

## **Building Task Force Minutes**

Wednesday, December 29, 2010

**Members Present** – Ken Noyes, Dan Sussner, Mark Fischer, Jim Fuhrmann, Michelle Full, Mike Leary, Connie Mathiowetz, Fr. Paul Wolf, Lisa Zmeskal

**Members Absent** – Charlie Deutz, John Feda, Mark Timmerman

**Guests Present** – Mark Lundberg (YHR)

### **Several change orders were submitted for approval:**

Proposal Request G-04. This proposed deletion of \$32,375 is for the removal and reinstallation of plaster in the vault crossing area. Discussion was held regarding whether or not the 2<sup>nd</sup> layer of plaster is loose. The original ceiling cracked and a section of the ceiling dropped in the past. The ceiling currently has the original layer of plaster attached to the ceiling framing with a second layer of plaster added at a later date. St. Aubin doesn't think the plaster is loose and Mark Lundberg doesn't think the plaster is an issue as long as the frame doesn't move. Questions were raised as to how easy it would be to take off the 2<sup>nd</sup> layer of plaster – St. Aubin thinks the 1<sup>st</sup> layer would come down when the 2<sup>nd</sup> layer is removed; however, Sussner and Lundberg think there are several layers of paint between the 1<sup>st</sup> and 2<sup>nd</sup> layers of plaster and the 1<sup>st</sup> layer would stay in place. Lundberg said the safest option is to replace the plaster as originally called for in the bid, although he thinks it is okay the way it is. New plaster would be less likely to come loose in the future and the last thing the task force wants is to have the same problem with the ceiling a few years down the road. The removal of the plaster is included in the original bid and the allowance given back in this proposal is significantly less than what the task force thought it would be given the dollar amount for this work in the original bid. This change order will not be accepted, and the original specifications will stand – the 2<sup>nd</sup> layer of plaster will be taken down, the 1<sup>st</sup> layer will be resecured, and a new layer of plaster will be installed.

Proposal Request G-03. This proposed addition of \$1,128 is to install additional “U” bolts to the saddles to fix the cracked wood framing in the ceiling. M/S/P Fischer/Leary to approve this change order.

Proposal Request G-05. This proposed addition of \$14,886 is to add 12” of fiberglass batt insulation to the attic. This is something that needs to be done, but not immediately. The problem we are having is that there isn't enough insulation in the attic which is causing a loss of heat through the roof, which is then causing ice dams. There is a significant amount of ice on the roof now which is causing leaking in the church again. There is also thought that the membrane on the roof is not going back far enough from the valleys which is contributing to the leaking problem. The task force asked Sussner to ask the Finance Council if the roof repairs for additional membrane and shingles could be considered a capital expense of the parish and be funded through that process. Discussion was also held on the amount of contingencies included in the original cost of construction and how much of that contingency has been used. Lundberg stated that he doesn't see any big changes after this. M/S/P Fischer/Leary to approve this change order.

Proposal Request M-01. This proposed addition of \$1,700 is to add exterior hose bib at the east side of the new front door. Lundberg said the additional cost was reasonable. Discussion was held on the feasibility of adding another faucet since it should be less expensive to add another faucet at this stage of construction. Lundberg thought the additional cost for another faucet would be approximately \$200-\$300. M/S/P Mathiowetz/Fuhrmann to approve this change order along with adding another faucet as long as the additional cost for the extra faucet does not exceed \$300.

Proposal Request E-02. This proposed addition of \$269 is to add 2 conduits for electrical and data for a future sign at the east side of the addition. M/S/P Sussner/Leary to approve this change order.

Proposal Request E-03. This proposed addition of \$995 is to add conduits and modify floor box locations to accommodate the requirements for the new organ. Discussion was held about the necessity of this change order. This change is run conduit to the control panel in the choir loft not the sound box in the Sacristy. Fr. Paul thought this would not be necessary. Lundberg will clarify with the appropriate individuals on the necessity of wiring the organ to the control panel versus the sound box and bring a recommendation to the task force. The approval of this change order was tabled until the next meeting.

Additional Plaster Repair Work. This addition for \$6,750 is for repair work at 3 areas of the cornice/dentil that were deteriorated. These areas were not known to be damaged and were not called out on the plans to be repaired. The damage is where the leaks are. Discussion was held on the proper procedure for approving additional work, since this repair work was already done before it was authorized/approved by the task force. Lundberg said the amount of the change order is a fair number for the work that had to be done. For future reference, work performed on a change order request will not be paid for unless the approval goes through the proper channels which includes preapproval by the task force. M/S/P Fuhrmann/Mathiowetz to approve this change order.

Additional Framing Material at Recessed Ceiling Lights. This addition for \$463 is for additional framing to reinforce the recessed can lights header off the ceiling rafters. M/S/P Sussner/Fischer to approve this change order.

Proposal Request E-04. This proposal is to change the lighting in the old Narthex area. The original specifications called for a decorative pendent light fixture in this area but the proposal is to put in 2 recessed can lights instead. M/S/P Leary/Fischer to approve this change order for a deduction of \$43.

Additional Exterior Receptacles. This addition for \$776 is to add 2 exterior electrical receptacles on the north side of the new addition above the planting beds to the east and west of the new front door. M/S/P Sussner/Fuhrmann to approve this change order.

#### **Other business:**

Sussner received a quote of \$9,800 to refurbish the pews. This quote would include sanding the seats and hand rails, along with restaining and varnishing the pews. The seats of the pews are solid wood, while the backs have a veneer coating. Sussner recommended having Lundberg write up a scope of work for the project so that we are consistent with the rest of project.

Discussion was held on hooking up the existing wiring for the Stations of the Cross to the dimming panel. The electrician thought the wiring is safe the way it is. Items 3 and 4 in the demo plan call for the wiring to be removed. If the decision is to keep the existing wiring, we should expect to see a change order for a deduction relating to this. Lundberg will research this and return with his recommendation at our next meeting.

Discussion was held on the steps on the 5<sup>th</sup> St. side of the church. This will need to be repaired. A request for a vestibule on this side of the church was also brought forward. Lundberg stated that panic bars will need to be installed on the inside doors on both wings of the church. Lundberg will put together a change order for fixing the 5<sup>th</sup> St. steps and enclosing the area with a double entry vestibule similar to the other side of the church.

A request was brought forward to remove our heating restrictions so the full heat can be turned on. We currently monitor our electric usage so we don't go over the usage restriction and end up in the higher commercial zone. Jim Meulebroeck will contact Marshall Municipal Utilities and see if they will waive the usage limits during the construction.

Discussion was held on the paint colors on the ceiling. Lundberg will clarify the ceiling colors. Final paint colors are waiting for the acoustical ceiling panel to come in. The last coat of paint will be tinted to match the panel color.

Noyes stated that he and Zmeskal met with Lynn Nelson and reviewed pledges. We have received about 75% of the pledges to date. Noyes asked for a pledge report that listed pledges and collections by parishioner with the names removed. It was agreed by all that the task force members do not want access to the names associated with the various pledges. Noyes will review the listing to see if there are givers that have pledged a significant amount that are not current with their pledge. Our concern is that the pledges received may be skewed if several have given their pledges ahead of time and others are behind. Noyes stated that we will probably need to borrow money in April, either from the bank or from church reserves, since the work will be finished on the project before the final pledge payments are due to be received.

A question was raised about the next major fundraising effort. At this time there are no plans in place to conduct another fundraiser.

The next meeting is scheduled for January 25<sup>th</sup> at 11:00 in the parish center. At this meeting we will expect to have information available on the ice problem, refinishing the pews, and other research as requested of Lundberg.