

Building and Grounds Committee Meeting

Meeting Notes

October 13, 2021 4:30 PM

- 1. Call to Order/Roll Call – Jim Lee, Dawn, Jan and Mindy present**
- 2. Public comment - None**
- 3. Approval of Minutes N/A**
- 4. Old Business**
 - a) Items in Progress**
 - 1. Elevator- The servers are being moved. Otis has been contacted, given the job and is ordering the parts. Completion date December 5, 2021**
 - 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. We are working on getting a sign directing people to handicapped access.**
 - 5. Landscaping – Reported that they have been doing a great job. Ed will be doing the snow blowing and we want to include the area in front of the church. Need someone to shovel the stairs.**
 - 6. National Registry of Historic places – In process**
 - 7. Rental Property mold situation. Walkthrough completed on October 12. Suggestion to use Mold Armor on upstairs bathroom-paint the porch area-Ed may be retiring next fall. Church- Needs new water heater-smoke alarms-fix toilet flushing problem. Have plumber check Library toilets – flushing issue**

Kip from Building Department got back to Mindy regarding a tub and shower on the first floor of the rental. There is no Belvidere building code requirement that both a shower and tub are needed in a residential dwelling. There are also no requirements that each floor needs a bathing facility. We don't need to worry about that issue.
- 5. New Business**
 - a) Fire alarm inspection. Completed**
 - b) Elevator electrical OK- Swedberg Electrical to do the work We will be moving the Library Servers out of the Elevator room. Progress Report.**
 - c) Miller Engineering to advise on AC needs for elevator.**
 - d) Accessibility door switch needed repair again. Working- continue to monitor the situation.**
 - e) Downstairs door bar also sticking. OK WD40 has helped. We should have a closing check list for the staff.**
 - 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. Not completed.**
 - 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. Still looking for salt.**

- 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. This has been done.**
- j) The committee approve a motion to with the Otis Quote on the Elevator. Done parts ordered**

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