

Trinity Lutheran Church
Property Committee minutes

September 24, 2019

Jon Andrews, Chair, called the meeting to order at 7:00 PM. Others present were: Mary Haar, Bruce Bigelow, Randy Moore, Dan Reed, Steve Kauffman, Dave Rupnik, and Pastor Brock.

Review of minutes: Bruce Bigelow moved for the August 19, 2019 minutes to be approved as submitted. Dave Rupnik seconded, and the motion carried.

Subcommittee Reports:

Kitchen: The new stove still needs to be fixed. They were calibrated backwards, and the temperatures aren't being maintained. One of the burners isn't working. Two knobs need to be replaced, and the parts came in on Friday. The Chair sent a certified letter to American Range making a formal claim on the one year warranty for parts and labor for the stoves that were installed on November 18, 2018. A new service order has been placed.

The new ice machine has been installed.

Landscaping:

Bruce Bigelow mentioned Cumberland Valley Tree Service will take care of the tree trimming on a Friday between October 23 & November 6. The big oak trees and the magnolia tree at 1959 will be manicured.

A design for a Peace Garden, which will be placed in the parking lot, was provided to the committee for review. The peace pole needs to be incorporated into the design. It was requested Seth Maurer provide more details and pricing information. From an artistic point of view, Patty Marshall should be contacted for feedback. A discussion was held, and we decided this should be included in the 2020 budget.

Bruce Bigelow spoke with Patty Marshall about planting perennials around the David and the Lambs statue. He will decide what perennials should be planted around the statue. Mary Haar also recommended Janet Kissinger would be a good person to speak with.

Special Projects and Programs Reports:

Arts Team:

Dan Reed and Jay Killian will clean the Good Shepherd and Instructive Christ statues.

Minor Repairs: Dave Rupnik requested a handle for a heavy duty cart to move tables. Shelving was installed in room 15. The photos of the pastors outside the office were moved. Dave Rupnik helped Dan Reed with the roof at 1959 Market Street. He replaced a latch on a bathroom stall.

Dave Rupnik requested a tool combo kit be purchased as well as a padded V Rung Kit. Randy Moore moved for a RYOBI 18-Volt ONE+ Lithium-Ion Cordless 6-Tool Combo kit with (2) 1.5 Ah LITHIUM+ Batteries, Dual Chemistry Charger, and Bag to be purchased as well as a Padded V Rung Kit. Dan Reed seconded, and the motion carried.

Electrical: Randy Moore provided three formal quotes for the lighting upgrades for the nave. Everyone agreed one of the controls needs to be down where the existing one is. Another should be placed at the control desk in the balcony. The Chair requests a meeting with Steve Kauffman, the three pastors, and Randy Moore to speak with Lighting Breakthroughs.

HVAC: Randy Moore looked at the chiller and the component issue again. An update was provided about the boiler concerns, too.

Outside doors: Dave Rupnik provided information about Iron X Handrail Arches railing be added to the step to the Chestnut Street door. Mary Haar moved for \$616.00 to be used from the Property Budget. Pastor Brock seconded, and the motion carried.

Columbarium: The columbarium addition should be done next spring. Mary Haar will meet with Steve Kauffman to discuss funding further, specifically the pricing of the niches. Mary Haar has informed Cumberland Masonry she will be back in touch with them in the spring of 2020.

Dan Reed informed the committee the plaques that hadn't been installed on the columbarium for a year have been added.

Bruce Bigelow provided an estimate for re-grouting the Columbarium. He is still waiting to receive some more quotes. A discussion followed.

Old Business:

1959 Market Street Porch Repairs – Camp Hill Façade Grant Program: Dan Reed provided an update, and he mentioned 90% of the paint should be done tomorrow. He will provide the receipts to the Chair to submit to the Boro of Camp Hill.

AED machine: Dan Reed mentioned four additional machines were ordered. A quote of \$6,100 was received in February. Funding for these will come from MIRA. A discussion about training and medical emergencies in the building was tabled for the October meeting. The Chair requested for one day to have training in Fellowship Hall during the Sunday School hour.

Oxygen Tank: All of the physicians who were asked agreed there is no need to have this in the building.

Storm Water Utility & Lot consolidation: Dave Rupnik reported no date has been set by the boro for when this new utility will begin. But, the estimated \$4,200 should be added to the 2020 budget.

Charlie Suhr is still working on the consolidation of the deeds.

Deck for outdoor concerts and services: Dave Rupnik provided handouts for the design of the deck. He researched this further and mentioned a permit from the boro will be needed for this project. This will be added to the 2020 budget.

New Business:

Sign for Valet Parking: Keith Huntzinger sent an email to Jon Andrews requesting a sign be purchased by him for Valet Parking. Dan Reed moved to OK the purchase, and Steve Kauffman seconded. The motion carried.

Insurance: The Chair will sit down with Steve Kauffman and Paul Hensel to discuss and review the church's insurance policy.

Blood Pressure Cuff: A discussion was held about the blood pressure cuffs we have throughout the building. One of them needs replaced, and Bruce Bigelow said he would donate his.

Round Tables: Kelly Falck requested round tables for better conversation during Faith Formation events in Fellowship Hall. This Committee has requested Kelly Falck to provide three quotes.

2020 Budget: The Chair provided the packet of information Paul Hensel provided for Budget requests for 2020. The Chair has requested input be emailed to him. The Bradford Pear Tree removal needs to be included for \$4,000. The Outdoor Stage project needs to be included. Cordless leaf blower needs to be included for \$300. The Storm water needs to be added for \$4,200.

With no further business to be discussed, the meeting adjourned at 9:30 PM following the Lord's Prayer.

The next meeting will be held on Tuesday, October 29, 2019.

Respectfully submitted,

Mary E. Haar,

Committee Secretary