

## Properties Committee Meeting

February 14, 2022 6:30 pm

Attendees: Scott Potts, Ken Brost, Paul Hundt, and Vicki Holten.

Absent: Bill Alber, Dick Kohl, and Gary Toboyek.

Meeting was called to order by Chair Scott Potts at 6:30 pm. Scott led the group in the Lord's Prayer.

The roof HVAC unit taken out of service last year because of a bad heat exchanger continues to be used for cooling in the summer. The boiler is being used to heat the rooms normally serviced by this unit with no issues. We plan to replace the HVAC unit when the AC fails.

The Sunshine Committee is in the process of getting bids for a solar system. Properties have provided them with a bid we obtained to replace the roofing on the south side only of the FLC (\$12,193). The current roofing has substantial life left and does not need replacing except for a solar project. This cost is not part of the properties budget and should be included by the Sunshine Committee in their funding request to the Finance Committee.

The CLM floor has been striped and four coats of wax have been applied. Thank you to Paul Hundt for donating the floor stripping and finishing materials; and to Scott, Jeff Gehrke, and Jim Ellestad for assisting Ken in moving furniture in and out of the room.

The rain gutter at the NW corner of the FLC has been replaced and heating tape applied. This was done to eliminate ice buildup in the gutters and sidewalk area. Landscaping near the downspout outlet will be looked at in the spring and corrected to facilitate proper water dispersal.

The dead pine trees along the property line have not been removed yet. Ken hopes to complete this project soon.

We recently had a sprinkler alarm notification during non-office hours. Ken was able to determine with the help of Pertzborn Plumbing that the air compressor had to be reset. No issues were found with the system once the compressor filled the dry side of the system to the proper pressure. We also discussed adding additional contacts for the alarm company to notify when an alarm is activated.

The font was cleaned in December by Scott, Jeff Gehrke, and Jim and Linda Ellestad. Previously John Landen cleaned the font on a regular schedule. We hope to find someone to take over this task.

The phone system is past its useful life and needs to be replaced. It was recently serviced and recommended that we replace the system in the next year.

We reviewed last year's budget and discussed next year's budget proposal. It was noted that there was no increase in our last two budgets we submitted. After much discussion the budget proposal for the fiscal year 2022/2023 was increased \$1,200 (.008%).

Our next meeting is scheduled for May 9, 2022

Properties Chair,

Scott Potts