

ELIZABETHTOWN CHURCH OF THE BRETHREN

RESOURCES COMMISSION MINUTES

February 3, 2020, 7pm at Elizabethtown Church of the Brethren Library

Present: Duane Hernley, Barbara Ellis, Kurt Sollenberger, Carroll Kreider, Pastor Greg Davidson Laszakovits. Absent: Rich Nornhold

1. Review of the Minutes of the January 11, 2020 Resources meeting.
Several changes to minutes were made.
2. Review final Leases and sign.
Leases to be submitted
3. Update on the work of the Safety/Security Team.
Tim Byerly has proposed Resources Commission call a grand meeting among all building occupants, organizations. Recognizing that ECCC and ECNS already have evacuation and emergency plans in place, Commission's primary concern is for Sunday morning.
Barbara will contact Tim and ask if he already has an evacuation plan and request a smaller meeting to get that in place for ECOB.
4. Review and discuss Green Team information
Commission agrees with sentiment reflected in "Green Team Project Proposal."
Duane will ask Karen to hold off on further plantings.
5. Facilities Manager Report - Amy Zimmerman
Amy sent email. See attached
Commission recommends getting rid of old mower (not fixing it)
Replace toilet that is leaking. Get quote for replacing all of the toilets lower level of Ed wing.
6. Resources Manual
Need one more change from Rich Nornhold, then Barbara will update
7. **OLD BUSINESS**
 - a. Discussion of the possibility of putting monitors in the Christian Ed/ECNS entrance and the Centennial Garden/ECCC entrance for purpose of welcoming and providing information to all who enter there.

Holding off for now

- b. Strategy for unlocking the building on Sunday morning and locking the building after services.

Greg will inquire with Andrea about CE doors being locked on Sunday. Greg will also check with office about sign on ramp door that says goo to portico.

- c. Clogged gutters and spouting.

Duane touching base with Amy about how clogged they were and recommended frequency of cleaning

- d. Remove of the old tires by the shed

Company in Lancaster will come pick them up. Duane connected.

- e. Needed upgrades to the Building Security System

Company has not responded to Amy

- f. Tech Team Formation progress

Duane and Greg touching base with Paula Burke for update.

9. NEW BUSINESS

- a. Pending Projects: Prioritize these and decide which we feel need to make sure happen this year.

Based on commission conversation Duane will re-prioritize and submit updated list.

- b. Update on Meeting with Elizabethtown College on Land Acquisition Possibilities
Carroll and Barry met with Jerry Silberman in January to present idea with drawings. We await word back from College.

- c. Any other new business

- Ehrlich upped service fee by \$4
- Defibrulators need to be replaced. **Barbara checking into possible grant. Duane checking with Pat Williams to see what exact issue is**
- Review of budget. Underspending so far.

- d. Request to install bluebird houses on church property

Duane will be in touch with Mr. Bender and ask him where he would recommend installation.

Next Resources Commission Meeting – 3/2/20 @ 7:00 p.m. Library

Respectfully Submitted, Greg Davidson Laszakovits

AGENT FOR THE SELLER
PA. LICENSED BROKER

SUBAGENT FOR SELLER
PA. LICENSED BROKER

"A"

This Agreement, this 11 th day of August A.D. 19 97

1. PRINCIPALS (1-78) Between Elizabethtown Church of The Brethren

(residing at 777 South Mount Joy St.
Elizabethtown, Pa. Zip Code 17022) hereinafter called Seller,
and Atlantic Northeast District Office of The Church of The Brethren

(residing at 500 East Cedar Street
Elizabethtown, Pa. 17022 Zip Code _____) hereinafter called Buyer.

2. PROPERTY (7-90) Seller hereby agrees to sell and convey to Buyer, who hereby agrees to purchase:
ALL THAT CERTAIN lot or piece of ground with buildings and improvements thereon erected, if any, known as:
500 East Cedar ST. (Deed Reference # E-78-0033)

in the Borough of Elizabethtown
County of Lancaster State of Pa., Zip Code 17022
Zoning Classification Institutional

Failure of this Agreement to contain the zoning classification (except in cases where the property (and each parcel thereof, if subdividable) is zoned solely or primarily to permit single-family dwellings) shall render this Agreement voidable at the option of the Buyer, and, if voided, any deposits tendered by the Buyer shall be returned to the Buyer without any requirement for court action.

3. TERMS (3-85) (A) Purchase Price \$ 150,000.00
One Hundred Fifty Thousand and _____/100 Dollars
which shall be paid to the Seller by the Buyer as follows:

- (B) Cash or check at signing this Agreement: \$ 2,500.00
 - (C) Cash or check to be paid on or before: 19 \$ _____
 - (D) _____ \$ _____
 - (E) Cash or certified check at time of settlement: \$ 147,500.00
- TOTAL \$ 150,000.00

- (F) Written approval of Seller to be on or before: August 18, 19 97
- (G) Settlement to be made on or before: See 5(A) below 19 _____
- (H) Conveyance from Seller will be by fee simple deed of special warranty.
- (I) Transfer taxes will be paid: split equally by seller and buyer
- (J) Taxes will be apportioned pro-rata on a fiscal basis. Rents, water and sewer rents, lienable municipal services, interest on mortgage assumptions, condominium fees and homeowner association fees, if any, will be apportioned pro-rata at time of settlement.

4. MORTGAGE CONTINGENCY This sale is NOT contingent upon any mortgage financing unless otherwise provided by addendum.
5. SPECIAL CLAUSES

- A. Settlement to be made within 30 days after receiving all final zoning and subdivision approvals from appropriate governing authorities.
- B. Seller and Buyer agree the property is being sold in "As Is Condition"
- C. Seller shall subdivide the existing lot so that the Parsonage Parcel shall equal approximately 8 tenths of 1 acre.
- D. Expenses for zoning and subdivision approval shall be paid by the Seller.
- E. Seller shall have Right of First Refusal in the event Buyer chooses to sell the property in the future.
- F. Exterior physical modifications to the building or grounds must be approved by the Seller
- G. The attached Mortgage Contingency, Inspections Addendum, Sellers Property Disclosure, and Lead Based Paint Disclosure are all a part of this agreement.

Frank Rhodes

Elizabethtown Church of the Brethren
Special Council Meeting
August 3, 1997 12:00 PM

Moderator Jerry Garland began the meeting with devotions and prayer. There were approximately 70 members in attendance.

Herb Hockley, chair of the Resources Commission, moved that **Church Council approve the sale of the parsonage to the District as stipulated in the sales agreement (Exhibit "A").** Exhibits A, B, and C were explained and discussion followed. The motion was carried by a show of hands.

The meeting was adjourned at 12:35 PM.

Respectfully submitted,

Becky Eisenbise
Becky Eisenbise
Church Clerk

AA

**ELIZABETHTOWN CHURCH OF THE BRETHREN
FINANCIAL ANALYSIS RELATING TO POTENTIAL SALE OF PARSONAGE**

	SELL PARSONAGE		KEEP PARSONAGE	
	NET PROCEEDS FROM SALE		NET RENTAL INCOME	PARSONAGE
CURRENT VALUE:	\$140,000	\$145,000	\$7,620	\$150,000
ANNUAL GROWTH:	8.00%	8.00%	2.50%	1.75%
END YEAR				
1	\$143,580	\$148,980	\$7,620	\$152,625
2	\$147,256	\$153,088	\$7,811	\$155,296
3	\$151,031	\$157,329	\$8,006	\$158,014
4	\$154,907	\$161,710	\$8,206	\$160,779
5	\$158,889	\$166,235	\$8,411	\$163,592
10	\$180,490	\$191,285	\$9,516	\$178,417
15	\$205,269	\$221,130	\$10,767	\$194,584
20	\$233,802	\$257,107	\$12,182	\$212,217

Notes:
 1994-96 average annual net investment performance for Brethren Foundation Balanced Fund: 13.5%
 June 1997 YTD investment performance for Brethren Foundation Balanced Fund: 10%
 1992-96 average annual rate of appreciation for real estate: 1.4%

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	SELL PARSONAGE		KEEP PARSONAGE	
	NET PROCEEDS FROM SALE	NET RENTAL INCOME	NET RENTAL INCOME	PARSONAGE
CURRENT VALUE:	\$140,000	\$145,000	\$7,620	\$150,000
ANNUAL GROWTH:	10.00%	10.00%	2.50%	1.75%
END YEAR				
1	\$146,380	\$151,880	\$7,620	\$152,625
2	\$153,208	\$159,258	\$7,811	\$155,296
3	\$160,522	\$167,177	\$8,006	\$158,014
4	\$168,369	\$175,689	\$8,206	\$160,779
5	\$176,795	\$184,847	\$8,411	\$163,592
10	\$229,656	\$242,625	\$9,516	\$178,417
15	\$307,553	\$328,440	\$10,767	\$194,584
20	\$424,819	\$458,457	\$12,182	\$212,217

Notes:
 1994-96 average annual net investment performance for Brethren Foundation Balanced Fund: 13.5%
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Copy

Elizabethtown College

November 4, 1992

To: Members of the College Community

From: Dean Richard R. Crocker

**Procedures for the Use of the Elizabethtown Church of the Brethren
Parking Lot by Students and Staff of Elizabethtown College**

I am pleased to announced that the Elizabethtown Church of the Brethren and Elizabethtown College have signed an agreement that permits members of the College community to use 54 designated parking places in the church parking lot from Sundays at 6 p.m. to Fridays at 6 p.m. — effective Sunday, November 8, at 6 p.m.

The designed space that may be used for day or overnight parking are those marked by white lines at the eastern side of the parking lot, that is, those furthest from the backside of the church building.

These procedures for the use of the church parking area were reviewed by the Student Senate, the Campus Life Council, an Ad hoc student and administrative committee on parking issues, and the administration.

1. Students of junior and senior status, and faculty and staff are permitted to use designated spaces in the church parking lot during the daytime and for overnight vehicle parking.

2. The car of a student or faculty or staff member who parks in the church lot between 6 p.m. Friday and 6 p.m. Sunday will be towed to the Brown Parking Lot at the person's expense.

As a courtesy to students, staff, and neighbors, students in Myer, Royer and Schlosser residence halls are asked not to park on South Mount Joy Street from Cedar Street to College Avenue on weekdays between 8 a.m. and 5 p.m. and at no time on Orange Street or Cedar Street — to the west of South Mount Joy Street. Permit parking is now in effect on Plum Street between South Mount Joy Street and Spruce Street.

Students who do not use their cars on a daily basis are asked to park their cars in College lots or, if permitted, in the church lot rather than on borough streets.

Freshmen and sophomores are reminded that they are required to park in the Brown Parking Lot, under College parking regulations.

All students, regardless of where they live on campus, are asked not to park on Sunday mornings adjacent to the Church of the Brethren along South Mount Joy Street and Cedar Street as a courtesy to members of the church.

**Agreement
between
The Church of the Brethren of Elizabethtown
and
Elizabethtown College**

1. Parking

The Church grants the College permission to use 54 parking spaces on the east side of the parking lot, with the understanding that such use will not interfere with the Church's need for parking for weddings, funerals, special occasions, and Sunday morning services.

The parking lot will not be used by the College from Friday at 6 p.m. to Sunday at 6 p.m..

In exchange for the permission to use the parking lot, the College agrees to:

1. remove snow from the parking lot.
2. install appropriate lighting on existing poles at the eastern side of the parking lot.
3. share in the expense of periodically sealing and lining the parking lot.

(Note: when the lot is lined, the spaces for the Church will be white and those for the College will be yellow to conform with the color pattern used on the campus.)

4. have Public Safety officers of the College daily patrol the parking lot to make sure College cars are parked in the proper areas and that the lot is vacant of College cars by 6 p.m. on Fridays.

The College grants the Church permission to have members park cars in the Myer Hall parking lot off Cedar Street on Sunday mornings.

The College will discourage students from parking on South Mount Joy Street in front of the Church or on Cedar Street adjacent to the Church on Sunday mornings, or during funerals or other special occasions at the Church.

2. Organ

The Church grants permission for music students of the College to use the Church organ at times that do not interfere with the programs of the Church. The College will reimburse the Church on an annual basis for this use of the organ at a rate of \$5.00 an hour.

3. Sanctuary and Fellowship Hall

The Church grants permission to the College to use the Sanctuary and Fellowship Hall for special occasions, with prior scheduling and arrangements. Such occasions might include religious services, baccalaureate services, and musical events. The College will be responsible for arranging an area for an event, and for the costs of preparing the area for use and for cleaning the area following the event. No rental charge will be assessed.

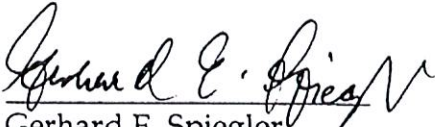
4. College Facilities

The College grants permission to the Church to use College facilities for special occasions, with prior scheduling and arrangements. Such occasions might include dinners, conferences and meetings, youth events, and athletic competitions. The Church will be responsible, in consultation with the Office of Conference Services at the College, for arranging an area for an event, and for the costs of preparing the area for use and for cleaning the area following the event. No rental charge will be assessed.

5. Security

The College will provide daily security checks of Church property, including Church building doors during the nighttime and the parking lot during the daytime and at night.

Barry Hoffer
Chairperson, Resources Committee
For the Church


Gerhard E. Spiegler
President
For the College

November 1992

RE: COMMERCIAL PEST GENERAL MAINTENANCE SERVICE

Dear Valued Customer:

Having you as a customer is very important to us and we truly appreciate your patronage.

Our top priority is to continually improve our service to you so that you remain a satisfied customer. Due to recent increases in our costs, to continue to be able to achieve this goal, we must adjust our price to you.

Effective February, 2020 the price for our service to you will increase by \$4.00/Service. This will be reflected on your next invoice.

Thank you again for the opportunity to be of service to you.

If you have any questions, please do not hesitate to contact us.

ECOB RESOURCES PENDING PROJECTS 11/24/2019

1. Work with the Hospitality Committee to implement changes which make our building a more welcoming place
2. Develop a policy for accepting gifts of personal property or donations for the purchase of specific items.
3. Work with the Safety Committee to enhance safety and security of the church building and property.
4. Dealing with current maintenance issues that may need attention vs. waiting for major building improvements to be made that will solve these problems. Examples include office air conditioning, hot water in the kitchen and other areas of the building.
5. Balancing the air conditioning air flow in the sanctuary.
6. Installation of monitors in the nursery? and at the Christian Ed building and ECCC entrances.
7. Possible changes to the spouting on the sanctuary roof to direct downspouts away from flat roofs of the east end stair towers.
8. Flooring and air flow in ECCC Infant and Toddler Rooms.
9. **Preparation of a Resources Manual**
10. Improve Internet access in all areas of the building.
11. Get all tenant rent letters sent out on a timely basis
12. Update ECNS and ECCC leases.
13. Repair of lawn areas where stumps were removed and tires dug out.
14. Get gutters cleaned.
15. Options for Sunday opening and closing.
16. Removal of old tires piled beside the shed.
17. Loose tile in ECCC office.
18. Removal of dead trees along Mount Joy Street and on the South and East sides of the property.
19. Alternatives of current key cards used to enter the building.
20. Enhance security through installing additional interior and exterior cameras, an upgraded system for storing information from cameras and electronic locks and making it more accessible and an intercom system that reaches all areas of the building and the perimeter of the exterior of the building.
21. Status of the Oak tree at the corner of Mount Joy street and the driveway.

From: Amy Zimmerman amy@etowncob.org
Subject: Re: next meeting
Date: Feb 3, 2020 at 11:22:18 AM
To: Duane Hernley dlh106@yahoo.com

Hi Everyone!

I started organizing the attic. The church donated old sound equipment to susquehanna stage company and little kids chairs that were no longer used to MCC Thrift Shops. There are more items that will be donated and then I can start organizing all the paper work. I took out about 20 empty boxes. These were just thrown in empty spots. I want to start having people let me know what they are putting into storage and if it is really going to get used or could go somewhere else.

All the lawn equipment has been serviced.

I do have a question about the cub cadet. I was told the engine was burnt up. It is currently at my dad's shop. I told him not to do anything to it until I talk to you all. Do you want to have it fixed or something else done with it? I don't have any prices for having it fixed as of yet.

I'm still in almost daily Communication with the cleaning company. The cleaning could be better and trying to get it to a good level.

The one toilet in between room 6 & 8 needs to be replaced. I have changed parts in it and it just keeps running. This brand of toilet isn't made anymore and we can't get the correct parts for it. I would like to put a new one in. This is a little kids toilet. I have just been turning the water off. If you pull up on the float it stops running, but who wants to reach in the tank every time it is flushed.

I'm working on a plan for the summer. I have some ideas for how everything will work, but want to have a complete plan before giving Random thoughts.

I haven't gotten anything about the security system. Will contact them again. I was also thinking about going over to the college and talking to them about

their system. To compare what they have.

I believe this is everything that is going on at the church!

Thanks!

Amy

Sent from my iPhone

On Feb 2, 2020, at 11:02 AM, Duane Hernley <dlh106@yahoo.com> wrote:

Amy,

Do you have a report for tomorrow nights meeting? Also did Siemens ever respond back with any security upgrade options and prices? It would be nice to have something for tomorrow's meeting. Thanks

Duane Hernley

Sent from my iPhone

On Jan 22, 2020, at 10:09 AM, Amy Zimmerman <amy@etowncob.org> wrote:

Hi Duane,

The February is on Cora and Jack's birthday. I won't be able to make this meeting. I can send you a report of what I have been doing.

Thanks,

Amy

Green Team of Elizabethtown COB | Project Proposal

Goals: To offer practical solutions for energy efficiency, waste reduction, water conservation, and landscaping designed to minimize rainwater runoff and maximize the benefits to wildlife. We are mindful of the goals shared by many communities across this country to eliminate greenhouse gas emissions by 2030.

Short-term Goals

- Purchase 100% renewable electricity
- Clean with biodegradable, non-toxic cleaning supplies
 - Look for certifications such as EPA Safer Choice, Green Seal, Cradle to Cradle, USDA Biobased, EcoLogo
 - Notable brands include Seventh Generation, Method, Clorox GreenWorks
- Avoid single-use plastics and Styrofoam
 - Use durable dishware for church events, staff events with volunteers for clean-up
- Use 100% recycled-content paper products, including toilet paper, paper towels, cups, plates, etc. If recycled-content is unavailable, look for Rainforest Alliance for FSC-certified products
- Maximize recycling efforts
 - Place recycling bins next to each garbage can or at least in heavily trafficked areas
 - Post recycling information on/above recycling bins

Long-term and Building/Remodeling Goals

- Purchase carbon offsets for non-electricity energy use *OR* switch to electric heating systems (e.g., ground-source or air-source heat pumps which can be used for heating and cooling) which are powered by 100% renewable electricity
- Install and properly set programmable thermostats
- Install high-efficiency toilets (dual flush, 1.28 gallon/flush or similar)
- Purchase energy efficient appliances (hot water heater, stoves/ovens, refrigeration, etc.)
- When remodeling, look for building supplies sourced from renewable forests or use engineered products
- Install insulation >R23 in walls and > R49 in roof
- Install new windows with U-factor of .30 or lower
- Install a roof with 50 year or greater warranty
- Design the parking lot to minimize run-off: permeable pavers, rain gardens, etc
- Minimize expansion of existing parking lot: seek alternative parking arrangements from college
- Purchase furnishings, flooring, etc. made from recycled products where possible

Grounds:

- Continue policy of not fertilizing or using pesticides/herbicides on lawn and plantings
- Minimize mowing: consider planting lawn with grass species that don't grow tall
- Allow some areas to go natural (e.g. buffer along stream, which should be widened)
- Allow a hedge row buffer on south side of property
- Select native trees/shrubs/forbs for new plantings