

MINUTES
ST. CHARLES BUILDING AND GROUNDS MEETING
October 6, 2023

Fr. Jim started the meeting by telling us that the new playground equipment in the lower area failed inspection. Dan said the installers were hired by the company that the equipment was purchased from. Father said the principal, Mrs. Karpus, has been discussing the problem with the company. The equipment can not be used until it does pass inspection. Even the rosary garden which is in the same area can not be used until inspection has passed.

I. Fr. Jim called the meeting to order at 2:45.

Present: Dan Evans, Stewart Smith, Fr. Jim Wyse, Tessa Hoffman and Marilyn Rewa

Absent: Roberta Peacock and Drew Havens. Drew arrived at 3:40.

Fr. Jim said the opening prayer.

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Marilyn said we won't have a quorum until Drew arrives.

II. Consent agenda. We did this part after Drew arrived after the Old Business was finished because we had a quorum.

A. Approval of the October 6, 2023 Agenda.

Stewart made a motion to accept the 10-6-23 meeting agenda.
Tessa seconded the motion. Motion passed

B. Approval of the August 4, 2023 Meeting Minutes.

Tessa made a motion to accept the 8-4-23 meeting minutes as written.
Drew seconded the motion. The motion passed.

III. Old Business

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

1. Round tables.

Take Away. Roberta will give her report on the round tables at the November meeting.

2. Rectangular tables. Stewart's report on the K of C members helping to clean the tables.

Stewart said he hadn't been to a K of C meeting yet. He will talk to Kevin, the Grand Knight if he can't be at the next K of C meeting which is October 12th and ask him to present it to the Knights.

Tessa volunteered the teens from YM3 to help too.

Take Away. Stewart will report on cleaning the tables at the next meeting.

- B. St. Charles Building and Grounds Charter update by Roberta.

Tessa said that she sent the information to Roberta from the Walnut Hills school PTO concerning voting on motions made during the building and grounds meetings via email. Tessa did not think it was as specific as what we wanted.

Take Away. Roberta will report on the charter at the next meeting.

- C. Steeple Project Update-report by Stewart.

Stewart reported that D and L Roofing removed the caulking and put in all new caulking on the part of the steeple they could reach. They also removed the piece of trim that was inside the steeple. The next day it rained hard and there were no leaks or drips inside the church on the altar area. They inspected the steeple as much as they could. The 86 foot lift only got them up to the windows. It would not get them any higher than that. They did a visual inspection of the cladding which is the siding that encloses the steeple and there were some rough edges that had not been sealed.

Pat Merren, the former custodian happened to come along about then and he told them that 2 or 3 years after the church was built there was a windstorm that blew off 4 sections of the cladding. The contractor came in, put the pieces back on but never came back to finish the siding where the pieces come together. Stewart said it would take a 120 foot lift to reach it.

Aiden, from D & L Roofing, then went up as far as he could and determined that the steeple is constructed out of metal studs so they won't rot but they will have to be sealed and maybe resided.

Stewart asked him for a price on their services to get that done. Aiden said he would. Stewart called him 8 or 9 days ago and Aiden told him the lift would cost \$13,000 a day because it has to be a crane or suspended basket. It cost \$4,000 to bring it here and another \$4,000 to haul it back. He told Aiden that he still needed a quote. Stewart hasn't got the quote yet.

It was also mentioned that if we do fix the steeple we should have the lightbulbs on it replaced.

Take Away. Stewart will report on any contact from Aiden.

D. Fixing the bell on the bell tower.

Stewart said the bell is no longer working. The bell switch was inadvertently left on and burned the contacts out again. Terry Russell said the switch is unrepairable. Terry recommended that we wait until the bell is moved before installing the electronic version. It will cost about \$5,200. Stewart said it would be done. Fr. Jim pointed out we would have to have a plan of where the bell is going to be and what it would look like etc.

Tessa has a file from when St. Joe's had the digital controller installed in 2007. They paid \$8,000 for it.

Tessa pointed out that a bell guy, Larry, comes out every 6 months to do a maintenance check on it.

Take Aways. None.

E. Bell Tower and Brick Wall Project Update

1. Fr. Jim's update on the number of sheds needed and sizes from Dan and Margaret.

Fr. Jim said the school shed for the tricycles has been purchased and put together.

Dan reported that he is looking at a shed that would be 10 x 12 and would be placed behind the rectory. He had to wait to decide on the size until the snow removal company was hired. The shed will house a couple of snow blowers and push mowers and some of the other accessories that will still be needed for the times that he arrives before the snow removal company arrives.

Dan told us the snow removal will be handled by Impact Sports. They will be removing the snow and salting the sidewalks, the church and school entrances, and the 2 parking lots. They will also be clearing the snow and salting the sidewalk around the empty lot, and snow removal and salting of the sidewalk as a courtesy to the lady next door to the empty lot, and the steps and the rectory as well. They gave him the best price. They are committed to having everything cleaned by 7 am anytime there is 2 inches of snow.

Tessa asked if the Faith Formation door by the garage could be cleared and salted when necessary on Sunday mornings. Dan said he would let them know. If there is less than 2 inches Dan will take care of the snow removal and the salting.

Dan will be contacting Jeff, the IT guy to connect the cameras to Dan's phone so Dan will know when he has to come to clear away the snow and salt the sidewalks.

Dan's plan is during the winter to make sure he is on the premises early enough in the morning so that even if the snow plow service has not arrived yet to make sure things are cleared for safe passage for students and parishioners.

Dan said a 10 by 12 shed will be adequate for his needs. It will not require a building permit because it will be less than 200 square feet. Dan will get the bids for the shed.

Marilyn reminded Dan that when he gets the bids they need to be for comparable sheds and also if the shed costs more than \$5,000 we have to send a motion to the Finance Council for their approval.

Take Aways. Dan said he will take care of finding a shed. He will contact Wayside Gardens, and Chris Lefor for her connection with the Amish.

- III E 2. Stewart-contacting Picture Perfect Excavating this fall.

Stewart has contacted them to let them know that we are still interested in hiring them but we're still determining what we're going to do.

3. Roberta's report on contacting Tom Couturier concerning the possible effects on the structural integrity of the wall if we leave 6 inches of the cement to place the new fence on.

Take Aways. Roberta will report at the next meeting.

4. Members' ideas about where the bell tower should be and what it is going to look like.

Father said he has not had time to talk to parishioners. We will discuss it at the next meeting.

Father did suggest that we put the bell tower on the cement slab next to the Faith Formation Center. The committee is in favor of considering it as a possibility. Father suggested that the bell not be too close to where people are walking into the church due to the loudness of the bell. Stewart thought we could make it quieter if necessary.

Dan suggested we have the bell the same height as it is now.

We also talked about replacing the burned out lights in the worship space in the church. We would need to rent a man lift to do so. Tessa asked that if we do rent one could they use it at St. Joe's to dust ceiling fans etc.

Stewart suggested we have parishioner input on potential designs on what we can do with the bell tower like what we did on the wall. Members agreed with that. Father said that way people will feel they are part of the process.

Take Aways. Members bring ideas about where the bell tower should be and what it is going to look like.

5. Stewart's report from his meeting with Jeff Malkowski and his business partner on Tuesday, August 8 concerning the brick wall.

Jeff did tell Stewart that we should save some of the bricks from the wall because some of them will be needed to fix places where the bricks are deteriorating. Stewart suggested putting them on a pallet and covering them with a tarp. Fr. Jim suggested storing them behind the rectory.

Jeff and his partner came in early August and Stewart showed them all that we needed to do. Stewart has not heard back from them.

Jeff's idea to deal with the spalling on the bricks is to wrap the brick with wire mesh like a chain link fence only with a smaller weave so it stays really tight. They coat the mesh with a cement adhesive and then

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they put a facade on it so it doesn't continue to fall apart inside. Doing that would add about 4 inches to each side of the wall and then we would add cement caps on the top which would be another 8 inches. Those would have to be caulked at the seams. When Stewart asked him for a ballpark figure of the cost he said about \$40,000. Stewart said if we did this the bell tower would be wrapped as well as the 2 four foot pads (planters) at the base of the steps.

We decided we have to wait until we get new bids from Pitcher Perfect Excavating and Diamond Saw Cutting and Jeff to make a decision.

When we were discussing the "planters" at the base of the steps in the lower parking lot, Stewart said removing them was not part of the original plans he discussed with Pitcher Perfect Excavating or Diamond Concrete Sawing.

Take Aways. We have to wait until we get new bids from Pitcher Perfect Excavating and Diamond Saw Cutting and Jeff to make a decision.

6. Stewart's report from a call back from the State Highway Dept. about using the brown coating that they sprayed on the Flat River bridge on M-91 on the brick wall.

The guy that Stewart talked to said that the coating is silicone based waterproofing and it's sealed with chip stone. He said it wouldn't apply to our project because it is waterproofing, not an aesthetic coating. Also it is not applicable to vertical surfaces.

Take Aways. None

IV. New Business

- A. School Board report by Drew.

1. School board recommendation to the Building and Grounds Committee to pursue a front entrance project for the school.

Drew said there was a \$76,000 estimate from Nugent Builders which included a \$7,000 architectural rendering. Once the rendering is completed they would give us a more detailed project estimate. Fr. Jim said realistically about \$85,000 for the project. Fr. Jim asked where the \$7,000 would come from. Drew said we would need to find the \$7,000 and the remainder would be raised from fundraisers, maybe through the money raised for the servathon or a campaign of some kind, or contacting some potential donors for funds.

Fr. Jim asked if the new entrance is for appearance sake or does it have a practical function. Drew said there is some weather proofing that would improve the entrance. When the students come out to wait to be picked up there would be shelter from the weather. Drew did say it was more for aesthetics.

Father also asked if it would cost us any parking spaces and Drew said it wouldn't. Drew said he also talked to a structural engineer because there is some tying into the roof system for drainage.

Father said it is hard to say yes to the \$7,000 when we don't know how much people are willing to put toward the project.

Stewart made a motion to recommend to the Finance Council the investment of \$7,000 for architectural drawings for a new entrance to the school. Drew seconded the motion. The motion passed.

Drew said he has nothing new on signage for the school and church.

Take Aways. Nothing.

C. Comments from committee members,

1. Dan-asking for information on blocking off the steps from the lower to the upper parking lot in the winter.

It was decided that we would continue to put a rope across the top and the bottom of the steps with signs attached to it discouraging the use of the steps in the winter.

Take Aways. Dan will put the rope and the sign at the top and bottom of the steps that connect the upper and lower parking lots of the church.

2. Marilyn reported that Peter Rewa told her that there are 2 or 3 shingles missing over the sacristy area of the church. Dan will contact Keiffs about fixing them.

Marilyn also talked about the need to do a walkthrough of the campus. Our next meeting is scheduled for November 3rd. We could do the walkthrough that day but we wouldn't have much time to do anything else.

Take Aways: Dan will contact Keiffs about replacing the missing shingles on the sacristy part of the church roof.

3. Stewart asked about the new signage regarding loitering and other inappropriate behaviors on the campus property. Father said the reason for the quickness of the new signs was there were problems on the campus that needed police intervention and the police said we needed to put prominent signs up before they could chase the culprits off the property. It was also to deter people from riding skateboards or bikes up and down the stairs. If someone would get hurt and we have the signs up the intent of the signs tells people what they are not supposed to be doing.

Take Aways: None

- V. Next meeting **November 3 in Conference Room 2. Time 2:30 to 4**
- VI. Closing prayer said by Fr. Jim

VII. Adjournment.

Drew made a motion to adjourn the meeting at 4:15 pm.

Tessa seconded the motion. Motion passed.

Respectfully submitted by,

Marilyn Rewa, Secretary