

Trinity Lutheran Church
Property Committee minutes

April 30, 2019

Jon Andrews, Chair, called the meeting to order at 7:00 PM. Others present were: Mary Haar, Bruce Bigelow, Joe Hunter, Steve Kauffman, Erich Sprowls, Dave Rupnik, and Randy Moore. Dan Reed and Phil Groff were excused for the evening.

Review of minutes: *Dave Rupnik moved for the March 26, 2019 minutes be approved as submitted. Bruce Bigelow seconded, and the motion carried.*

Subcommittee Reports:

Kitchen: The new stove still needs to be fixed. One of the burners isn't working, and two knobs need to be replaced. Randy Moore noted the stoves need to be registered for warranties. American Range will then need to be contacted to set up an appointment for work to be done by a local authorized warranty worker.

Joe Hunter moved for a Panasonic microwave oven stainless steel countertop built-in with inverter technology and genius sensor 1250 W to be purchased for \$259. Randy Moore seconded, and the motion carried.

Joe Hunter requested help setting up Fellowship Hall on Sunday, May 5 for the Mardi Gras fundraiser.

Landscaping: Bruce Bigelow reported the TruGreen contract was approved and was received.

Spring Cleanup took place on April 13. A good job was done by the volunteers.

The parking lot islands were planted, and the final cost was \$8,250, which was \$600 less than quoted. The cost was covered completely by the funds in Helen Bigelow's memorial and also by an anonymous donor.

Seth Maurer will submit the proposal for the peace garden.

Kathy Power planted 20 left over flowers from Easter. They are along Chestnut Street.

The tenant occupying 1959 Market Street would like to have a rock garden around the tree on the front lawn of that property.

Bruce Bigelow informed the committee he is getting through the season for mowing, but two of his mowers have had health concerns.

Special Projects and Programs Reports:

Arts Team: Mary Haar informed the committee she met with Patty Marshall and Marcie Brown and looked at the art work in the closet in the basement. These items will be donated to the silent auction for the Mardi Gras Fundraiser.

Minor Repairs: Dave Rupnik looked at the art work hangers in the Gathering Space. The weight of the paintings by Mary Kay Fager was the concern. This has been rectified.

The light over the piano in the chapel overheats and cuts out. This will need to be replaced.

Two balloon holders were made for Easter.

The banners in the parking lot were changed.

Thanks to Dan Reed and Joe Hunter for putting the pew together in the Gathering Space.

The move of the receptionist desk in the Gathering Space was completed. Job well done!

Electrical: Randy Moore met with three contractors who brought consultants to address the lighting in the nave. Five dimmers are ancient, but we can do without replacing these. New dimmers should be added to the soundboard instead of behind the organ. The canned lighting needs to be changed.

HVAC: Randy Moore mentioned there is a bad compressor in the chiller. He provided further details as to the costs of a new compressor versus a whole new chiller. Randy Moore will look into this further, and the Chair stated he will bring this to Keith Huntzinger's attention as a potential additional cost for this year.

Property and Building Security: Dave Rupnik mentioned a larger hard drive should be purchased for the security system. A discussion followed, and it was requested a specific quote be received.

Outside doors: Dave Rupnik noted some touch up is still needed for the doors. The door manufacturer needs to look at the basement doors, since there is a concern about them locking correctly.

AED machine: The Chair noted that Keith Huntzinger spoke with his brother-in-law who works for Highmark. We are inquiring about grants we could possibly apply for. Highmark has a program to assist non-profits with AED machines and donating them.

Jane Hess estate: The Chair provided an update about Jane Hess' estate. The price will be lowered to \$150,000 for the condominium.

Columbarium: Mary Haar received a quote from Rolling Green cemetery for a columbarium niche made of granite that is outside. The price quoted was \$1,595. Mary will be meeting with Cumberland Masonry on June 6 for an estimate for the masonry work for a new unit that will be placed going towards Chestnut Street.

Report – Property Administrator:

Expenses were high in April. For the year, we are currently over budget. HVAC repairs were done, ground expenses were high due to the inclement weather, and Hempt Bros. treating the parking lots.

Old Business:

1959 Market Street Porch Repairs – Camp Hill Façade Grant Program: The Chair provided a packet of information about this program to the committee. We will submit an application for a grant for porch repairs for 1959 Market Street. This program was established by the Borough of Camp Hill.

Storm Water Utility & Lot consolidation: Dave Rupnik provided an update and mentioned this will begin in January 2020. The Chair mentioned that he will write to Keith Huntzinger, Finance Chair, and inform him beginning next year we will be impacted with \$4,200 additional expense annually for the largest deed, and \$300 to \$400 a year for the other properties. If there are credits, we can take advantage of them.

Always Being Made New Basket Raffle: Dan Reed made a tool box for the Property Committee's Fixer Upper Basket that will be our contribution for the fundraiser that is being held on Sunday, May 5. The value for the box is \$200. The Chair thanked everyone on the committee for his/her contributions.

Max Hahn Eagle Project: Max Hahn requested permission to begin his Eagle Scout project on Saturday, May 4. This committee requested he postpone the project one week due to the back parking lot being used for volunteers using the kitchen for the Harrisburg Singers concert on Saturday evening and the Mardi Gras fundraiser on Sunday.

New Business:

Insurance Audit Presentation: Terry Kane from Boyer and Ritter attended the meeting and began making a presentation about an insurance audit being performed. We informed Ms. Kane this needs to be presented to A&P instead.

A discussion was held about having a permanent structure, such as a deck and pergola, built on the plot of land between the funeral home and the playground for Summer Sundaes and Saturday evening worship.

With no further business to be discussed, the meeting adjourned at 8:30 PM following the Lord's Prayer.

The next meeting will be held on Tuesday, May 28, 2019.

Respectfully submitted,

Mary E. Haar,

Committee Secretary

