

**St. Cecilia Parish  
Facilities Committee  
Meeting Minutes**

Date: May 11, 2020

Time: 7:00 PM

Location: St. Louis Room

Attendees: Jeremy Hess, Brian Wildeboer, Steve Heideman, Bill Klein, Sly Upah & Jeff Witt

Visitors: Ben Kellen

Agenda Items:

1. Opening Prayer
2. **Christian Petersen Sculpture Concept Presentation** – Ben Kellen is working with Sara Converse on a concept for protecting the sculpture from the elements. Ben is the owner of Hickory Construction and Sara is a registered architect, both are parishioners. The concept is to construct a pergola type of structure over the sculpture to protect it from moisture. This could be enclosed in the winter to keep snow out of the area as well. (a preliminary drawing is included with these meeting minutes. Ben indicated that he and others would likely donate the labor to construct the pergola, so the parish would only need to provide materials. The Facilities Committee is supportive of this project and there was a good discussion on the best way of enclosing the area in the winter months. Adding lighting was suggested to highlight the sculpture (it was lighted originally at the school location on Lincoln Way.) Ben and Sara will continue their efforts.
3. Old Business
  - a. **Ed Center Chiller** – After a few startup issues, the chiller is now in operation. Jeremy and Jeff will generate a punch list of items for the contractor to complete and the project will be closed out.
  - b. **Ed Center Boiler Room Doors** – Jeremy has released Walsh Door to complete this work. Installation is about 4 weeks out.
  - c. **Columbarium** – No report

- d. **Additional Exterior Lighting** – Jeremy is still trying to get Jaspering onsite to complete this project.
- e. **Replace Mower and Snowblower** – The tractor and mower are onsite and in use. The snowblower is in storage. An aftermarket cab will be added before winter. This project is complete.
- f. **Replace Obsolete HVAC Control Valves and Actuators in the Education Center** – This project is complete.
- g. **Update on Narthex Roof** – Jeremy reported he is still getting the run-around a bit on resolving some issues with the shingles on the Narthex roof. This roof was warrantied for 50 years. He and Rich Earles from the Archdiocese are pushing to get a resolution.
- h. **Potential Stimulus Funding** – The latest stimulus package includes about \$130,000 for St. Cecilia School. There are 18 different areas where these funds can be used, one of which is HVAC improvements. In discussions with Sara Rooney, there are several areas where she can use these funds for the students and teachers. Therefore, we will not pursue any HVAC improvements.
- i. **Miscellaneous Concrete Repairs** – Jeremy will be working with contractors to get pricing on a smaller scope of work, most likely only the flat work.
- j. **South Parking Lot Repairs** – Jeremy got another price from Mid-West Sealcoating of Iowa for \$6,800 for repairs and sealcoating the south lot. The contractor has been authorized to proceed and work will likely be done sometime in June after school is out.
- k. **Ed Center Tuckpointing Needs** – There are two locations, one on the gym and one on the north end of the school that need attention. Jeff will contact Dave Wirth, a parishioner who used to work for a masonry contractor to have him take a look and give us some ideas of what is needed and who can do this work.
- l. **Church Sound System** – Jarrett Wendt is working with vendors on replacing the current sound system. No report.
- m. **Christian Petersen Sculpture Repairs** – Father Don is taking the lead on repair of the sculpture itself and was not at the meeting to report. We will have Dave Wirth look at the masonry on this sculpture to get recommendations on the masonry repairs needed.

#### 4. New Business

- a. **Eagle Scout Project Funds** – Chase Oetker recently completed an Eagle Scout project where he refinished existing signs on the property and installed landscaping. He had approximately \$600 remaining that he had raised and was wanting to donate these funds for a Facilities need. The committee has three suggestions noted below. These ideas will be provided to Chase who will determine where he would like to use the funds.
  - i. Contribute to the Christian Petersen pergola project
  - ii. Contribute to a project to install automatic doors on the Narthex restrooms
  - iii. Plant trees on the campus to replace some of what was lost in the derecho.
- b. **Parish COVID Measures** – The Archbishop has determined that the existing dispensation from attending Mass will expire on June 5-6. He is leaving the decision how to deal with this and the COVID measures to the parish Priests. Conversations are ongoing, but Father Don will continue to comply with CDC and Story County Health guidelines.
- c. **Church Air Handling Unit Study** – We have received a draft study, and a fair amount of time was spent discussing the study. We have a list of edits to the study to make things clearer and make sure we have vetted all the options. Jeff will get committee comments back to the consultant and he can finalize the study which will take a week or so. At our next meeting, we will develop our recommendations to Finance and Pastoral Councils for their consideration.

#### 5. Facilities Update

- a. Jeremy reported we had three roof leaks on the church, near the clerestory windows. The contract was in today to address.

#### 6. Next meeting – Wednesday June 9, 2021