

Property Committee Meeting Minutes to Council from 2/14/23 @ 6:30 in the Gathering Space

Present were: Gary Toboyek, Dick Kohl, Bill Albers, Paul Hundt, Vicki Holten, Doug Buechel, Soctt Potts, and Ken Brost (Head Custodian).

HVAC Updates:

- 1) Installation of new units during the week of 12/26 went off without a hitch.
- 2) 3 - Basement units are in need of replacement. One is working, one is sort of working, and one is not working. Currently have two estimates. One is for \$34,000 and the other is for \$40,000. We are still discussing as to what might really be required for the basement areas. We are trying to still get costs down.
- 3) I would like to suggest better control for our HVAC units. I am investigating a series of commercial wi-fi smart starts. I believe that cost would be between \$4000-\$5000.

Lighting Updates:

- 1) All of Led conversion upstairs is complete. We received about \$1300 in rebates from Focus on Energy.
- 2) The remaining bulbs have been purchased for the downstairs. I intend to complete by spring.
- 3) Other small lighting and electrical projects that I will continue to work on throughout the first half of the year.
- 4) Currently talking with individuals about material to put most of the rooms on the first level on occupancy light switches. Lights are constantly being left on. I am waiting for exact material pricing. My initial estimates are between \$3000-\$4000. I will provide labor for providing installation.

Other building topics:

- 5) Roof: With a 2nd opinion of the rubber roof over CLM from Hein contracting, they suggested that there are some preventive maintenances that we could do. But his opinion was that we are not currently in need of a new rubber roof in this area at this time. He commented that with the rock covering, that usually increases the life substantially. Also, their initial budget cost of a new rubber roof in this area was over \$10,000 lower than GBR if we were to proceed.
- 6) Windows: This is still a work in progress. We currently have a bid from Patriot glass for about \$64,000 for new glass panels from last summer. A second avenue is to change the exterior wall and use wood construction with more traditional windows for better temperature efficiency. I had one company look at this. They gave only a budget estimate that was I roughly \$10,000-\$15,000 more. This work was not a great fit for them. His suggestion was to move to talk with general contractors. I had one company decline to bid this. I currently have one general contractor bidding this. I'll see what he comes back with. I would intend to look for another.
- 7) Ken's report:
He will follow up with getting that steel cross out of the south parking lot.
There are 4 trees that are in need of cutting down. Two of the four we are not able to cut down on our own. Ken will look into costs. Scott said that we will look into stump grinding for these trees.

Ken asked for me to look into exit signage. We are needing to replace some of the backup batteries for some of the signage.

Lastly Kenn noted that we are in need of 1 maybe 2 vacuum cleaners. We discussed buying cheap throw away vacuums, vs more commercial units. Paul noted some major differences and said that we would assist in finding us one. The group decided that we should pursue going the commercial grade route. Before the discussion had ended, Paul had said that we would buy and donate a second one.

- 8) There was one other item that we had talked on at the last meeting. We had talked about creating an entry way that would have a digital keypad entry. I had not had a chance to look into that.
- 9) Paul had made a suggestion to make sure that our AED machine is properly maintained. The group agreed to spend a little money to maintain the one that we have. I will get with Carrie on that.
- 10) Solar Panel Installation discussion: I had noted that I had exchanged emails with Sarah Schutt about coordinating (properties) the installation of the solar panel installation. I had explained that properties had not had visibility to this overall process and had declined overseeing this. Sarah then noted that Doug was willing to be the liaison for this. Doug is part of the council, the properties committee, and was on the solar implantation group. Doug gave us a brief update. Ron Vandenburg is largely heading this up. Ron has an engineering back ground and has been part of this since the beginning. Doug noted that the roofing part of this was moving forward. Then the solar panels will likely go up next. But, we will be waiting for final hook up. The inverters is one item that we needs to be ordered in. It will likely be late summer to early fall when these might arrive.
- 11) We next talked about two items that go hand and hand. I had brought up the budget work sheet that Rita had sent out. I had pointed out that based on just the overall number, we are over by about \$32,000 for the first 6 months. But of that \$32,000 somewhere around \$30,000 is directly due to finance approved expenditures related to electrical work. We did a great deal, the indoor LED conversion, electricity added to the garage to power our parking lot lights, and buying out the assets from Alliant for the parking lot lights. Overall, we are not far off of budget taking that into consideration. Rita has been on vacation, and I am going to be on vacation upcoming. I will discuss some items with her when I get back. I will then send out some updated numbers next month.
- 12) Lastly we went back to the deferred maintenance list and discussed what we thought should be things we look at taking care of soon. The list that was talked about was:
 - a) Windows
 - b) Basement furnaces
 - c) Kitchen remodel
 - d) FLC carpeting
 - e) Gathering Space carpeting
 - f) South & East Parking lots.

There was no doubt that the group believes that the windows would be a top priority. The second item is the basement furnaces. Those costs were noted above.

The other item that received the most conversation was the kitchen. It sounds like CLM is going to have a grant that will allow us to replace both stoves. It was initially believed that we would

have a very large bill to change the flooring. We have a bid that is 6 years old that was over \$8000. The other cost is to change out the dishwasher. We do not have a cost for that. We suggested revisiting other more do it yourself options for flooring to save money. This will be investigated more when I get back from vacation. I would also look into the option to adding a couple of additional circuits for added electrical outlets.

As for the other items on the list, we do not have any updated quotes at this time. I just sent out an inquiry for a rough idea to what the parking lots are going to be.

For the FLC carpet, the trouble area is around the free throw area that is really worn. There is a chance that this area might be able to be cut out and seamed back in. This is being investigated. We really did not discuss the gathering space carpeting much.

We ended with the Lord's prayer at about 8:15.

The next meeting is scheduled for 4/11/2023

Thank you

Gary Toboyek