

FACILITIES SERVICES MEETING MINUTES

Facilities Services Conference Room

Monday, August 22, 2022

No meeting today

Kevin Cloos

- Thank you to everyone for another great move-in weekend and the extra effort to prepare the campus and the clean-up from many projects
- Facilities Services office hours are now 8:00 a.m. to 4:30 p.m., Monday – Friday for the semester
- Remind all staff that fire doors must remain closed and never propped open
- Tabone Construction will install new landscape plantings at the new patio area at Fenton Hall and will install topsoil along a few areas of new sidewalk
- White Terrace will complete a few items at the Williams Center and will install a modular work station at Fenton 2121

Mark Delcamp

- Pucci's completed the new flooring installation at Steele Hall. There are transitions that need installed and one tile that needs repaired which will be scheduled at a later date. The stair treads were also installed but need some additional work to be completed
- GP Flooring completed their flooring installations at the townhouses, Mason Hall practice rooms, Alumni Hall dock entrance on Tuesday last week. LVT work in Thompson Hall cafe will be scheduled for a later date once the materials arrive
- Colvin Draperies completed their repairs of the window shade clutches at the townhouses. They are also working to complete repairs in RAC and install blinds in Mason
- Working with a small team to initiate the installation of the Remembrance Garden near Lot 7
- Building Inspections will be returning for the Fall semester and are slated to begin on September 6th
- Special thanks to all of the staff who worked to prepare the campus for move in weekend. Everything went very smoothly thanks to your dedicated efforts!!

Orion Purslow:

- Worked move in without too many electrical issues on campus
- Finished up some loose ends in the Blue Den and Blue Lounge
- Working on work orders and PM's

Tim Lillie

- I am leaving at 10:00 on Friday morning and then will be off through 9/5/22
- Rich is off next week
- We are still working on changing out the bulbs in Reed
- We are working on washing windows at Houghton
- We are returning many tables and chairs that were delivered this past week for move-in events
- We have several transfers and office moves scheduled this week again
- We are moving furniture around at WC again this morning
- We are prepping for the All Campus Party this week

Tim Bentham

- Working with Facilities Planning on capital projects
- Working with JCI/Tyco on cameras and card access projects on campus
- Chautauqua Mechanical completed the washer/dryer plumbing at the Townhouse Village Center. Our plumbing staff installed the new washer and dryer
- Working on replacing the air conditioning units for Facilities Planning
- Working on future DIFR and MCM projects

Rich Newton

- Grounds is working on cleanup of beds, mowing, and preparation for upcoming events
- A batch of new engraved bricks are being installed at the William's Center patio walkway
- Ground is being broken on the campus remembrance garden

Nelson White

- The leak at the Marion Art Gallery has been fixed
- We will be servicing the drinking fountains in RAC in the next couple of working days
- Installation of the new washer and dryer set has Village Center has been completed
- We will be starting hot water tank PM work campus wide as time permits
- Working on work orders as they come in

Jim Kuras

- Working with Huber on classroom security hardware
- Working on door, lock issues and key requests
- Various requests in RAC
- Installing new campus banners on light poles
- Roof PM's
- Various campus work orders

Gary Hardy

- The ice rink is up and running
- Repairing a leak and a short on a walk-in cooler for the Commissary
- One circuit is down on Houghton Chiller again. JCI came out to evaluate and compressor #2 is bad. They have ordered another compressor and are looking into the cause of this compressor failure to see if it is related to the other ones
- The Rockefeller generator has been repaired, but the switchgear will now not transfer back to utility power. They still need to come back to follow up. We are still waiting on batteries for the switchgear
- The RAC Addition generator has a bad head gasket and needs to be replaced. Cummins will be doing this when it comes in. As of 7/25/22 the gaskets are still on backorder. The generator is still operable at this time
- Working on PM's and work orders as they come in

Campus Calendar 2022	
9/5	Labor Day (no classes)
10/6-10/7	Fall Break (no classes)
11/21-11/25	Thanksgiving Break
12/9	Last Day of Classes
12/12-12/16	Final Exams
1/19/23	All Campus Meeting

Building Inspection Schedule			
Tuesday	9/6	1:15 pm	Alumni & Nixon
Wednesday	9/7	11 am	Houghton & Science Center
Tuesday	9/13	1:15 pm	Schulz & Hemingway
Wednesday	9/14	11 am	LoGrasso
<i>The building that is listed first on the schedule each day is where the inspection will begin. Meet in the main office area of all buildings</i>			

Custodial Supervisor Schedule for 8/22-8/28								
	#	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Tim Lillie	65	8 a-4:30 p	8 a-4:30 p	8 a-4:30 p	8 a-4:30 p	8 a-10 a	Off	Off
Darlene Miller	51	6 a-2:30 p	6 a-2:30 p	6 a-2:30 p	6 a-2:30 p	6 a-2:30 p	Off	Off
Art Franklin	43	7 a-3:30 p	7 a-3:30 p	7 a-3:30 p	7 a-3:30 p	7 a-3:30 p	Off	Off
Nick Valentine	32	3:30 p-12 a	3:30 p-12 a	3:30 p-12 a	3:30 p-12 a	3:30 p-12 a	Off	Off
Rich Logan	62	3 p-12:30 a	3 p-12:30 a	3 p-12:30 a	3 p-12:30 a	3 p-12:30 a	Off	Off

Heating Services Schedule for 8/22-8/28							
Shift	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1st 7 am-3:30 pm	G. Hardy G. Tucker S. Carutis	G. Hardy G. Tucker H. Farner S. Carutis R. Linnechke	G. Hardy G. Tucker H. Farner S. Carutis R. Linnechke	G. Hardy G. Tucker H. Farner S. Carutis R. Linnechke	G. Hardy H. Farner S. Carutis R. Linnechke	H. Farner R. Linnechke	G. Tucker
2nd 3 pm-11:30 pm	D. Halas	D. Halas M. Hill	D. Halas M. Hill	D. Halas M. Hill	M. Hill	M. Hill	D. Halas
3rd 11 pm-7:30 am	K. Szklenski A. Jagow	K. Szklenski A. Jagow	K. Szklenski A. Jagow	K. Szklenski	K. Szklenski	A. Jagow	A. Jagow

Residence Director Staff			
Residence Hall	RD	Office	Apt.
Alumni	Kayla Makosiez	4056	4057
Chautauqua	Donna Good	4058	4059
Disney	Luca Vukelic	4060	4061
Eisenhower	Autumn Hobel-Furrer	4062	4063
Gregory	Jacob Steinhoff	None	None
Grissom	Kyle Piscitelli	4065	4066
Hemingway	Adrian Vega Bautista	4067	4068
Kasling	Natalie Rivera	4073	4074
McGinnies	Ronny Nissen	4054	4055
Nixon	Heather Williams	4075	4076
Schulz	Grace Breen	4077	4078
University Commons	Jacob Steinhoff	4081	4082
University Village	Jill Swanson	4981	4084

Residence Hall Coverage Schedule		
Monday, 8/22 from 9 am through Monday, 8/28 at 9 am	Donna Good	679-8524
Friday, 8/26 from 5 pm through Monday, 8/28 at 9 am	Autumn Hobel-Furrer	673-5024

Anniversaries—Thank you and Happy Anniversary!!

Sue Lucas will be starting her 13th year
Mark Delcamp will be starting his 17th year

cc:
Facilities Services Staff
Judy Langworthy
Katharine Bixby
Brent Isaacson
Ken Schmitz

Geoffrey Braun
Kathy Forster
Eric Hadley
Scott Martin
Brian Studley

Naomi Baldwin
Markus Kessler
Marc Levy
Jerry Fisk

Sarah Laurie
Betty Gossett
Ben Miller
Don Scott
Aaron Parkhurst

Kevin Hahn
Michael Metzger
Mark Suida
David Starrett