

Building and Grounds Committee Agenda
Wednesday, April 8th, 2026 6:30 pm

Prayer

Our Father

Approval of March minutes

Remove the bells.

Brivo is going in next Monday April 13th

Motion to approve removing bells has passed.

School Door (South) to be installed tomorrow April 9th

Parking updates

- Notes pending approval have been sent to Father Justin
- Curb painting to be spray painted. Steve is running the job weather permitting.

Courtyard

- Sewer line footage update. Two videos were sent but not of courtyard drain.
Video 1 is from manhole to Park Drive.
Video 2 is from school hall to manhole.
Both pipes are clean and clear. However, the drain from the courtyard has not been completely inspected.
- Courtyard drain has only been inspected 50ft in.
- Discussion about the need to make sure the drain system in the courtyard is in working condition. Have beehive grates been priced or considered? Considering now. Recommending Sewer Ninja to finish out the inspection. Beehives for the pits to be priced and installed.

West Garage Update

- Flat roof update does not need a rubber roof. Asphalt roof is recommended. Life span will exceed a rubber roof.

Kitchen

- **Cabinet repair completed**
- **Oven repair**
 - Oven needed to be turned off due to gas leak. Burners are fine but the ovens don't work.
 - There are eight burners and a pilot light per pairs of burners. For years, the burner pilot lights have been turned down to prevent burns on the surface of the stove. A downdraft wind will blow out the pilots which results in the gas smell. The old ovens are missing a safety valve which is being replaced.
 - The electric ovens can be used but are not preferred as they hold less than half the amount of the existing stove.
 - Installation of the First Alert gas detector recommended.
- **Gas lines**
The stove and oven are now on their own gas line. The convection oven also needs a new flexible gas line to be chained to the floor.

Record Keeping

We need a plan for storage of records and historical data.

Brivo

New Brivo electronic board is going next Monday April 13th.
Installation has been complex.

Grant Update

- FEMA Reports completed and are current
- We need to renew Sam.gov ID number. This is an involved process that we are working to complete.

5-year plan presented to Finance

- Plan was discussed. Specific focus on year one.
- Roof was the primary topic.
- Talked about school storage.
- Mandatory inspection of boiler in summer of 2026.

Roof funding update

- Finance briefed on all expenditures needed.
- Thanks to very generous donations, St. Joe's is able to move forward with the project.
- Proxy approval required – Since over \$50,000, Archdiocese must approve spending.
- Talked about the processes needed for replacing the roof. There are multiple variables that will affect the final cost. Moving the HVAC on the roof, the seam between the two roofs and addition of the North Entryway roof add complexity to the bid.
- The cost to replace the North entryway roof (emergency exit) of the gym is \$15,590. The north entry way roof may need a better solution to prevent juveniles from climbing up on the roof. It is recommended that a fence be added.
- The addition of the large garage to the bid is good in that it will provide an increased storage area for rummage which could allow for consolidation of items collected.
- Once the proxy is approved and signed by the Archdiocese, St. Joe's can proceed with signing a final contract. Every effort is being made to complete the project over summer. Depending upon weather, there is a possibility that completion may extend into school year.
- Due to recent increases in petroleum and the impact upon other petroleum related products, Langer is not able to further discount the price at this time. They have agreed to honor the originally quoted price from 1/29/26 even though price increases will be incurred before the contract is signed.

Auction

- Thank you for basket
- Paddle raises
 - Tables and Chairs
 - Storage

Paddle raise funds need to be used during the fiscal year.

St. Joseph Day

Thank you for helping with welcoming people to the event!

Accreditation complete

B&G was interviewed during the process. We talked about increased communication between the school and the committee along with the addition of a faculty representative to the committee.

B&G status update for Parish

Presentation sometime in the late spring.

Additional items

- HVAC in parish center reportedly has a failed heat exchanger. This may be a warranty issue.
- Bells at school may be removed. Bells for church need to be repaired. Bucket lift to address maintenance?
- Can we get someone with a drone to survey the roof and the campus grounds?

Closing prayer

Next Meeting: Wednesday, May 6th at 6:30 pm