

The red portion is my response to the topic. The blue is the discussion after my response.

## Administrative Services Commission Agenda – February 20, 2018

1. Opening Prayer – Tom H.
2. Pastoral Leadership Council Representative Report – Cary Becker
3. Ad Hoc Committee Reports
  - a. Update on Heating System Water Loss – (Glycol or Water) - Pat  
We pumped in 15 gallons of nitrite inhibitor into the heating loop. We also pumped in five gallons of nitrite inhibitor into the cooling loop.  
Zone five is operational, and running very well. Isolate coil 34 as bad, and restarted the rest.  
The committee was pleased with the results of Dale and my work on Zone 5.
  - b. Church Lighting – laptop obtained; needs programming – Tom  
Tom indicated that someone from Stinson is now trained to do the work and will come out in March.
  - c. Chiller Back-up Piping – Larry J (open issue)  
Larry talked about combining both chillers and said he will explain more later.
  - d. Hearing Loop – Tom H  
I need connect with Fr. S and see if he wants to go and visit different churches and view how the company has taped the wire to the floor and how this process has held up over the years.
  - e. Security cameras in the Plaza and Church, the idea has been approved by Fr. Skluzacek. Does the ASC have any recommendations on who we work with to get them installed?  
I talked to Paul Klien from Life Safety Systems Inc and he is going to send me his proposal with a diagram for the location of all the cameras.
  - f. Need for heat in the old tabernacle area.  
Steve Arndorfer came in and installed two vents in wall. One on each side of the door, and the results were wonderful. We don't need any heater in this area. Along with the floor heat, the area is fine.
  - g. There is a need to upgrade the control system we have in the Church and School. (open issue)  
We currently have three bids for the controls. We need clarification on one of the bids, and will have the company come out tomorrow.  
I can call UHL for a price, they did St. Mary's of the Lake.
  - h. Determine the cost and request the funds through a grant to rekey the campus.  
I met with Floyd security and I am waiting on his input.  
I can also call Twin City Hardware to talk to them about rekeying and cameras.
  - i. I had Matt from Nyco come out to look at the pipe insulation on the Cooling System to repair some of the insulation before the cooling season starts. Still waiting on his response.
  - j. The church needs to look into replacing Hot Water Heaters. The two that we have in the penthouse are 20 years old and are starting to show their age.  
I can call Sauderhome for a price on two hot water heaters.
  - k. How are the four sensors that are in the main church tied into the system?  
Need to talk to Peoples about how they tie into the heating and cooling system.  
Items to be listed but no action at this time:
  - l. Bell Tower Project – Pat  
Contacted Dave Galey and Carl Brandt from Building Restoration Corp about starting in the spring. Carl stated that the temp needs to be above 40 degrees to start.  
There is \$15,000 allotted each year.  
I need to call in March to get on the schedule.
  - m. Sculpture Garden Concern – Don/Pat
  - n. Outdoor Gardens – Pat in spring
4. Closing Prayer – Tom H