

**Building and Maintenance Committee  
Minutes of the 13 Feb 2006 meeting**

Attending: Charles Bayer, Don Flusche, Adam Schniederjan, Phil Endres, Bill Bayer, Fr. John, Ernie Martin and Monica Koesler

Unable to attend: Kathryn Hicks and David Flusche, Sr.

BLUE - Items that require follow-up

RED - Decisions that were made.

**AGENDA:**

**1. Joe Bright**

**2. Updates**

**3. Terms**

**4. Others**

Invocation was given by Phil Endres.

**1. Joe Bright**

Presentation was given by Joe Bright, with ?? and Bill Bayer, representing the Strategic Planning Committee.

*Process not complete, but wanted to give the new committee an idea of where we fit. Genesis started in 2004 by the Pastoral Council. Ad-hoc committee was setup in June 2005. Draft created for Pastoral Council. People need to know who is making the decisions, why they are making the decisions and the parish needs to have input. Looking at needs before looking at wants. The school will be included in the process and there will be some care and feeding of the school. They are looking for us to codify the BM structure and process. What do we want to look at and how are we going to do it? Collate all parish plant requirements (including the school). Prioritize what needs to be done, ignoring the financial requirements. The BM, FC, Pastoral C will look at everything on the table and generate a 1, 3, and 5 year plan. That will then be taken to the parish in a 'town hall' format, to let everyone know and \$\$ can be raised and budgeted. This will not include normal, small maintenance, but will be major maintenance - roofs, walls, etc. Parishoners need to know that there is a defined process and accountability for decisions made. Others that are on the strategic planning committee are: Joe Bright, Fr. John, Cliff Sicking, Bill Bayer, Wayne Klement, Kathy Vogel, Gary Endres, Mary Dangelmayr, Annette Anderle.*

*Don Flusche questioned if the Pastoral Council were the leaders of all the other councils. Fr. John responded that the leader of all councils would mean that we have a Parish*

*Council, which we don't have. This is the Pastoral Council - they are the dreamers, not the doers. An explanation was given by -??- regarding how the councils and committees work.*

*Joe then mentioned that ultimately the goal is that the Pastoral Council, BM and Finance will work together every year to come up with a plan, so the plan will become dynamic. Whole Parish will be the focus. Joe asked if the BM committee will be able to structure ourselves around this idea. Discussion was then that this was the BM first meeting as a new group and we would need to review accordingly. In general, everyone agreed that the premise was good based on what they had heard.*

Adam requested a flowchart / breakdown of committees and names to assist in our understanding of all the pieces and parts.

## **2. Updates**

### Community Center

Ernie reported on the meeting with David Flusche and the measuring of the water flow on the floor of the Community Center. In general, everything measured in tenths. The most measured was .6 inches, less than an inch flow. However, nothing in the area of the wall in question showed that the floor might be an issue. A level was put on the wall and it showed that the wall was leaning in at the top, but the crack is wider at the top than the bottom. Ernie spoke with "Red" Kuhn (Henry Kuhn, Jr.) and he said that they did what was on the print. Had they done something else there would have been a change order. Dave then asked Ernie to talk to Art Bayer - per Ernie, Art says that as far as he can remember there was not a drilling machine on site during construction for piers. Cause of problem still is unknown - thought was that the floor was heaving. Questions were then asked about beams and joists - where were they and what was tied together. Don asked if Red could maybe come over and take a look at the problem and see if he had any ideas. Phil then asked where we need to go now? Basically we don't know if there is a problem and what the problem is - do we know how long it has been like this and if it has grown? Don thought of having someone come in to check if the bar joists are still welded securely and how the beams / joists are tied. Is there even a beam on the other wall? Current recommendation is to keep watching it. Estimated time that the crack has been there is about 10 years. Recommendation would be to put an angle-iron on the outside walls in both bathrooms, but not attach it to the joining wall or to use foam to fill the crack. **Final recommendation was to ask Red to come take a look. Ernie will do this. Otherwise, since the exact problem cannot be identified, we will continue observing.**

### Lines under Playground

Ernie said an estimated quote from Ira was \$6000 to do an official survey of the lines. Ernie had then been given the recommendation to call Hal Mollenkopf as that was what he did. Darrell Walterscheid has a map of the lines around the school. Ernie then reviewed the overlays that he created to show the gas, water, sewer and electrical lines around the properties. The new primary line would come in on the north side of the convent - two lines - one to the Community Center - 4 inch conduit. Oncor will put the lines 20-25 feet from the buildings. This will be the

first transformer - it will serve all the buildings on this drawing - the convent, community center, rectory, church and Montessori building. Other transformer will supply the football field and high school.

Suggestion is to move the playground area up about another 8 feet to the north as that will get the manhole out of the play area. Also to turn the swing-set east/west. Whatever body governs playground equipment says that only 2 swings can be per 'bay'. Our current bays have 3 swings. Ernie requested if the BM would allow him to have that much area - should they move the area up? Further clarification - Ernie wants to move the southern section further north to get the manhole cover out of the play area. The swings will then either be cut down or turned. Existing swing-sets will be kept, but lowering the top beam from 9 feet to 7 feet. That would then reduce the amount of area needed for the spread of the swing-sets. No costs for changing the playground area will be incurred by us.

Currently there is a 3" gas line. Jack - can't get 250' foot, can only buy a 500 foot roll, but he may have a 250 foot roll by this summer. Definitely need 250 feet of 3" line. We can use the 500 feet if we have to as it can be used in other areas. 500 feet would be \$800. Want to get it in the ground, but we aren't ready to hook it up yet.

Water line - 2" pipe, need 130 feet, comes in 20 foot joints, will need to buy 140 feet of schedule 80. Schedule 40 is .10-.15 cheaper, but schedule 80 has a better coupling joint. Sewer line - will have to fix the rectory line as it was just cleaned after the last meeting.

Double the material quote to come up with a total number as the cost of labor will be about equal to or more than the material cost unless we can get some labor donated. There will be a lot of hand digging required.

Electrical lines - 950 feet, schedule 40, 4" plastic with metal 'L's, the fittings will be the most expensive part of the project.

Estimated material cost will be \$6000 - total project should be in the area of \$12000. It is discussed that this is a NEED and should be done before the playground is put in, because if we wait to do it later, we would need to pay for the playground to be removed and re-installed.

Discussion then ensued about making motions and voting or if this is a consensus thing. Current allocation against our budget is the \$50k for the windows. **BM committee agreed to apply Roberts Rules of Order to our meetings. Unanimous vote to approve the water, sewer and gas line changes under the playground**

Regarding the electrical lines, the quote difference was \$5k between if Oncor was to install the lines (\$50k) versus us (\$45k). **Agreement was to let Oncor do the work due to liability and insurance issues.** The electrical is not budgeted - current understanding is that the Alumni will help pay for the initial conduit run. Question was then asked if the electric changes were a real need. Basic answer was yes, as it has been discussed for a 1 ½ years. Future requirements of the buildings and usage will require that this be done.

Ernie will go to the Alumni and ask how much they will contribute to the changing of the electrical. Chas recommended that we put the electrical on a priority list.

Discussion then centered around \$\$ and budgeting the electrical change. Normal procedure is 1/3 down, 1/3 during job, 1/3 upon completion, withholding 10% from the final payment for 30 days. Current quote is good until the end of summer - approx. 6 month quote validity. Ernie will write up the contract and present it to the committee for review prior to submission to the Diocese. Father was concerned that doing this might slow the process, but if we do it electronically the consensus was that the process would not be affected. Conversation then revolved around if Oncor has a finance plan. Ernie will inquire and advise. The committee will wait pending more information to give approval for project. Other financial options were stewardship or Diocese loan.

Decision was made for Ernie to research financing options, obtain a quote and begin the contract process with Oncor.

All activity will take place during the summer holidays. The swing-sets will probably be taken out before the end of school to get a head start.

### **3. Terms**

Election of Chairperson and designation of terms for each board member was discussed. No volunteers for chairperson. Motion was made for Adam as Chairperson with no other nominations. The term of the Chairperson will be one (1) year. Chas moved that nominations cease. Phil seconded. No other discussion. Vote was unanimous for Adam to be the Chairperson for a one (1) year term. Motion for Kathryn Hicks as Secretary for a one (1) year term. No other nominations. Vote was unanimous. Don volunteered for a two (2) year term. Phil volunteered for the other two (2) year term. Adam and Chas volunteered for the four (4) year term. David and Kathryn were defaulted for a three (3) year term. Goal is that future members will be elected. Current members were based on nominations and selection. No term limitations will be imposed, with all positions being elected by the Parish. Chas volunteered to be our Cemetery Committee representative.

#### **In Summary:**

- Adam Schniederjan - Chair for one year and member for 4 years.
- Charles Bayer - member for 4 years and representative on the Cemetery Committee
- Kathryn Hicks - Secretary for one year and member for 3 years
- David Flusche, Sr. - member for 3 years
- Don Flusche - member for 2 years
- Phil Endres - member for 2 years
- No term limits for membership
- Membership by election (Parish)

#### **4. Others**

Festival of Ministries will be the 18<sup>th</sup> and 19<sup>th</sup> of March. Last year each committee had a booth. Someone will have to be available to be in the booth after both the Saturday night and Sunday masses.

Obligations re: Confidentiality. Some information will necessarily be confidential and will be so noted during the meeting. If the public is at a meeting, we will convene to an Executive Session if necessary.

Conversation then was had regarding the letter from Bruce Fuhrmann re: the air conditioning for the church. It was requested that we get another opinion on the heating and air conditioning system. **Ernie is getting a company out of Cleburne that was recommended by Carrier to review the current system and provide recommendations.** The system could be replaced piece by piece (air handler, controls, cooling towers) but that might not be feasible since there might piece/part conflicts. Request was to have specifics in writing with all options so that we have the best information available to make an informed decision. Thought was also to have a smaller system installed that would run continuously that would be a de-humidifier. **Discussion was also to have a Mechanical Engr that designs this type of system on a full time basis to give us their plan and recommendation.** Once information is received, we need to put this on the long-term plan and get it budgeted.

Question was then asked about the speaker system. Ernie has contacted Dude's Music and requested an updated quote.

An update on the church windows will be given at the next meeting.