

Property Committee Meeting – AGENDA & MINUTES

10-12-21

Present: G. Dietz, R. Kletzien, M. Kaulen, P. Ray, M. Sorrick, J. Hetrick

Offering Counters: [~~note this activity will transition to Stewardship/Finance~~]

Oct. 10 – J. Dunlap, G. Deitz; Oct. 17 – J. Dunlap, Crystal Shanley; Oct. 24- P. Ray, Donna Hess;

Oct. 31- Nancy Bubenzer, Lori Babby

[P.S.- Stewardship will issue the Offering Counter List for Nov. for Property to fill in names. This may change as we move forward. Responsibility for this function is still under review.]

Finance Update: See Attachment

Council Update: Hetrick – No Report

Old Business:

1. HVAC (D. Hansford) a). Lounge heat controller-Repaired 6-2021. b). Amy's A/C unit drip pan replacement- Repaired 8-11-21. c). Furnace #2 leaking gauge (Ref: Factory Mutual Ins. Co. 6/3/21 letter) -Repaired 9-24-21.
2. Picnic Table- done: R. Symons- **Need to seal table – R. Kletzien**
3. Elevator Repair (\$\$\$\$) Issues: J. Hetrick, B. Arthur, S. Saltzman
 - a. TKE new maint. Proposal ~\$ 75/mo.= \$ 900/yr. + non emerg. callouts at reduced rates; Current contract=\$870/yr. + all callouts @ \$472/hr. Note: Old contract expires 4-24-24.
 - b. Otis Proposal and comparison: B. Arthur- Bill summarized the TKE and Otis elevator maintenance proposals in a handout. Otis offered 3 proposals: \$3,000, \$2,160, and \$1,260/yr. See revised handout and recommendation for TKE.
Placed on HOLD until independent Elevator companies are contacted.
 - c. Authorized TKE to repair Main Oil Seal @\$3795 (TKE's New Proposal will not reduce this quote)
4. NAACP Office Space (Rm.# 112): Hetrick/Kletzien- **In progress: Paint, Carpet, Electrical, Phone, Locks, Grant Funding, Facilities Use Agreement.** Hetrick met with Sue Nelson Designs, their carpet Installer, and Shawn Lemmon from Speelman Electric. Paul Sellman installed a Cat 5 cable for the phone and Internet. Don Deibler finished painting a wall. Kletzien is working with Jim Silver to finalize the Facilities Use Agreement (MOU).
5. Church Photo Inventory: M. Sorrick/Hetrick- **Hetrick will contact Mennonite Insurance regarding procedures and recommendations.** Sorrick stated P. Sellman had also volunteered to assist. Sorrick will contact Meline Jackson regarding the last Photo Inventory.

New Business:

1. Dead Pine Trees- P. Ray- Quotes received, Davey Tree approved. Davey Tree approved. Timetable ~ Nov. 21, 2021
2. Fall Cleanup: Saturday- 10/30, 11/6, 11/13, 11/20 ? - Selected Nov. 6 as the Fall Cleanup. Nov. 13 is the rain date.
3. KUCC Gas & Electric Services- R. Symons-Gas; J. Hetrick-Electric [R. Symons selected Symmetry Energy Solutions as our new gas supplier (Fixed rate @ \$4.15/MCF for 30 Mo.). Note increase from old \$3.35/MCF rate due to tight market. Electric suppliers under review.
4. Pest Control- Lee Drewette was contacted to eliminate bee entry into Leah's office. Lee treated the outside entry point, which should eliminate the bee nest.
5. Leaf Blower- At the request of the Chair, a Motion to purchase a \$200 battery powered leaf blower for custodial use was passed (Kletzien/Dietz).
6. Brick Electronic Sign Base- Tree dirt marks/black mold streaks need power washed. Kletzien to do[PS-done 10-14-21]. Kaulen recommended a "Wet & Forget" post treatment to prevent recurrence. [PS-done 10-15-21]
7. Room #116 Sagging Ceiling Tile- Broken support (or no support) for ceiling grid. P. Ray to fix.

Meeting Adjourned 8:00PM. Members were given a tour of the Room #112 preparations.

Property Committee:

2021-Marilyn Sorrick , Mike Kaulen
2022-John Hetrick(Chair), Paul Sellman, Jim Dunlap, George Dietz, Bill Arthur, Pat Ray
2023-Ralph Kletzien, Kirk Gordon, Lynn Gregor