

Trinity Lutheran Church

September 28, 2021

The meeting was held via zoom. Dave Rupnik, Chair, called the meeting to order at 7:00 PM. Others present were: Randy Moore, Dan Reed, Mary Haar, Bruce Bigelow, Pastor Brock, Steve Kauffman, and Angie Clark. Joe Hunter & Jon Andrews were excused for the evening.

Council meeting update: The Chair reported the 2022 budget was the subject for the majority of the meeting. Any under budgeted amount for Property will be transferred to MIRA unless Finance Committee determines those funds are needed to balance the budget.

**Review of minutes:** Dan Reed moved to approve the May 25, 2021 minutes. Bruce Bigelow seconded, and the motion carried.

**Subcommittee Reports:**

**Kitchen:** Mice droppings are a concern. Steve Kauffman will call Paramount to address this.

**Landscaping:** Fall cleanup needs to be scheduled. Bruce Bigelow is requesting November 6 to be the date; November 13 will be the rain date. Bruce talked to Moses Kavishe about this, and he sent it along to the Youth Group advisor.

Five new hydrangeas were planted in the front of 1959 Market Street. This will hide the ramp in the front. Some grass seed was placed in the back lawn.

Potential side walk concerns need to be addressed on Market Street. The Boro has a big multimillion dollar project for upgrading the curbs and sidewalks. The sidewalks need to be done by the property owners. The boro can do this and bill us. Or we can do it ourselves as our policy states. A project leader for this needs to be appointed. Bruce Bigelow was unable to answer when this will need to be done. Randy Moore has agreed to lead this with Bruce's help.

**Special Projects and Programs Reports:**

**Arts Team:** Mary Haar was to meet with Marcia Brown, Steve Kauffman, and Patty Marshall to discuss the hanging of artwork. This was postponed due to the COVID concerns and will be rescheduled.

The Concert Series begins again in October.

**Minor Repairs:** The picture rail was installed.

The poles and the sails have been installed at the outdoor platform.

There was a plumbing leak in the basement at 1959 Market Street. The Bishop's office door was a concern. The Chair corrected these. Houck came in to repair the roof concern.

The Chair and Steve Kauffman addressed the mechanical room and everything that is being stored down there. For the most part it is clean and trash free.

**Electrical:** Randy asked if the identification of the circuits was completed in the church. Dan Reed said it was complete. There is a question about what happened to this when the construction was done. This needs to be analyzed further to see how big a concern there is to address. Steve and Randy to address this.

**Plumbing:** nothing to report.

**HVAC:** Work was completed to address issues from inspection report. Randy Moore introduced the topic of rebate monies that we could possibly get for 1959 Market Street renovations. Randy will pursue.

**Property and Building Security:** Steve Kauffman stated the Market Street door is a concern. It's not accepting fob or codes. He will address this with Shearer.

**Director of Administration:** Camp Hill School District is having a service day on October 15. Specifically this will be for middle school students. Steve Kauffman contacted Bruce Bigelow about possible landscaping options. Dan Reed suggested finished landscaping around the outdoor platform. Bruce Bigelow gave the OK for our church to participate. Dan Reed will check with Seth Maurer about getting dirt for this project.

Several of the dehumidifiers need to be replaced in the basement. This will be part of the budget discussion.

Steve Kauffman continues to work with Verizon to switch from Comcast for internet and phone.

We are currently \$32,000 under budget for 2021.

#### **Old Business:**

**Strategic Plan:** The next submission for the Strategic Plan is due next year. The Chair will work with whomever is appointed the new Property Committee Chair next year.

**Consolidation of lots:** Jon Andrews is still working on this.

**Columbarium:** Mary Haar will request an updated quote for option C from Eichof with granite fronts. She is still waiting for a quote from Sunset. A discussion followed.

**1959 Market Street Renovations:** The Chair provided an update. We came in under budget by about \$2,000 for the whole project. The Synod has begun paying rent, and they sent us the check for October. The Chair is very pleased with the relationship we have with the Synod. They are currently using our chapel weekly. They moved their baptismal font into the chapel.

**Outdoor platform:** Completed. The Chair thanked Dan Reed for all of his hard work and supervision.

**Ceiling Tiles:** Dan Reed is still working on this.

**Painting of exterior:** Dan Reed reported this is complete.

**Memorial Digital Book:** A discussion was held about this. It was agreed that this will not be pursued.

**Memorial Peace Garden:** The Chair stated Bruce Bigelow will be in charge of this. The Chair, Bruce Bigelow, and the sponsor will meet this week to review the bids that were submitted. The garden construction won't be scheduled until next spring. The Chair wants the planning finalized during the winter months.

#### **New Business:**

**2022 Budget:** The Chair reviewed the current budget, and he's projecting Property should be \$25,000 under budget at the end of 2021.

Bruce Bigelow noted electric rates will be 23% higher next year. This will be reflected in the budget request.

Bruce Bigelow requested approval to purchase a powered chainsaw eco brand for \$300. We agreed Bruce Bigelow should go ahead and purchase this in 2021. Lawn treatment was discussed. Aeration and over seeding needs to be done at the outside platform. Angie Clark mentioned crab grass and weeds need to be addressed in the lawn area. The Chair recommends we take care of the lawn fertilization in 2022 by ourselves. We need to get the Holt brand for crab grass concerns. Angie Clark will be in contact with a company for aerating and seeding the outdoor platform area. This will be incorporated into the 2022 budget.

New Budget Lines:

Dehumidifier – Basement request is \$4,000. – The Chair requested for Steve Kauffman to get approval from Finance for this to be taken care of in 2021.

Repoint 1959 Chimney is \$8,000 – part of this is because of the leak. Dan Reed will be getting a second quote on this. We are looking for this to be addressed during 2021.

Paving of back lot will be added to 2022 MIRA list

Interior Painting is \$2,000

Floor Stripping and refinishing is \$4,000

Removal of 6 Bradford Pear Trees along Chestnut Street is \$1,400

Chapel renovation – this will be added to the 2022 MIRA list.

**Volunteer list:** The Chair has asked members of this committee to review this list and mention who we would like to contact about assisting with the committee projects, landscape crew and or committee membership. This should be forwarded to the chair before the next meeting.

**Farmers Market:** Camp Hill Boro would like to restart their Farmer’s Market from 2:00 PM to 7:00 PM from May 2 to November 22. The prime spot would be Trinity’s parking lot. A meeting was held with Matt Bingaman, Council President, the Chair, and Steve Kauffman to discuss this. It would be on the lower lot. The vendors and the boro will both have liability insurance. Further discussion was held, since the Chair requested our feedback.

With no further business to be discussed, the meeting adjourned at 8:45 PM following the Lord’s Prayer. The next Property Committee meeting will be held on Tuesday, October 26 in person.

Respectfully submitted,

Mary Haar, Committee Secretary and Dave Rupnik, Chair

### MIRA Projects September 2021

<u>2021 Projects</u>	<u>Cost Estimate</u>
Paint Exterior Trim	25,000 – Completed
Seal and reline Parking lot	12,000 - Completed
Outdoor Stage	2,500 – Completed
<u>2022 Projects</u>	
Remodel Chapel	35,000
Paving of back parking area	10,000
<u>Future</u>	
Replace Flat Roof 2025---2030	145,000
Peace Garden	Donor identified
Path to Picnic Table	5,000
HVAC Mechanical Upgrade/Replacement	50,000
Upgrade Kitchen	80,000
<u>Capital Phase II</u>	
Refinish Pews	95,000
Repaint Nave	60,000
Replace Window Shades	15,000