of the church once the exterior work is completed. Tim R reminded us that Dave Mendrea had someone who volunteered his time to do that.

Tim suggested we use money from the Capitol campaign to pay for fixing the steeple. Roberta said we have around \$25,000 unallocated money that we could use to do that.

Tim R asked Stewart if he would proceed on this and talk to the Sherriff Goslin people to get a bid from them. **Stewart agreed to get in touch with Keiff's, the Ornamental Roofing Company, Sherriff Goslin and ask them to check it out when the weather allowed.**

Stewart pointed out that in order for Sherriff Goslin to make a bid we would have to pay for them to bring a lift in. Tim R said there is a way to walk up the backside of the steeple and see the glass enclosure.

Tim R suggested we ask Sheriff Goslin's and the company from Dorr if they have or could use drone shots to come up with a bid. **Stewart will check on it.**

Tim R thought Jake Schmeidicke would be able to get drone shots of the steeple.

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

Sherry said the sidewalks are done for now but especially the one by the Franklin Street school entrance should be checked in the spring.

- F. Sherry- update on the completion of the items needing to be addressed from the walkthrough of the St. Charles campus.

Sherry reported Tim H replaced some of the ceiling tiles, G & D repaired or replaced the lights in some of the classrooms that were blinking or not working. They also put in extra outlets in some of the offices where there had been extension cords. When the person from the

Michigan Catholic Conference audit came in she noticed that a couple of GFIs weren't working. Jim Peacock came in and fixed them.

Sherry said she would be sitting down with Tim H soon to work on things on the list. Roberta suggested prioritizing the list and putting the safety issues first particularly the east wall in Margaret's office and the computer room which may have a water leak.

IV. New Business

A. Andrew Havens news from the St. Charles School Board. Andrew was absent but Roberta and Stewart had reports.

Roberta reported that Katie Johnson, the school board president, asked her to report on concerning improving the signage on the St. Charles campus. A woman from Valley City St. Louis sign company came and walked through the campus with Katie, Margaret, Sherry and Roberta about it. The lady sent a lot of pictures to Katie of what she came up with. Katie thought she sent this to us but she realized she hadn't. She will send it to Tim R and Marilyn for our input.

Tim R suggested that if the School Board is looking to increase the signage or put electronic signs around the campus exterior they should contact the city's planning commission to see what the ordinances are.

Fr. Jim pointed out there is a need for signage on the outside to draw people in and on the interior so people don't get lost.

Stewart introduced information from the Parking Lot Century Walk Company of the stencil options that the School Board is anticipating putting in the upper parking lot. Currently there are some in the hallways of the school. The ones Stewart showed us will be painted on the parking lot. The options will help students with coordination and to burn off energy during the day. They will be durable but will need to be refreshed occasionally.

Stewart said the upper parking lot needs some maintenance done before the stencils can be applied. Stewart said the markings won't

interfere with the yellow lines on the parking lot. He also suggested that this idea be presented to the parish before it is done.

B. Fr. Jim update on the St. Charles Worship and Liturgy Committee meeting regarding the remodeling of the St. Charles Church Worship Space.

Fr. Jim said he met with the bishop and he is not opposed to the plan. The bishop told him the next step is to talk to the Art and Architecture Committee. Father has contacted them and hopes to have a meeting set up with them by the end of the week. After that meeting Fr. Jim plans to have larger conversations with the parishioners. He will emphasize they have a concept but nothing has been set in stone except the boundaries he has put into place. Which are: the changes to be made to the interior of St. Charles Church will not look like a garage sale, it will be faithful to the duties the church already has, it will look like it was always meant to be this way and it's going to be faithful to the Church's teaching on liturgy of worship.

Tim R pointed out if the sanctuary is expanded there are water lines underneath the floor.

Sherry asked Fr. Jim if the handicapped ramp is being removed from one side of the altar if it would be put on the other side. Father assured her there would continue to be a handicapped ramp. Father said both he and the bishop believe that to be important.

C. Tim then addressed term limits for members saying that the B & G committee has been in existence for 5 years and most of the members have exceeded their terms.

Marilyn read from the Article 3 Membership

Section 1: Number of members. "The B&G shall be composed of at least 6 active voting members." We currently only have 5 members. Unless Mike and/or Shea join the committee.

Section 3: Terms of Office

The terms of the voting members shall be staggered so that each year, two (2) voting members end their term and two(2) members are selected to fill the vacancies using the process cited in Article III, Section 7.

Currently we have 5 voting members and 4 of the 5 this is our 5th year. (Roberta, Chris, Tim, Stewart and Marilyn. Chris, Roberta, Tim and Marilyn have been members for 5 years and Stewart has been a member for 3 years.)

Roberta clarified that when we created the charter we knew we needed members with experience on how to get these projects going. Tim R stated that 2 people had joined us since the original group and 2 (Tony Cusack and Charlie Smith) left the committee. Stewart Smith joined the committee when Charlie left. Mark Harrington and Dave Mendrea have resigned from the committee also.

Roberta suggested putting something in the bulletin to recruit more members.

V. Comments from parishioners.

Mike Jacobs complimented the committee on being a functional committee who don't always think the same and thanked us for all the work we have done.

VI. Comments from committee members.

Roberta pointed out that 4 of the bulbs are burned out in church. They are on the sides of the altar but we would have to rent a lift to replace them. They are LED lights.

Father asked if all the lights should be replaced at the same time. No one had an answer for that question. It was decided that nothing would be done until the steeple leak was fixed due to the cost of renting the lift.

Stewart talked about moving the mailbox that is outside of the Parish Office. Right now it's just outside of the roof and drips right on the mailbox. Sherry and other members remembered that Keiffs was supposed to have put an

eavestrough there or something to stop the dripping on the mailbox when they put on the new roof.

Stewart said he will talk to them about it when he talks to them about fixing the steeple.

Sherry talked about the security walkthroughs to see how to make the school and the facility safer. They are suggesting we have one dedicated monitor plus a computer to run the monitor so that you could see what is going on all the time. It was suggested that the computer and monitor be put in the principal's office because she doesn't have that set up now but the school secretary and the parish office have a way to check on the cameras now. The cost for the computer and monitor would be \$750 for the ones Jeff Hoffman has been looking at online. Sherry pointed out the price does fluctuate daily.

Stewart suggested we buy the computer and monitor from someone who will maintain it and repair it because if Jeff is no longer able to do so then who would do it.

Father agreed with Stewart.

Sean and Mike were both interested in joining the committee but have some questions.

Tim R said we need to look for new members and he is at the end of his term and he will be leaving the committee soon.

Several people thanked him for his time, his leadership and sharing his knowledge.

VII. Date of next meeting March 1. Place Conference room 2 at 6 pm.

VII. Closing prayer said by all members.

IX. Adjournment. Roberta made a motion to adjourn the meeting at 7:53. Stewart seconded the motion. Motion passed.

Respectfully Submitted,
Marilyn Rewa, Secretary

