

MINUTES
ST. CHARLES BUILDING AND GROUNDS MEETING
July 7, 2023

I. Fr. Jim opened with prayer at 2:33.

Members present: Andrew Havens, Roberta Peacock, Marilyn Rewa, Stewart Smith, and Fr. Jim Wyse

Members absent: Sherry Wyse, Tessa Hoffman

Father asked Tessa if she would like to be a member of the Building and Grounds Committee. She said she would. Unfortunately, she is out of town this weekend and couldn't make it to the meeting.

II. Consent Agenda

A. Roberta made a motion to accept the agenda as written for the July 7, 2023 meeting. Stewart seconded the motion. Motion passed.

B. Stewart made a motion to accept the meeting minutes as written for the June 2, 2023 meeting. Roberta seconded the motion. Motion passed.

III. Old Business

A. Folding tables in the Activities Building update by Roberta.

Roberta reported that Jim P could not fix the top of the round tables. The company who made those tables does not sell just the tops. Roberta and Jim's recommendation is to check with other manufacturers to see if they would have replacement parts and if they don't then purchase 8 new round tables. Roberta said there is about \$2,000 left from the chair fund with the matched funds from a parishioner. She said if that isn't enough money the previous match chair donor would donate any additional money needed.

Roberta will talk to Verdun's Funeral Home to see what manufacturer their round tables are from.

Stewart reported he has not been to a Knights of Columbus since the last Building & Grounds meeting to talk to them about a group of them cleaning the rectangular tables. They should have the tables cleaned before school starts.

Stewart will talk to the Knights of Columbus members at the next K of C meeting that he attends to see if some of them would help with this project. Stewart will keep Roberta posted about the K of C involvement.

B. St. Charles Building and Grounds Charter Update report by Roberta.

Roberta has not done the formatting changes yet. She and Marilyn will work on an amendment to the Charter regarding attending meetings electronically. They will also talk with Katey Johnson, the School Board Secretary, concerning this. Finance, School Board and B & G are the only groups with charters so we will work together to write the amendment.

Roberta and Marilyn will meet to work on the wording of the amendment to the charter.

Stewart mentioned that an organization he belongs to are updating their charter concerning voting electronically and their lawyer said the vote had to be unanimous in order to approve anything because there is no opportunity for discussion on the motion.

Roberta will call the diocese to see if we vote electronically does the vote have to be unanimous apply to our groups.

III C. Steeple Project report by Stewart.

Stewart reported that the Custom Caulking people have not returned his calls even though he has called them 3 times and left them messages. (Their bid was for \$7,790).

D & L Commercial Roofing from Hillsdale, MI caulking bid was for \$5,500. The guy from D & L Roofing, Aidan, also said he will get on a 40 foot ladder to check on where the trim piece that is hanging came from at no additional charge to us.

The bid from Premium Caulking did not include them caulking all the way up to the top of the steeple like the other 2 bids did which we felt was necessary to fix the leak.

Roberta pointed out that there is money to pay for this from different assets lines.

First Motion: Roberta moved to send to Finance Council a motion to use D & L Commercial Roofing as the vendor that repairs the steeple leak at their bid of \$5,500 plus 10% overage.

Andrew seconded the motion. The motion passed.

Second Motion: Andrew made a motion to allow for expenses for potential overages on the steeple repair for up to \$4,999 if needed pending further inspection during repairs.

Stewart seconded the motion. The motion passed.

D. Fixing the Bell and the Bell Tower Update by Stewart.

Stewart reported that the bells are working thanks to Terry Russell and an employee of G & D Electric. Stewart will talk to Terry to see if it's a permanent fix and if there will be a cost involved.

Stewart will have a final report from Terry Russell at the August Meeting.

E. Parishioner input on the bell tower and brick wall project email from Roberta.

Roberta went over the results of parishioner response s. Every option got at least 1 vote. More people liked Option C than any other option.

Father Jim's Response: We will go with Option C.

St. Charles Borromeo Parishioner Input

Bell Tower and Brick Wall Project

May 20, 2023 – June 4, 2023

Option A (Vote – 1)

- Our church is too beautiful to let the needed repairs go.

Option B (Vote – 4)

- How long will the stucco last before needing to be repaired? This should be factored into the cost. (3)
- What color would be chosen for the stucco? (3)
- Reasonable financial projection. W
- Seems to be the most financially appropriate and also balance out maintaining as close to possible the original design intent. It would be best to relocate the dumpster for aesthetics and smell...it is not the most pleasant odor walking up the stairs prior to trash pickup. W
- The one piece of work that I think would be important to include, though it was not initially included, would be to repair the **FUNCTION OF THE BELL** and prevent birds from nesting in it. W
- Remove brick, stucco exposed concrete, paint rusting bell tower and clean glass panels. Preserve historic bell and repair bell to working condition! Moving dumpster and storage shed is imperative. Right now entering the lower lot you see a beautiful bell tower and an ugly storage dumpster shed blocking view of landscaping and decreasing visual appeal of our beautiful view of our church from the office end of the North to the end of landscaping to the South. This decreased visual appeal is also apparent driving past on Lafayette Street. W

-As far as the dumpster enclosure and storage shed moving, they have no historical value. Probably best area would be the South end of lower parking area as far away from the church as possible. A little farther to dump trash but sacrifices need to be made.

-Placing shed enclosure in upper lot would take away some limited parking for our elderly parishioners and infringe somewhat on recess for school. W

Option C (Votes - 15)

- The bell needs to be displayed more prominently.
- The bell should be mounted to the church. W
- If Option C is chosen, I'd rather see money go to an improved bell "tower" design. W
- I think the dumpster is very unattractive. It really spoils the look of the church from 91. W
- I like the railings. W

- Consider a different bell please. It is very jolting and unpleasant to be on the stairs/walkway when the bell is ringing. It's awful. W
- I would like to see the bell hung from something that looks more substantial. Can it be attached to the church? W
- If you're replacing the dumpster enclosure, could you just slide it over to where the bell tower was? That way you'd still have a better view of Mary statue. W
- Look into locating the dumpster/garbage cans closer to where the greatest percentage of garbage is produced/made. W
- Where will the dumpster and shed be moved to? Will the bell tower be sturdier than the rendering? Will the St. Charles sign be preserved and relocated? (on-line)
- Option C since it has so many pros. A little hesitant on where the extra \$2,937 is going to come from. (on-line)
- Option C is really good. W
- The fence going down the stairs will tie in nicely with the other fencing on the north side of the upper parking lot.
- I like Option C the best. It would be the most aesthetically pleasing and the fence would tie in with the other fencing.

Option D (Vote - 1)

Option E (Vote - 2)

- The thing I would like to see is the dumpsters in a location to the kitchen. W
- Leave it as it is but change the façade of the dumpster to make it look like brick. (on-line)

General Comments

- Most of the options relocate the storage shed and dumpster-but where would they be placed? W
- The logistics of the garbage truck entering and leaving need to be considered, as well as how snow removal impacts placement. W
- I'm questioning nearly \$10,000 to move the dumpster and shed. Certainly, could use new surround fence and enclosure. Perhaps relocate the shed and move the dumpster back? W
- Any option other than A.
- None, nothing should be moved. Just fix issues needing work. The dumpster has no place else to go, which is feasible. It would look even worse anywhere else in one of the parking lots and likely cause the loss of parking spaces. There are plenty of other building and grounds items which our budget should be focused on, such as the ceiling leak and stained roof above the altar. (on-line)

- Having a dumpster and shed beside the stairs going to church is ugly-especially as the main view-impression of the church from M-91. W
- Seven people were not in favor of D or E.
- Three people had questions about the dumpster and shed placement.
- One person questioned how long the stucco would last in Option B.
- No one was in favor of Option A.
- Two people thought the dumpster should be on the south side of the lower parking lot.
- What will happen with the bell.
- I would choose Option B or C. My concern with Option B is that we don't really know how long the stucco would last on the brick tower or the wall.
- No matter what we do I believe you need to do something with the dumpster and shed.
- Can the dumpster be put in the northeast corner of the upper church parking lot? (Sherry explained that this is part of the student's playground.)
- Why were we only presented with options which remove the shed/dumpster in nearly every option, versus leave as-is or modify in some form, but leave in a similar location? It seems as if the committee is set on moving them. A committee should explore and offer all viable options, not just ones that fit their agenda. W

-There should have been an option to move just the shed. Wherever it's moved, it needs to be away from any building to minimize fire hazards. If equipment inside catches on fire, a shed fire shouldn't be able to spread to another structure. W

-Consideration should be given to move the shed but leave the dumpster in the same area. If the dumpster enclosure was pushed back from its current location into the hillside, you could partially bury the back of the enclosure into the hill. This would not cause any issues with emptying of the dumpster by the refuse company. An outside enclosure with similar brick (fake façade) could be placed around the enclosure and it would be very hard to tell what is behind it. It could easily be pushed back and be flush with the front of the bell tower. W

-Has the committee considered how much damage to the parking lot will be done if they move the dumpster and require turning in our lot by the garbage truck? If the dumpster is moved elsewhere in the lower lot, requiring turning/pivoting by the garbage truck, it will only be a matter of months before damage will start to occur and deteriorate the lot surface. If the dumpster is moved, I don't think we want to regret its placement 6 months, 2 years, or even 10 years from now. W

- Moving the dumpster to the South end of the parking lot will cause the asphalt to get destroyed by the garbage truck. W

Option C Remove the brick wall, bell tower, storage shed and dumpster enclosure.

- Install black decorative fencing along the stairs.
- Install bell in landscaping.

III E cont.

- Purchase and install a new storage shed and dumpster enclosure.
- **Costs:** Brick removal by volunteers = **\$400** (2021/2022 estimate)
Demolition = **\$12,215** (2021/2022 estimate)
Fence Installation = **\$6,737** (2021/2022 estimate)
Hang historic bell = **\$2,500** (2021/2022 estimate)
Landscaping = **\$1,000** (2021/2022 estimate)
Removal of glass panels = **\$500** (2021/2022 estimate)
Repurpose St. Charles Borromeo glass panel= **\$500** (2021/2022 estimate)
Utility work = **\$500** (2021/2022 estimate)
Storage shed and dumpster purchase and installation = **\$9,365**
(2021/2022 estimate)
- **Total cost: \$33,717**

Further comments from Fr. Jim

- Parishioners want a more substantive bell tower than the one from Option C.
- Father said it will be essential to remove the bell tower and we will have to decide where the bell will be put.
- Fr. asked that we get new bids for Option C.

RE: Sheds. We will need 2 or 3 sheds.

- 3 storage sheds
1 for in season equipment located next to the Faith Formation Center
1 smaller shed-out of season equipment located on rectory property
1 for school owned bikes by the parking lot entrance to the school
- 2 storage sheds
1 for all equipment located on rectory property
1 for smaller shed-out of season equipment located on rectory property.

Father will talk to Dan, the new maintenance/custodian employee, and Margaret, the principal, about the size and number of sheds we need.

Committee members' comments concerning the project.

The long ladders in the present shed may be able to be hung inside the Activities Building stairwell which goes out into the pre-school play area. We will have to check the fire code to see if this option is acceptable.

We could purchase the sheds in the fall. Possible places to look for sheds: Cedar Rock, Wayside Gardens owned by Jillian Wilkes, a former St. Charles student, and her husband, and the Amish people who gave Chris Lefor the bid for the shed we were considering buying before.

The dumpster will be moved to the Oak Street side of the parking lot.

Stewart agreed to lead on obtaining the rebids.

III E cont.

Stewart will contact Pitcher Perfect Excavating for a new bid on removal of the brick rubble and concrete rubble etc. He will also contact Diamond Concrete Sawing for a new bid on cutting the cement wall and the bell tower into pieces.

Roberta will contact Cedar Springs Fence and Grand Rapids Fence Co. for new bids on the fencing.

Roberta will talk to Tom Couturier about our present plan for the bell tower/brick wall. She will ask him if leaving 6 inches of cement will affect negatively the structural integrity of the wall. She will find out if he wants to attend the August 4th meeting.

Father Jim will write up a bulletin and pulpit announcement about what he is envisioning happening with the Bell Tower/Brick Wall Project.

F. Parking Lot Report by Marilyn

Father read the motion that was sent to him by the Finance Council recommending that Father approve the bid of \$5,546 by Jamie Aper to clean the upper church parking lot, fill the major cracks with a hot rubber filler and apply to coats of sealer and then restripe it

The intended date is July 19 and 20 but we won't be able to park on it until July 22nd. Marilyn will talk to Jennifer about putting an announcement in the bulletin to let the parishioners know what to expect that week.

Jamie will have 1 of his employees clean and fill in the cracks of the lower parking lot in the afternoon. Our cost for that will only be for the rubber and propane used.

Roberta thanked Stewart for giving us Jamie's information, Jamie's daughter attends St. Charles school. Marilyn pointed out Jamie does snowplowing too and we will need someone to do this job in the winter.

G. Signage on the outside of the St. Charles Campus report by Roberta.

Roberta said she is not ready to give us a report because there are too many variables not considered yet, like what signage does the school want to have and the city's sign ordinance.

Drew has to get 2 more bids for the school's signs. He will try to have a response next month. He did say the school has money to use for signage for their portion.

IV. New Business

A. Maintenance/Custodian position. Pat Lovro was hired to be the new custodian in June. He recently resigned due to a health condition that resurfaced. We all agreed he did an amazing job in the short time he worked at St. Charles.

B. School Board report by Andrew.

The pre-school playground will be installed July 12-15.

Peter Rewa will be working on the outdoor basketball hoop today.

The rosary walk will be installed the week of July 17.

The PTO will be putting down fresh wood chips on the playground before school starts.

IV B cont.

Nugent Builders gave a rough estimate for the new entrance to the school of \$75,000 which includes \$7,000 for an architectural rendering. This is needed for the architects to draw up plans. Deb Wagner, a grant writer, also needs this to look for potential grants. Drew said the school board has to decide what they will be doing and the actual plans would help them.

Roberta said she knows parishioners who would donate money to this if they knew what the money is being used for.

Drew said the school board will look at the drawing that a school parent drew up and the rough estimate in August to see if they want to move forward with it.

V. Father Jim's comments.

He has talked to Chris Lefor about finding the most beautiful dumpster enclosure.

Father Jim told us that a new custodian, Dan Evans, has been hired and he has been doing the paperwork with Sherry during our meeting. He will be starting soon.

VI. Comments from committee members.

Roberta said that she has talked to Jeff Markowski, whose children attend St. Charles school. He does brick work and is interested in what we intend to do with the Bell Tower/Brick Wall project. Stewart has also tried to reach Jeff. Stewart will follow up with Jeff to see what he has in mind for the project.

Marilyn called Sean Truba. He would like to be a member but not until he has time. He will let us know when he is available.

VII. The next meeting will be August 4. From 2:30-4 in conference room 2.

VIII. Closing prayer led by Roberta.

IX. Adjournment.

Roberta made a motion to adjourn the meeting at 4:12. Stewart seconded the motion. The motion passed. Meeting was adjourned.

Respectfully submitted by,

Marilyn Rewa, Secretary

