

Saint John Vianney Catholic Church
Buildings and Grounds Committee

Subcommittee to Administrative Services/ Finance Standing Committee

Meeting Minutes

July 10, 2014, at the Parish Center, 6:30 PM

Members please put the following dates on your calendars for future meetings:

September 11, November 13, January 8, March 12, and May 14

Ex Officio Members		
Fr. Ken Knippel	Pastor	
Rob Mitchell	DAS and Facilities Administrator	
Jeff Weyker	Finance Committee	
<i>(vacant position)</i>	Plant Engineer	
At-Large Members		
Mike Reiels		Term Expires 2017
Gordy Gaeth	Vice Chair	Term Expires 2016
Patrick Connolly		Term Expires 2016
Todd Prudlow	Chair	Term Expires 2015
Mark Herr		Term Expires 2015
<i>(vacant)</i>		Term Expires 2017
Charles Landey	Secretary	Term Expires 2017

Call to Order

The meeting was called to order by Todd Prudlow, Chair.

Attendance

Fr. Ken Knippel was excused.

In attendance were: Gordy Gaeth, Rob Mitchell, Mike Reiels, Patrick Connolly, Todd Prudlow, Mark Herr, and Chuck Landey.

Opening Prayer

We began with an opening prayer.

Minutes of Prior Meeting

May 22, 2014, minutes (special meeting) were approved as written.

Old Business

Todd will get a quote to skim over the sidewalk at the school south entrance, to eliminate ponding.

Church basement leaking has been monitored, and is not believed to be a problem.

Air Conditioner Replacement

The new chiller is set in place and fitted up. Cutover of the two air handlers will occur over the next two weeks.

The demolition of the west enclosure could be bundled with the parking lot revisions to reduce costs if funds are available. Estimates are needed. Electrical conduit should be kept in place.

Parking Lot Bids

Rob is reviewing bids for removal of the parking lot islands. Costs from the two bidders are almost equivalent. Work will be paid out of operational funds if funds are available. Minimal electrical work will be done by the owner, not the contractor.

The sidewalk to the parish center entrance has developed pitting and uneven surfaces and needs to be repaired. Estimates needed. This could be combined with the parking lot island removal contract to save costs if funds are available.

Bidders do not recommend that trees be salvaged.

Rob has been scoping more comprehensive parking lot repairs for the year 2015-2016 budget year.

Elevator Pit Sump Pump

The presentation hall sump pump which also serves the elevator shaft has been replaced.

School Building Rooftop A/C Preventive Maintenance

It was decided that units and filters will be serviced once per year (minimum) or preferably twice per year for filters, belts every other year. The committee reviewed the proposal from Honey Creek Heating and Cooling, LLC, and recommended approving the contract with the above amendments. Todd Prudlow abstained from the recommendation discussion since he is the owner of the proposed contractor.

Granite Benches

The school graduating class has donated two granite benches for the school entrance, along with funds for landscaping. The committee referred the matter to Pam Pyzyk and Fr. Ken for final acceptance and to choose the location.

Sanctuary Floor Tile

Fr. Ken has recommended that the replacement floor tile in the church nave be placed in a pattern, rather than just replacing the broken stock.

New Business

None on agenda.

Respectfully submitted,



Charles N. Landey, Secretary