

St. Vincent de Paul Maintenance Commission Meeting Minutes
June 16, 2021 – Sacred Heart Chapel Parish Center Main Room, 6:30pm

Members (place an X if in attendance)				
x	Dave Brown	X	Randy Klein	X Dave Rouchka
X	Rob Rollings		Jim Rangitsch	Raul Lopez
	Jim Mattingly		Fr. Joe Corel	X Jim Rangitsch
AGENDA TOPIC		DISCUSSION SUMMARY		ACTION ITEMS
Opening Prayer				
Commission Member Rotations and Additions				<ul style="list-style-type: none"> • Add Jim Rangitsch; Remove Raul from the list. • Add Rob Rollings to the list of commission members • Randy and Dave R for two more years • Dave B for three more years.
Meeting dates for the next year.		Council and Commissions meet in November, then Maintenance meets in January, March, May, etc.		understood
Completed Items since last meeting		<ul style="list-style-type: none"> • We have a riding mower at SH chapel and a riding mower at SP Chapel. • Steward Mowers secured through July. • Steward bathroom cleaners secured through July. • Books in SP choir loft stairwell removed. • PC basement, remove wire ties and replace with zip ties. • Broken Window on third floor of school; fixed twice? 		
Check to see if these items were completed since last meeting		<ol style="list-style-type: none"> 1. Boiler at SH, air and water separation issue with water softener attached 2. Gravel at SJ 3. Securing the entrances to basement so pipes don't freeze at SJ 		<ol style="list-style-type: none"> 1. Waiting on materials 2. Waiting until later. 3. Randy will talk to Jim Mattingly about best way to handle. 5. fixed. 1. fixed

	<p>4. St Patrick new bathroom door: ensure it won't lock when someone leaves the bathroom?</p> <p>5. Fire inspector review items?</p> <p>6. Exit in PC replaced or fixed</p> <p>7. Cover wiring and breaker that is exposed in SH Choir loft;</p> <p>8. Ceiling tile replaced in SP Choir Loft?</p> <p>9. SP Rectory office (across from kitchen) cover on 6 outlet adapter?</p> <p>10. Light replacement on in PC and one in PC west?</p>	
In process that were in process at last meeting	<ol style="list-style-type: none"> 1. Doors to boiler room 2. Sounds System at SH 3. Sidewalk on Wilkerson 4. Keyless pad entry SH and business office 5. How to address lights and fans (if we need to address) at SJ 6. Sound system and electric bell system at SP. 7. Basement of rectory SP 8. Bathrooms in School 9. Doors between Dee's office and kitchen in business office 10. Constellation Bills 11. Copy of Nightwatch inspection to fire marshal 12. Name of person who checks AED to fire marshal 	<ol style="list-style-type: none"> 1. In process 2. Tweaking, better, almost there 3. Box being built by Scott L. to keep fingers off controls 4. Yes, city will assist in replacing 5. Materials ordered; working on work around for magnetic door opening 6. We are moving this off of our "to do" list. 7. Will discuss with Wilken when we are done adjusting sound system at SH. 8. Rob Rollings drawing up simple plans to make it more attractive inexpensively. 9. Adjust the plan to adjust for cost of materials 10. No action 11. In process to see what can be done
New items since last meeting and status of the project.	<ul style="list-style-type: none"> • Saint John - Well – status? 	New Pump was added today.
	<ul style="list-style-type: none"> • Sump pump switches ordered to get all running properly – status? • Deep Freezer cleaned and defrosted 	<ul style="list-style-type: none"> • Deep Freezer project completed. • Refrigerators checked & working

	<ul style="list-style-type: none"> • Ice machine – status? • Refrigerators • Stoves • Cleaning and organizing of all downstairs • Room dividers in church basement- working to fix; in basement of rectory – addition to split the room into two areas. • Whiteboards to be hung. Know the location of white boards and where to hang them. • Desire for overhead projector in basement of church and basement of rectory. (the section of the room with currently no tables.) • Purchase of dehumidifier for basement of PC and basement of SP. • Removal of tree/weeds in and next to new hand rails. • Cleaning, stripping, waxing buffing floor in basement. 	<ul style="list-style-type: none"> • Stoves checked & working • Cleaning & organizing downstairs completed • Room dividers in church basement- working to fix; in basement of rectory – addition to split the room into two areas • Dehumidifiers are installed
	<p>SH all but school</p> <ul style="list-style-type: none"> • Dehumidifier for confessional, ordered • Buried the down spout between rectory and garage closest to the doors. • Grass seed planted between garage and rectory. • Who owns the three trees on Vermont? Lots of dead in the tops. City? • Lights for confessional so people can see from parking lot entrance if a priest is hearing confessions and if someone is in confessional. • Safety issue of the locking mechanism on door to ramp by confessional: it needs to be unlocked with key to leave. Can 	<p>Dehumidifier ordered Downspout: Working on burying the down spout closest to the front of buildings and the hose that is on the property on Third Street. Fr joe will call the city and see what they can do with the dead parts of these trees. Dave R. thinking about confessional light Bat Sensors The two in sanctuary working; the two in choir loft, unplugged and are now plugged back in. Addressing internet issues</p>

	<p>we change that to be a push bar or another solution?</p> <ul style="list-style-type: none"> • Disaster preparedness meeting. • Can we check the bat sensors to make sure they are turned up/working? • Blinds on second and third floor and stairwell PC – measured, need to order and hang. • Internet issues with SH and Business Office 	
	Business Office	Dehumidifier installed
	<p>School</p> <ul style="list-style-type: none"> • Floor waxing season • Classroom by nurse's office getting ready for second grade classroom • Planning for restroom renovation continues. 	
	Neighboring properties	discussed some properties friends of the parish are wanting to purchase to expand SVdP footprint, clean up neighborhood.
Future Planning	Other maintenance and custodial issues people see that we need to address?	<ul style="list-style-type: none"> • Tree behind SJ needs to come down; lots of dead. • Soft wash church and school siding at SJ • Can Dan Lockland get a lift so caulking can be done at high points at SH (and tree at SJ?) • Replace window dormer in rectory at SH.
Closing Prayer		
Next Meeting Date	August 18, 6:30pm Parish Center	