

# St. Ann's Buildings & Grounds Committee

## August 10 , 2010

Present: Scott Youngbauer, Bill Bolton, Joe Ragona, Msgr. Shafer, Jerry Noel, Diana Vollbeer

### Meetings

Msgr. Shafer notified Scott that the new meeting time for the Buildings & Grounds Committee will be 6:00 pm. The date will remain the second Tuesday of every other month. The first committee meeting under the new time will be October 12<sup>th</sup>. The new meeting time will allow Msgr. Shafer to be in attendance during the entire length of the meeting.

### Parish Grounds

1. Scott informed the attendees that the fall work day will be scheduled for Saturday Sept. 25, 2010, 8:00 A.M to 12:00 P.M. Rain day is October 2, 2010.

Proposed scope of work:

- Exterior painting
- Grade, seed cemetery burial sites
- Miscellaneous trimming, weeding

In addition to this list, Msgr. Shafer and Joe requested that the following items be added:

- Plant three(3) replacement trees, east elevation, cemetery shrine as replacement for the three(3) pine trees damaged during this summer's storms. Trees are being donated by Mike Bauer, from his tree farm on St. Ann's Road. The parish will be responsible for digging, transporting, planting
- Remove the hedge line north elevation of rectory
- Clean, finish grade, seed, plant wild flowers in St. Ann's Road ditch. Joe noted that the majority of the wild flowers would be day lilies, which he will supply. Msgr. Shafer further clarified that the wild flowers are to be planted on the north side of the ditch only, starting point to be the east driveway of the parking lot working our way west.
- Split and transplant hosta plants

Joe will contact Dean Marten regarding the use of his backhoe/operator during the work day

2. Joe reported that he was going to schedule Dean Marten to haul in, dump, spread two(2) loads of milled/recycled asphalt paving, west drive way, in an effort to reduce or eliminate the gravel erosion problem in this area.
3. Attendees informed Msgr. Shafer of the following:
  - The concrete vault, located in the north yard of the rectory, houses three(3) pressure tanks which service the water system. A sump pump keeps the vault dry and the tanks are monitored by Dwight Gittings rather than an outside sub-contractor.

- North property line of the cemetery is located approximately at the tree line, east cemetery property line extends out into the farmer's field.
4. Joe stated that another Eagle Scout has asked the parish for permission to complete his Eagle Scout project on the parish grounds. Permission has been granted and he has been assigned the project to remove and replace the southwest retaining wall at the parish rental house. Scott Y. will be the parish contact, coordinator. No objections were voiced to the removal of the concrete stairs, currently incorporated into the retaining wall and a stepped retaining wall design.
  5. Msgr. Shafer reviewed and commented on the following subjects related to the parish grounds:
    - Mike Bauer has recommended that at some point in the future the parish consider a tree windbreak along the northwest side of the cemetery.
    - Subject to Dwight's approval, it would be acceptable to park the CEW trailer inside the maintenance shed. Cleanup of the shed will be required.
    - Within the last couple of weeks, wet spots have developed in the yard north of the rectory. It may be due to a crushed or cracked drain pipe, servicing the downspouts.
    - New gravesite located in the far northwest corner of the cemetery was granted based on a special request from the family.
    - We need to be aware that we cannot allow the gravel driveway, into the cemetery, to encroach on or near the gravesites.
    - Ponding water has been observed adjacent to the fireplace ring during recent heavy rains. Scott noted that it may be related to the fact that there is a plugged yard catch basin located east of the fire ring.
    - He continues to work on getting Scott Co. to reduce speed limit on St. Ann's Road to 45 mph.
  6. Jerry noted that he would haul away the three(3) telephone poles, currently stored on the north side of the maintenance shed.

### **Buildings**

1. Msgr. Shafer reviewed the following:
  - Future goals include providing an ADA space in the south corner of the pew seating, handicap ramp to the altar. He noted that the parish has two(2) wheel chairs available for anyone to use.
  - Has not made a final decision as to whether the lector platform will be removed
  - Granted Scott permission to get a building key for his use from Donna
  - He and Dwight are working on the installation of a storm door for the rectory, wrapping the garage door jams with aluminum sheet metal and weather stripping doors.
2. Joe noted that he will attempt to research what type of sealer has been applied to the pews, to facilitate our decision as to how we clean, restore the pews in the future.
3. Msgr. Shafer explained to Bill that the poor performance of the wireless microphone system, at times, was due to low batteries and inexperience of users, number of receivers .