

**Building and Grounds Committee Meeting
Meeting Agenda**

October 13, 2021 4:30 PM

Zoom meeting:

<https://us06web.zoom.us/j/84822904561?pwd=Zk1kTDVhZmtSUnBPRWx2a3RtczF2QT09>

Meeting ID: 848 2290 4561

Security Passcode: 860184

- 1. Call to Order/Roll Call – Jim Lee**
- 2. Public comment**
- 3. Approval of Minutes**
- 4. Old Business**
 - a) Items in Progress**
 - 1. Elevator- Any Updates?**
 - 2. Madison Street (Front Stairs) – On hold at the present time. We may be able to use the Live and Learn Grant for this project.**
 - 3. State Street Side Doors – Project Update. We may be able to use the live and Learn Grant.**
 - 4. RAMP Suggestions – This time will be on hold at the present time. We will develop a time-line sometime in the near future.**
 - 5. Landscaping – Reported that they have been doing a great job.**
 - 6. National Registry of Historic places – Any Updates?**
 - 7. Rental Property mold situation. Walkthrough was scheduled for October**
 - 12. Comments?**
- 5. New Business**
 - a) Fire alarm inspection. Completed. Updates?**
 - b) Elevator electrical work-Gale to review specs and advise. We will be moving the Library Servers out of the Elevator room. Progress Report.**
 - c) Miller Engineering to advise on AC needs for elevator. Update?**
 - d) Accessibility door switch needed repair again. Not urgent at this time.**
 - e) Downstairs door bar also sticking. Price to replace around 4 grand. Works but staff will need to check each evening at lockup. WD40 has helped. We should have a closing check list for the staff. Any changes?**
 - f) Front bathroom was repainted after the purple event. Custodian now asking to repaint downstairs bathrooms a neutral color and paint the stall doors. We thought it would be a good idea to paint them. A light color was recommended. Status Report.**
 - g) Update on snow removal-city plows lot, Ed snow blows from edge of church around to his house. We will need bonded, insured party to take care of front and side steps. Ed keeping an eye out now for sidewalk salt. May be difficult to obtain this winter with shipping problems. We may contact Janda as a possible resource for help with this. Status Report.**
 - h) Fire drill will be held at a future date – Fire Dept. will assist. Also, will have a defibrillator Demo and CPR classes. Status? There is no date yet. There was a video on the defibrillator but we felt that on hands demonstrations would**

still be needed. CPR classes need to be scheduled and training on NarCan for opioid overdoses. Status Report.

- i) Property Insurance renewal quote. Mindy suggested raising our limits. We may need to vote on this. We discussed getting Data Breach insurance. We do have flood insurance.**
- j) The committee approve a motion to with the Otis Quote on the Elevator**

6. Next Meeting November 10, 2021 4:30 PM (Suggested time)