

## Administration Services Commission Minutes January 23, 2018

In Attendance: Tom B, Tom H, Pat, Larry B, Cary, Jim, Don, Ron L, Ron F  
Guest: Larry V

1. Opening prayer, Tom H
2. Pastoral Leadership Council Report: see minutes on Website
3. Ad Hoc Committee Reports:
  - 3.1. Heating System- Neither of the Church Vestibule heaters (south doors) are working. Replacement costs \$5000. Are they needed? Only in Extreme Cold? Discussion followed. Alternative heating to be examined.
  - 3.2. Church Heating System Pipe Leaks in Zone 5 Zone 5 is old chapel area, vestry and storage room behind organ, coils 32-38 turned off and deteriorating. Very cold. McGough thinks this area could be tested for pressure in-house. Motion made to pursue testing pressure in house. Motion seconded and passed.
  - 3.3. Church Heating System Pumps- Zone 3 pumps are making lots of noise. There are two pumps running for this area. Pumps may need repair or replacement. Could the area be serviced by one larger pump?
  - 3.4. Glycol- addition of 220 gallons of glycol raised the percentage from 9.5% to 13% Recommended levels 30%. To reach recommended levels estimate 23 – 55 gallon drums of glycol at the cost of \$18,000. Two other options available- option one. Drains system and add only water. Treat water to kill bacteria. Doesn't provide antifreeze. Option two is to run a "Dirty" system with a low level of glycol and a nitrite inhibitor added to the water. Discussion on the two options followed.
  - 3.5. Church Lighting - Laptop on site, waiting for technician to program.
  - 3.6. Handrails - -done on steps on east entrance. Discussion on the need for handrail on ramp from Fr. Skluzacek's confessional to the upper sacristy.
  - 3.7. Bell Tower Project - Repairs will start in the Spring as temperatures need to be above 40 degrees F to start
  - 3.8. Hearing loop – Acoustician that member wanted to contact is not around any more. Project on hold.
  - 3.9. Motion Sensor for lights in SJH? - discussion on need followed
  - 3.10. Security cameras in plaza- Was approved by Fr. Skluzacek- where are we at with this? Vendors are being contacted for bids.
4. Monthly Report - Mark Dittman referred to his report
5. Campus Report - Campus security. Rekey estimate \$35,000.00 still open at this time to be reviewed in early 2018. Recommended that Twin City Hardware be contacted for bid.
6. Heating and cooling systems for School and parish center are on two systems. Need upgrade since old and out of date. Open issue needs further investigation
7. Closing prayer - Tom