

Trinity Lutheran Church  
Property Committee minutes

November 28, 2017

Charlie Suhr, Chair, called the meeting to order at 7:00 PM. Others present were: Mary Haar, Bruce Bigelow, Pastor Brock, Paul Hensel, Joe Hunter, Phil Groff, & Brett Warren. Dan Reed and Dave Rupnik were excused for the evening. Erich Sprowls is the newest member of the Committee.

Opening devotions were read by Charlie Suhr.

**Review of minutes:** The minutes from the October 31 meeting were approved as submitted.

**Eagle Scout Project:** Sam Ehgartner presented his plans for an Eagle Scout project at the June 27 Property Committee meeting. Sam would like to put the old cross that is in the columbarium in a more permanent structure with planting around it. The plans include new paths for walking, and a new place for three benches to be placed at the entrance of the columbarium. Sam returned to provide this committee the drawings he has redone for further clarification and details. He still needs to have approval from the Scout Council for this project. He anticipates beginning this project in the spring.

**Council Report:** The Chair reported perk tests were performed on the York County property, and the sale will be finalized this week.

**Landscaping:** Bruce Bigelow reported that the grounds were mowed for the last time today. They are now focusing on the winter and snow blowing. Erich Sprowls will compile an email list for volunteers who are willing to assist the sextons with snow removal on the walkways.

**Minor repairs:** Dan Reed replaced the sprayer on the faucet in the kitchen.

**Chestnut Street Handrail:** Pastor Brock mentioned that parishioners have difficulty navigating the lower step of the Chestnut Street entrance, because there is no railing or rail post. Dan Reed will install a new railing or rail post.

**Elevator upgrade:** It was reported new sensors may need to be installed in the elevator. The quote is \$2,500.

**Steeple lighting upgrade:** Paul Hensel received a quote of \$15,000 to upgrade the lighting for the spotlights that shine on the steeple. This quote is to have all four spotlights replaced. It was decided this should be tied into the parking lot scope of work.

**Attic Safety Improvements:** It was reported that the improvements have been completed.

**Report – Financial and Property Administrator:** Paul Hensel noted that we are currently under budget. Paul Hensel and the Chair submitted the budget request, and there was an increase of \$375.00 compared to last year's budget request. Paul mentioned a structural engineer came out to look at the crack in the education wing wall. There are no concerns at this time. Beginning December 1, Erich Sprowls will be the Property Administrator and Lead Sexton.

**Building Security:**

**Door Access – Shearer Security** – At the October 31 meeting, Dave Rupnik requested the times the doors are open to be tightened further. Pastor Brock reported that this was addressed by the staff, and the doors will be open in the mornings, and then locked in the afternoon. Pastor Brock also informed this committee that an additional phone was installed in the office for people to be let into the building.

With no further business to be discussed, the meeting adjourned at 7:50 PM following the Lord's Prayer.

The next meeting will be held on Tuesday, January 30, 2018.

Respectfully submitted,

Mary E. Haar, Committee Secretary