

St. Ann's Building and Grounds Commission  
August 12, 2008

Present: Scott Youngbauer, Joe Ragona, Bill Bolton

1. Grounds

- A. Joe noted that the new stations of the cross have been delivered. He would like Buildings and Grounds to schedule installation ASAP.
- B. Scott reviewed the following items regarding the cemetery shrine restoration project:
  - First work day has been scheduled for August 23<sup>rd</sup> starting at 8:00 AM, alternate rain date is Sept. 6<sup>th</sup>.
  - Scope of work on the first day: remove perimeter shrubs, stone steps/retaining wall, railing, (railing salvaged for reuse), excavate retaining wall trench.
  - The following work responsibilities were assigned:
    - Scott – notify “one-call” to locate underground utilities in the cemetery, supervise work on the 23<sup>rd</sup>.
    - Bill – furnish a sixteen (16) foot trailer to transport the removed shrubs, stone.
    - Joe – schedule loader/backhoe with either Jim Welp or Dan Urmie
  - Joe notified Scott that he had confirmed that the existing electrical outlets were “dead”.
  - Scott reminded Joe that the parish needs to schedule the Sunday bulletin insert that the Eagle Scout had prepared for the project. Joe noted that he is working on a couple of revisions to the document before he inserts.
- C. Joe reported that Dwight has burnt the brush pile, located in the west wind break, so the Buildings and Grounds Commission doesn't need to plan on mulching/chipping the pile. Some minor damage to the adjacent trees was reported due to the burn.
- D. Scott notified Joe that he had contacted a parking lot service subcontractor regarding a bid to restripe the parking lot.
- E. Scott informed Joe that he had installed an approx. eight (8) foot downspout extension on the southeast corner of the parish house in an attempt to drain rainwater away from the basement level.
- F. Scott noted that he was planning on scheduling a fall work day, late September, early October.

2. Buildings

- A. Joe reported that some of the drywall and carpet in the basement level of the parish rental house had to be removed due to moisture damage. Since the drywall was mounted on masonry block, the drywall and carpet will not be replaced. The exposed masonry walls and floors will be painted.