

## **Administrative Services Commission Minutes – April 21, 2020**

In attendance: Pat, Larry J, John Z, Cary, Tom H., Teri (Recorder)

Guest: Josh, PLC Vice Chair

### 1. Ad Hoc Committee Reports

#### A. Old Business

- a. LED Lighting Project – 98% done.
- b. New Bathroom makeovers – completed for both first floor rest rooms.
- c. Gutters over canopy near Chapel of Angels emergency exit- Nearly complete. Need to install an electrical outlet to allow for heat tape for gutters

#### B. New Business

- a. Hot water Heater Failure- originally 2 hot water heaters for the parish center. One failed two years ago. Decision made not to replace. Second water heater went out this week. Both were original to the building, 20 years old. Commission reviewed bids and specs. Discussion followed.

Motion made to have Director of Maintenance move forward on replacing 2 hot water heaters of smaller size. Motion seconded and approved by voice vote.

- b. Sump pump in Tunnel is failing. Failure may be because of blockage in piping, likely sediment. Discussion followed. Commission recommends calling vendor to investigate blockage.

C. Other items- Preparation for cooling season is underway. Filters for the airhandlers have been changed. McGough will assist with starting the chillers next week. US Water came and checked PH levels and they are okay.

Pipe cleaner for infloor heating system. Chemicals have been obtained. Need to isolate zone 5 and add chemicals. Needs to be added while system is hot either now or in fall with start up of heating season.

Chiller Water Tanks- These have value. Do not throw away.

Minutes Respectfully submitted by Teri Shea