

Building and Grounds meeting minutes
November 5, 2018

Present: Theresa Garrett, Rich Zdunek, Dennis Jones, Jason Lewis, Carl Niemann

Open with prayer 5:05p

- P-1: Condensation has appeared above the kitchen ceiling and will be investigated. Rich provided ductwork insulation and tape materials to help resolve the issue.
- P-2: Motion sensors at the end of the classroom wings to control all lights in the hallway – Carl and Jason. Carl has the base moved, has located the second base for the junior high wing and will contact Rich. Rich will meet with Carl to plan the installation.
- P-3: Fan and motor replaced for cafeteria kitchen walk-in refrigerator.
- P-4: Rectory Repairs – Jason will investigate the following items: a toilet is slow to flush, bathroom sink, shower stall, infrequent plumbing leaks, patio and kitchen sink disposal as per Father's schedule. Tools and a tv will be removed. Jason is meeting with a plumber at Father's house 10:30a 11/15/2018. Theresa advised any appliances be purchased during the month of November due to low sale prices.
- P-5: A coke repair tech replaced all six syrup pumps in the concession stand coke closet.
- P-6: Carbon Monoxide monitor for school building - Project Owner: Bill Hesse and Jason. Jason met with FASSCO FESCO and will be sent updates regarding system capability and hardware options. Detectors will be installed in areas with Gas access. Project completion by the end of summer 2019. Detectors will be wired into fire alarm to show trouble instead of sounding alarm and a magnetic release will be installed on the doors from the cafeteria to the school. Additional carbon monoxide detectors will be placed in the rectory as per Father's schedule. Jason is gathering bids from electricians.
- P-7: Cafeteria Roof – repair leaks. Project owner – Jason Lewis. Contractor completed the work. Warranty paperwork has been received and final payment issued.
- P-8: HVAC – Jason received \$375 bid for additional AMR heat. Project to be completed by the end of 2018. Jason will obtain necessary specs from Jim Towles and will advise on running the electric for this project.
- P-9: Temperamental light in the Church near the Font - The LED light bulb has been replaced to prevent shutting off and is still shutting off. Jason will access the attic and clear insulation from fixture. A faulty heat sensor in the fixture will be explored.
- P-10: A breaker will be evaluated and possibly replaced for the last three classrooms in junior high. Carl repaired an outlet in the junior high wing that may have been the issue.
- P-11: Cullen shared a bid to repave and restripe the parking lots. Cullen will update the scope of work and bid. Striping the aintree parking lot will be compared to the cost of resurfacing.

- P-12: replacement of deteriorated pipe rap insulation on exterior AC units will be done fall 2018. Rich will provide information regarding UV resistant insulation. Jason will get dimensions to Rich.
- P-13: Railing will be replaced at the stairs connecting the aintree lot and lynnbrook by the end of summer 2019.
- P-14: Jim Towles replaced a boiler TPR valve in the boiler room. The classroom radiator line will be re-mounted to the wall by Carl or Jason. Dennis recommended scheduling an operational exercise of the boiler valves.
- P-15: A checkup was performed on the boilers and the circulating pump for #2 replaced.
- P-16: the cafeteria kitchen ceiling materials have been delivered and installation has begun. The prep area installation was completed during fall break and the dish room will be completed over Thanksgiving break and Christmas break.
- P-17: Dennis and Jason will coordinate moving the soccer goals from Lincoln field to Ascension's campus.
- P-17: water heater replaced in parish office basement.

New business:

- Carl shared his interaction with an archery practice. Jason shared alternative maintenance access procedure during archery practice and the need for signage by archery coaches for safety during practices.
- Two more cafeteria fixtures have been outfitted with LED bulbs.
- Dennis suggested the parish office gutters be cleaned.

Next meeting 1/7/2019

Meeting adjourned 5:50p