

## **Parish Council Meeting**

**Tuesday, May 1, 2018**

**Present:** Fr. Mike Anderson, Pastor; Jeff Rutz, Chair; Valerie Berwald, Ron Peterson; Amy Moore, Kelly Summerville; Don Trudeau, John Carney, Maggie Arnevik

**Excused:** Paul Siler, LeAnn Zogg, Paul Lillyblad, Bob McMullan

Minutes of the April 3, 2018 meeting were approved as written.

### **Commission Reports**

**Finance Update:** Paul Siler provided attached. Also shared that the 2019 budget will reflect increases in areas of Communications and Technology. Budgeting to continue paying off the mortgage at an accelerated rate in 2018-2019. Discussed looking to our future needs and the timing of how that could possibly happen. Creating new space is a hot topic, with the intent of a committee being formed to explore this further – i.e. four examples of spaces, how to fund it, Capital Campaign, etc. Fr. Mike asked council to start thinking about who may be good candidates for that group. Suggestion to put an “all call” out in the bulletin as well for people to serve. Word it as a “continuation of our vision, as a response to the feedback that we received from the parish.” This could be Phase B for the next 15-18 months. Having a leader “project manager” for this prior to gathering the volunteers would be another important factor. Commissions and Community Life Groups should also be asked, “What are the desires of your ministry, in regards to facility needs, in order to have your needs met for the next 15 years?” This could very well take 2 years. Keep in mind that it’s okay to talk about our future.

**Facilities Commission:** Kelly Summerville provided attached. Items are primarily needed for reasons of safety, security, cost savings and aesthetics. Pricing will be taken to the Finance Council on May 15, 2018.

### **Commission Updates:**

**Pastoral Care Commission:** Attached. Discussed ways to increase participation at Commission meetings. Perhaps bring in a guest speaker or encourage discussion on evaluating past events.

**Liturgy Commission:** Will meet on May 8, 2018. They will be discussing the Sunday night mass topic as well as a new hospitality procedure review. Hospitality received AED and CPR training. There is an offer from someone to provide a pieta – marble statue of Mary holding the body of Christ. Possible location of pieta to be discussed.

**Faith Formation Commission** will meet May 21, 2018. Maggie Arnevik read three letters from Faith Formation classes that were written to the Parish Council – shared what they enjoyed about FF this past year.

**Justice and Charity Commission:** Ron Peterson shared that the latest shipment of Feed My Starving Children meals has been received in Guatemala. Fair Trade B’fast went really well on April 22.

**New Business:** Letter was shared with Parish Council from a parishioner who expressed concerns regarding use of technology in worship space, especially during Holy Week. A written response will be formulated after Liturgy Commission has an opportunity to further discuss.

Next month's meeting is the last of the season. We will see the 2019 budget at that time. This will be Jeff Rutz's last meeting to chair, and his terms of service on the council will also be complete. Please be thinking about new members for the 2018-2019 year as, assuming those who are able to renew terms will do so, we need to fill the following positions: Two At-Large Members, Communications/Development Commission Rep.

**Next meeting:** June 5, 2018 beginning at 6:30 pm in Historic Church with mass followed by meeting in Room 105 at 7 pm.

Meeting adjourned at 8:59 pm

Respectfully submitted,

Amy Moore

## Amy Moore

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**From:** Paul Siler  
**Sent:** Friday, April 27, 2018 12:47 PM  
**To:** Jeff Rutz; Arnevik, Margaret A; Don Trudeau; Kelly Summerville; rpete382@comcast.net; Bob McMullan; j.h.carney@comcast.net; Val Benedix - St. Joseph's Parish Council; Amy Moore; Fr. Mike Anderson; Leann Zogg; Paul Lillyblad  
**Subject:** RE: PPC Meeting is Tuesday

I am not able to be at the meeting on Tuesday. Here are notes from the Finance Council:

- Through March, collections are \$31k ahead of budget (+3.4%). Some of this favorability is due to special gifts that a few parishioners gave at the end of 2017 due to tax law changes. Easter collections were close to the budget of \$36k.
- Total expenses are under plan by \$23k, but there are always some timing aspects that impact when expenses get recorded as compared to budget.
- Any excess profit at the end of the fiscal year will likely go into our Facilities Maintenance and Improvement Fund.
- Current balance on the mortgage is \$132k, down from \$258k a year ago.
- Finance Council has made the decision to fund the excess cost for the rectory (previously approved to be up to \$125k) by amending our current mortgage and extending the amortization. There will be a small fee to do so. We will also most likely be locking in the rate on our current variable rate mortgage, as rates are expected to rise over the next few years.
- At the April Finance Council meeting, we reviewed the draft budget that had been prepared by Amy with input from the parish staff. Some adjustments were proposed, and we will be in a position to approve the budget at our next meeting.

Let me know if you have any questions.

Paul Siler  
Controller  
Hawkins, Inc.  
612-617-8503

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**From:** Jeff Rutz <[jeffrutz@meridianenergyproducts.com](mailto:jeffrutz@meridianenergyproducts.com)>  
**Sent:** Friday, April 27, 2018 9:27 AM  
**To:** Arnevik, Margaret A <[Margaret.Arnevik@centerpointenergy.com](mailto:Margaret.Arnevik@centerpointenergy.com)>; Don Trudeau <[truknightsfs@comcast.net](mailto:truknightsfs@comcast.net)>; Kelly Summerville <[ksummerville43@gmail.com](mailto:ksummerville43@gmail.com)>; rpete382@comcast.net; Bob McMullan <[robertlmcullan@aol.com](mailto:robertlmcullan@aol.com)>; j.h.carney@comcast.net; Val Benedix - St. Joseph's Parish Council <[valeriebenedix@gmail.com](mailto:valeriebenedix@gmail.com)>; Paul Siler <[Paul.Siler@hawkinsinc.com](mailto:Paul.Siler@hawkinsinc.com)>; Amy Moore <[amym@saintjosephsparish.org](mailto:amym@saintjosephsparish.org)>; Fr. Mike Anderson <[frmikea@saintjosephsparish.org](mailto:frmikea@saintjosephsparish.org)>; Leann Zogg <[Lkzogg@gmail.com](mailto:Lkzogg@gmail.com)>; Paul Lillyblad <[PaulL@kurt.com](mailto:PaulL@kurt.com)>  
**Subject:** PPC Meeting is Tuesday

Good Evening,

So our meeting is Tuesday. If there is any info (minutes, notes, ect) from your commissions that you want to present, please reply all to this email with that information prior to our meeting.

Don't forget, the Ministry Appreciation Dinner is Wednesday.

Have a great weekend and see you all Tuesday.

Jeff

4/18/2018

FACILITY COMMISSION CHURCH PROJECT'S

A	#1) GREAT HALL KITCHEN ANSUL SYSTEM	\$1,385.00
B	#2) GREAT HALL DOOR #5 REPLACEMENT	\$17,660.00
A	#3) GAS LINE REPLACEMENT	\$16,000.00
B	#4) GREAT HALL FLOOR REFINISHING	\$12,750.00
B	#5) OFFICE AND CHURCH ASPHALT REPLACEMENT	\$89,392.00
C	#6) PARKING LOT ASPHALT REPLACEMENT INCLUDING #5	\$379,850.00



# Nardini FIRE EQUIPMENT

Saint Paul/Minneapolis • Brainerd  
Fargo • Bismarck • Detroit Lakes • Williston

405 County Road E, West  
Saint Paul, MN 55126  
Phone: (651) 483-6631 Fax: (651) 483-6945

www.nardinifire.com / sales@nardinifire.com

Tuesday, April 17, 2018

QUOTE # STP-18-2416

St. Joseph of the Lakes Catholic Church  
171 Elm Street  
Lino Lakes, MN 55014

ATTN: Mr. Chuck Karth Phone: (651) 784-3015 #111 Email: ChuckK@SaintJosephsParish.org

RE: Fire Alarm System @ St. Joseph of the Lakes Catholic Church Ansul System

### QUOTATION FIRM FOR 60 DAYS

#### WE PROPOSE TO PROVIDE THE FOLLOWING:

Nardini Fire Equipment proposes to provide an addition to the existing fire alarm system. Nardini will connect the Ansul Fire Suppression System in the new kitchen to the existing Simplex fire alarm panel in the main church. Nardini will provide all parts, design, installation, and testing. Electrical contractor to provide all conduit and boxes for below equipment. Price does not include repairs to the existing Simplex fire alarm panel which is currently in trouble. Quote does not include code upgrades or additional devices.

#### Parts:

- 1 Connection to Ansul Kitchen Hood Fire Suppression System
- 300' 16-2, FPLP fire alarm cable
- Fire Alarm Device Installation Labor
- Permits, System Checkout

#### Exclusions:

- Repairs to existing fire alarm panel, devices, fire alarm cable or device boxes being reused
- Code upgrades or additional fire alarm device if required by fire inspector
- Painting or patching
- Simplex Service Call for programming if necessary

**BASE BID PRICE: \$ 1,385.00 Including applicable use tax**

SUBMITTED BY:

ACCEPTED FOR CONTRACT BY:

*Scott Lande*

PRINT NAME: \_\_\_\_\_

\_\_\_\_\_  
Scott Lande  
Sales Representative

SIGNATURE: \_\_\_\_\_

P.O.#: \_\_\_\_\_ DATE: \_\_\_\_\_

*1-24/18*



# Proposal

**Bredemus Hardware Co Inc**  
1285 Sylvan St., St. Paul MN 55117-4620

Fed ID 41-0827674 Date:  
Fax (651) 489-5502 Proposal #:  
**(651) 489-6250**

**April 18, 2018**  
**180418C**

### Architectural Hardware

Expiration Date: **June 2, 2018**

To: **St Joseph of the Lakes Catholic Church**  
**Chuck Karth**

Project Name:  
**Opening # 5**  
**Great Hall**

Salesperson	Job	Payment Terms	Due Date
Dave McRunnel	Opening # 5	2/10 Net 30	Upon Invoice

Qty	Description
1	Aluminum Entance - Frame Double Pairs w/ Center Sidelights
2	Aluminum Full Glass Doors Double Pairs
4	Insulated Clear Tempered Glass (Doors)
2	Insulated Clear Tempered Glass (Center Sidelights)
2	Insulated Clear Tempered Glass (Sidelights)
4	Full Mortise Geared Hinge
4	LCN 4000 Series Door Closer, Push Side Mount
4	Von Duprin Rim Exit Devices, Dark Bronze Finish
1	Rim Cylinder, Keyed to your key
4	Pull Handles, Offset, 10" CL
2	Threshold, Weather-stripping & Sweep
1	Labor to Install above Items
	Lead-Time for this project: 4-6 Weeks after approvals
	Qualifications: Per site review Drawings of opening will be submitted if approved
	Optional: None

Project Total \$ **17,660.00**

Quotation prepared by: Dave McRunnel, Project Manager, Bredemus Hardware

This is a quotation on the goods named, subject to the conditions noted below: WARRANTY STATEMENT: THIS INSTALLATION WILL COMPLY WITH ALL FEDERAL, STATE, AND LOCAL ADA AND EGRESS CODES. BREDEMUS, INC. WILL PROVIDE A (1) ONE YEAR WARRANTY FROM THE DATE OF INSTALLATION ON ALL NEWLY INSTALLED MATERIALS AND THE INSTALLATION LABOR TO BE FREE OF DEFECTS IN THE MATERIALS AND WORKMANSHIP. THIS WARRANTY DOES NOT COVER DAMAGE FROM ABUSE, VANDALISM, OR ACTS OF NATURE. MATERIALS THAT ARE DAMAGED DUE TO THE FAILURE OF RE-INSTALLED DOOR HARDWARE WILL NOT BE COVERED UNDER THIS WARRANTY.

To accept this quotation, please sign, date & include PO # here and return: \_\_\_\_\_

Thank you for your business!

*10-21-18*

4/9/2018

Saint Josephs Parish Mail - New gas Pipe line? Just wondering if there is any up date with cost we are looking at a very needed parking lo...

**Chuck Karth** <chuckk@saintjosephsparish.org>  
To: Rich Lavell <RLavell@ci.circle-pines.mn.us>

Fri, Apr 6, 2018 at 11:30 AM

Rich off the top of your head what do you think the cost on hour part might be if we could do it this year?

[Quoted text hidden]

**Rich Lavell** <RLavell@ci.circle-pines.mn.us>  
To: Chuck Karth <chuckk@saintjosephsparish.org>  
Cc: Patrick Antonen <PAntonen@ci.circle-pines.mn.us>

Fri, Apr 6, 2018 at 2:35 PM

Chuck,

If you could find half the money, so I would say a cap of no more than \$16,000, we should be able to get it done.

Rich

**From:** Chuck Karth [mailto:chuckk@saintjosephsparish.org]

**Sent:** Friday, April 06, 2018 11:31 AM

**To:** Rich Lavell <RLavell@ci.circle-pines.mn.us>

**Subject:** Re: New gas Pipe line? Just wondering if there is any up date with cost we are looking at a very needed parking lot and other work on the church this year. Talk with you later.

[Quoted text hidden]

*Rich*

4/6/2018

Saint Josephs Parish Mail - wood floor



Chuck Karth <chuckk@saintjosephsparish.org>

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**wood floor**

1 message

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**JOHN COREY BAUER** <johncorey\_bauer@msn.com>

Thu, Apr 5, 2018 at 8:28 PM

To: "ChuckK@SaintJosephsParish.org" <ChuckK@saintjosephsparish.org>

Bauer Flooring Inc.  
7117 Rice Lake Dr.  
Lino Lakes, Mn 55014  
612-616-0947

- ✓ Sand and finish oil base finish 5,100 sf @ 2.50 \$12,750.00
- Sand and finish oil seal and water base finish 5,100 sf @3.00 \$15,300.00

*1-106*



T. A. Schifsky & Sons, Inc.  
 2370 Highway 36 East  
 North St. Paul, MN 55109  
 Phone (651) 777-1313  
 Fax (651) 777-7843  
 www.taschifsky.com



**PROPOSAL**

<b>Bid To:</b>	St. Joseph Of The Lakes Catholic Church	<b>Attention:</b>	Chuck Karth
<b>Job:</b>	Blacktop Parking Lot	<b>Address:</b>	
<b>Location:</b>	171 Elm Street, Lino Lakes, MN 55014	<b>Phone:</b>	651.395.1604
<b>Addendums:</b>	NA		
<b>Date:</b>	4.4.18	<b>Email:</b>	chuckk@saintjosephsparish.org

We propose the following for the above referenced project:

Bituminous Mill	SY	Amount
Bituminous Mill And Replace Front Entrance	1,295	\$89,392.00
Mobilization		
Mill 3" Depth To Gravel		
Add Class 5 Base As Needed		
Remove And Replace Front Sidewalk To Gain Proper Drainage		
Install A 3" Compacted Mat Of (SPWEA240B) Bituminous		
Bituminous Mill And Replace Back Parking Lot	2,677	
Mill 3" Depth To Gravel		
Add Class 5 Base As Needed		
Install A 3" Compacted Mat Of (SPWEA240B) Bituminous		
Stipe Lot		

**Lump Sum Total = \$89,392.00**

**Notes:** Bid is based on SY listed above and provided plan. Not included in bid are permits, surveying, subgrade correction or excavation, removals, saw cutting, geotextile fabric, traffic control, and testing.

**Contractor's Guarantee**

We guarantee all material used in this contract to be as specified above and the entire job to be done in a neat, workmanlike manner. Bid is based on quantities stated. Any variations from plan or alterations requiring extra labor or material will be performed only upon written order and billed in addition to the sum covered by this contract. Prices are for 2018 unless otherwise specified.

Thank you for the opportunity to quote. If you have any questions please do not hesitate to call.

T.A. Schifsky & Sons, Inc. (Affirmative Action, Equal Opportunity Employer)

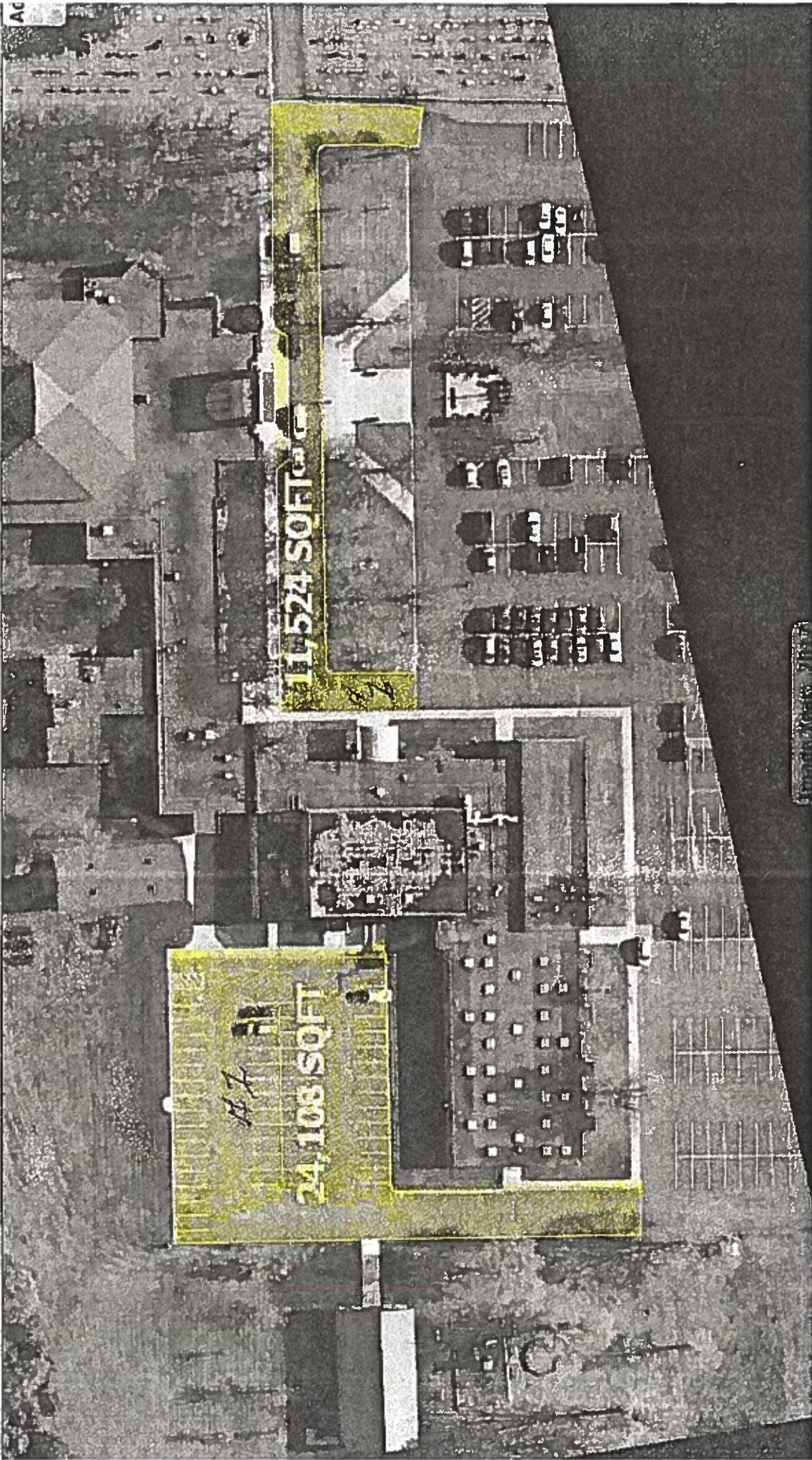
By: \_\_\_\_\_ Date 4.4.18  
 Nicholas Schifsky - 651.808.0952

Accepted By: \_\_\_\_\_ Date \_\_\_\_\_  
 (Bid must be signed and returned)

Due to the rising cost of asphalt oil fuel, we can only honor our quotes for 30 days. After 30 days bids/quotes are subject to our review and possible cost increase. Payment due upon completion.

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10/26



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PROPOSAL			
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Job:	Blacktop Parking Lot	Address:	
Location:	171 Elm Street, Lino Lakes, MN 55014	Phone:	651.395.1604
Addendums:	NA		
Date:	4.5.18	Email:	chuckk@saintjosephsparish.org
<b>We propose the following for the above referenced project:</b>			
	SY	Amount	
<i>Bituminous Mill Full Lot</i>	22,211	\$379,850.00	
Mobilization			
Mill 3" Depth To Gravel			
Add Class 5 Base As Needed			
Remove And Replace Front Sidewalk To Gain Proper Drainage			
Fine Grade Lot To Proper Drain And Contour			
Install 3" Compacted Mat Of (SPWEA240B) Bituminous			
Stripe Entire Lot			
		<b>Lump Sum Total = \$379,850.00</b>	
<b>Notes:</b>	Bid is based on SY listed above and provided plan. Not included in bid are permits, surveying, subgrade correction or excavation, removals, saw cutting, geotextile fabric, traffic control, and testing.		

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T.A. Schifsky & Sons, Inc. (Affirmative Action, Equal Opportunity Employer)

By: \_\_\_\_\_ Date 4.5.18  
 Nicholas Schifsky - 651.808.0952

Accepted By: \_\_\_\_\_ Date \_\_\_\_\_  
 (Bid must be signed and returned)

*Due to the rising cost of asphalt oil fuel, we can only honor our quotes for 30days. After 30 days bids/quotes are subject to our review and possible cost increase. Payment due upon completion.*  
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