

Saint John Vianney Catholic Church

Buildings and Grounds Committee

Subcommittee to Finance Council

Meeting Minutes September 14, 2017, at the Parish Center, 6:30 PM

Members: Please put the following date on your calendar for the next meeting: November 9, 2017.

Ex Officio Members		
Fr. Ken Knippel	Pastor	
Robb Lied	DAS	
Members		
John Benson		Term Expires 2018
Mike Reiels		Term Expires 2020
Patrick Connolly		Term Expires 2019
Todd Prudlow	Chair	Term Expires 2018
Mark Herr		Term Expires 2018
Gordy Gaeth		Term Expires 2020
Charles Landey	Secretary	Term Expires 2020

Call to Order

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

Attendance

In attendance were members: Fr. Ken Knippel, Patrick Connolly, Robb Lied, John Benson, Gordy Gaeth, Todd Prudlow, and Chuck Landey. Mark Herr and Mike Reiels were excused due to other commitments.

Opening Prayer

We began with prayer, song, and discussion of a passage from the Gospel According to Matthew on the subject of Forgiveness.

Minutes

Minutes of the May 11th meeting were approved.

Committee Membership

Gordy Gaeth was re-instated and John Benson was added, bringing the committee to full strength. Their terms are shown in the chart above.

Continuing Business – HVAC Maintenance

Robb Lied is evaluating proposals for HVAC maintenance and is close to a decision. While we have had years of experience with one bidder, the parish considers the bidding open to other contractors as well.

The recent Sunday morning failure of the new chiller has been traced to a fuse.

The parish is very disappointed with the failure of a heat exchanger in the church building boiler. This must be fixed soon due to the upcoming heating season. The failure has been traced to bad water quality and in Robb's opinion should have been caught by our HVAC maintenance contractor.

Parish center rooftop unit replacement can occur any time between now and next May.

Continuing Business - Report of the Building Committee

December 21st is the target date for all work. Most current effort is inside the church and school. Exterior work at the church has been put on hold for fabrication of a steel member pursuant to measure of its length per field conditions.

School Toilet Rooms

Completed.

Water Intrusion

Moisture in the basement by the elevator will be addressed by modifying the exterior landscape grade. Robb and staff will shoot grades and sketch the work.

Parish Center Elevator

The maintenance contract has expired without the parish picking up the option to extend. Robb is open to suggestions from committee members or from MSI for a replacement contractor. It is also possible that we will go forward without a contract, calling in for repair as needed.

Continuing Business - Capital Improvement Running List

With the completion of many items of higher priority, attention turns to the parish rectory. While the roof has been replaced, the following significant needs remain: window replacement, driveway repaving, and new floor for the garage. These will be elevated toward the top of the capital improvement running list and referred to the Finance Council for funding. Work will go forward in advance of the parish knowing whether the home will be kept or sold.

Waiver of Lien

Robb suggested that he will institute a policy such that on contracts of significant amounts, final payment will be contingent on the contractor signing a waiver of lien. Fr. Ken stated that the cutoff minimum dollar amount must be established as a firm policy in writing.

Respectfully submitted,



Charles N. Landey, Secretary