**PROPERTY MINISTRY TEAM MINUTES**

**May, 2017**

**Present:** George DeWitt, Sarah DeWitt, Bob Hansen, Lois Hansen, Paul Jensen, Dennis Madden, Darlene Schwarzkopf, David Waymire

**Old Business**

* Minutes of March 12th meeting approved as submitted.
* Boiler Fund Update – Remaining balance as of April 30, 2017, is $7,787.
* Spring Work Day Re-cap – Landscape clean up and paint collection was accomplished as well as other small tasks, however, the west door of the Education Unit still needs to be painted.
* Glenco Electric has replaced the exit lights in the Education Unit.

**New Business**

* Clean Up of Enclosed A/C area – A number of small trees had grown up in the area around the air conditioning unit by the Education Unit and they have been removed.
* Sewer Line Problems – Koppold Plumbing was called because the toilets in the Education Unit were backing up. It was discovered that the sewer line to the street was completely clogged with small tree roots and it took over four hours to clear the line. The fact there were roots in the sewer line indicates that the line is in bad shape and probably needs to be replaced. The suggestion was made to investigate the possibility of inserting a liner into the current sewer pipe. George DeWitt will explore this possibility and report back to the team.
* Elevator Issues – The elevator was not working and Otis Elevator was called. The problem was a breaker switch had been tripped and needed to be re-set.
* Water Damage in Altar Area – After several days of heavy rain in the past week, the water damage has once again appeared. Paul Jensen will see if it is possible to have the Fire Department use their drone to check the top of the chimney on the church to see if that could be the source of the leak.
* Railing at East Church Entrance – A rail post on the stair to the east entrance of the church has rusted through and needs to be replaced. Also the rail on the stair to the balcony has come loose and needs to be re-attached.
* The Property Team is still trying to hire a “handyman” to install an awning above the windows at the northeast corner of the Fellowship Hall so rain does not pool in the window wells and to repair and paint the back porch on the parsonage. Despite the best efforts of the Property Team, we have not found anyone willing to take on these projects. An item will be put in *The Call* asking for any member of the congregation who has skills to help with these tasks to volunteer to help.
* George DeWitt informed the group that as of June 1st, he and Sarah will be stepping down as Chair-chairs of the Property Ministry Team. George recommends that in the future, the Chair duties between would be divided between two people in the following manner: one member who would be responsible for indoor issues and the other would deal with outdoor issues. This would help reduce the work load on the Property Team Chair.
* David Waymire informed the Team that an Interim Custodian will need to be hired for the months of July and August when the current custodian is on maternity leave.

**Adjournment**

The meeting adjourned with the Lord’s Prayer.