

St. Mary Parish, Milton

Buildings & Grounds Commission Meeting

May 7, 2019

I. Prayer

The meeting began at 6:00 p.m.

Present: Ed Butler, Rick Elbert, Rudy Gaddini, Vicki Kersten, Jeff Kosharek, Tom Krausse, John Turkowski

Absent: Norb Jarzynski

II. Minutes of Previous Meeting

The minutes of the March 5, 2019 meeting were approved as printed.

III. Building Walk Around:

The purpose of this meeting was to determine any maintenance projects needed on the parish property and buildings that can begin this summer. Many of the issues found will need to be addressed by the Capital Improvement Committee before moving forward, such as the roof and HVAC system in the parish center, and any repairs in the parish offices. Basic repairs needed have been updated on the next page of these minutes.

IV. Adjourn

There will be no meeting in June or July. Should something come up, staff will contact this committee via email to address specific issues. The meeting adjourned at 6:32 p.m.

Project List - 2019

Exterior:

1. Stairs at east entrance of center need to be repaired (concrete corners have broken off). **John to look into this.**
2. Aluminum soffit at east entrance of church. **This project has been put on hold.**
3. Dirt needed to fill area under front porch at parish office where ground squirrels have dug holes. **On hold until Capital Improvement Committee makes determination.**
4. Replace A/C units on parish center. **On hold until Capital Improvement Committee makes determination.**
5. Trees on Parkview Drive on easement. When the trees begin to die, they will be removed one at a time, but until they show signs of deterioration, leave as is.
6. Roof leaks in parish center. **On hold until Capital Improvement Committee makes determination.**
7. Gutters at back of parish center need to be cleared.
8. Heat tape needs to be switched off.
9. At the historical entrance (eastside) of church, above the wooden etched Saint Mary, this area needs to be scraped and a fresh coat of paint applied.
10. The seams on the gutter on east side of parish center has separated.
11. At rectory, there is a scratch on the exterior of the overhead garage door.

Interior:

1. Cobwebs on ceiling and walls in church.
2. Mold at ceiling behind door at back entryway, and water damaged on drywall above entry to church in this same area.
3. Mold and drooping drywall at ceiling near piano in church.
4. Electric handicapped door buttons need to be repaired.
5. There is a pew in church that needs to be repaired.