

## Administrative Services Commission Agenda – Oct. 16, 2018

In attendance: Pat, Tom H, Jim, Joe, Don, Ron, Cary, Larry B, Tom B

Guests: Stephanie, Fr. Paul

1. Opening Prayer – Tom H.
2. Pastoral Leadership Council Representative Report – Cary
3. Ad Hoc Committee Reports
  - a. Security cameras in the Plaza and Church, the idea has been approved by Fr. Skluzacek. **This proposal is on Mark Dittman's desk and is waiting upon his action.**
  - b. There is a need to upgrade the control system we have in the Church and School. (open issue)  
**Minnesota controls has given us a bid that included all the different points that we were looking for without adding any additional work. They also came in with the lowest price for the work. I sent the sequencing to Larry Justice and am waiting for his response.**
  - c. Sidewalks-Don  
**Wanted to thank Don and his crew for all their hard work, and to thank him especially for the re-pour of the four aggregate that was finished last week.**
  - d. Tom B brought up the concern about the handicap seating in the church. Can we take out a pew in the back of church, and move that pew behind the existing last pew? Or could we take out a pew along the side of the sanctuary, opposite from the organ.
4. New Items:
  - a. Refinishing woodwork throughout Church  
**We now have two proposals and I believe the question that we have in front of us is "Do we want to have someone do the touch-up as inexpensively as possible, or do we want to have someone who specializes in furniture to do the job?"**
  - b. UHL has a proposal to do an energy assessment of the entire campus.  
**It is always a good thing to be able to assess your energy plant and find ways to improve of use of energy and try ways to be more efficient. UHL will give us that report and list many ways of updating your power plant to be more efficient. Cost is \$14,885 with a \$6915 rebate factor from Excel. *This proposal was reviewed and commission decided against pursuing.***
  - c. LED Lighting project  
**Solar is the company who is giving us a proposal to install solar panels on our roof, they are also the company that is giving us a proposal to install our LED lights in the school and the rest of the Parish Center. This project can be financed through a program sponsored by Excel whereby we don't pay any money out of pocket, but use the savings to pay for it. It is estimated to payback in 3-4 years. *Proposal sent to Finance Chair for review.***
  - d. Solar Energy System here at St. John's  
**RA Solar is a company that approached me with the interest in installing a solar panel system on our roof top. They are coming out the first week in Oct. to talk about the system, and the benefits for St. John's by installing a system. Pax Christi has a solar**

system installed and will be starting it up this fall. *More info needed. This is not an immediate need.*

e. New Bathroom makeovers:

We have a proposal to redo the bathrooms with Cary Becker leading the project. Do I need to bring in another bid? I will ask Steve Arndorfer to come up with a bid.

f. Rectory Gutters:

Cary took an extensive look at the integration of the current gutters to the roof of the rectory. The oversized gutters are in lieu of fascia and are installed under the roofing. Current rectory roof in very good shape and in no need of replacing. Proposal to have galvanized steel gutters manufactured in a small metal shop and installed. Replace undersized down spouts with more appropriately sized aluminum downspouts. Color to match brick. Proposal to be referred to vendor for bids. One vendor identified. Looking for recommendation for another vendor.

5. Closing Prayer – Fr. Paul