

FACILITIES SERVICES MEETING MINUTES

Facilities Services Conference Room

Monday, September 12, 2022

Kevin Cloos, Director	Rich Newton, Grounds Supervisor
Mark Delcamp, Assistant Director	Jim Kuras, Structural Supervisor
Orion Purslow, Electrical Supervisor	Nelson White, Plumbing Supervisor
Tim Lillie, Head Janitor	Gary Hardy, PUE II
Randy Grant, PUE I	Shannon McKoon, Office Assistant II

Kevin Cloos

- Thank you to everyone for preparing the campus for Inauguration
- Lot 13 adjacent to Jewett Hall will be closed on Tuesday, 9/13 during the day
- I will be out of the office on Tuesday, 9/13
- Please remind the staff to carry their assigned Two-Way Radio

Mark Delcamp

- Dr. Kolison's inauguration was a success. Many thanks to all of those who helped prepare for it
- Steele Hall glass block stair treads need to be removed and new ones will be installed. This is likely to happen over Fall break
- Thompson Hall cafe flooring project continues to be delayed. GP Flooring is waiting on materials to arrive
- I met with Pucci's last Friday to review the need for blinds in several spaces at the Williams Center Campus Life office suite
- Building Inspections this week are: Tuesday-Schulz/Hemingway and Wednesday-LoGrasso Hall
- I will be out of the office at 11 a.m. today

Orion Purslow:

- Working with MLP and will wire up humidifier this week
- Working on some minor fire alarm issues with JCI
- Working on work orders and PM's

Tim Lillie:

- Art is back today
- Staff started washing the Williams Center wall until it started raining
- Will be starting the Thompson moves
- Window washing at Houghton is almost done

Randy Grant

- Worked on lock issues at University Commons residential section last week
- Working on scheduling issues
- There have been issues with the Heating Services phone with texting since the change over

Tim Bentham

- Working with Facilities Planning on capital projects
- Working with JCI/Tyco on cameras and card access projects on campus
- Ahlstrom Schaeffer is scheduled to pull the new panel feeder in RAC on 9/14
- Ahlstrom Schaeffer is scheduled to start the DATA Improvements Project at the Lanford House
- Working on future DIFR and MCM projects

Rich Newton

- Working on mowing as weather permits. Recent rains have caused an increase in growth
- Athletic fields are being utilized now so we will be focusing extra staff to assist with general maintenance and game preparation
- Working on weeding of beds and planting of the mums that were purchased for decoration for the President's inauguration to add a bit of color to the campus through the Fall
- I will be off Thursday and Friday, and the later part of Wednesday afternoon out of town with the family. Gerald Polvino will be taking calls in my absence

Nelson White

- Working on work orders and PM's as they come in

Jim Kuras

- Starting work in E230 Thompson this week
- Working on many key requests and door issues
- Continue working with Huber on the ELDH project
- Working in 262 RAC this week
- Installing new ceiling tile in the long hallway at Reed
- Installing a TV in the Mason Recording Studio
- Working on various work orders

Gary Hardy

- DOL will be inspecting boilers on campus Tuesday, September 13th
- Still waiting for JCI to replace chiller compressor at Houghton Hall
- Supply fan speed drive is bad at the Incubator. Electricians are working on replacing it
- Working on replacing seals on Andrews Complex heating pumps the parts are in
- I will be off on Thursday
- 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 8/31/22 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	
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
1/19 & 1/21	Move In

Building Inspection Schedule			
Tuesday	9/13	1:15 pm	Schulz & Hemingway
Wednesday	9/14	11 am	LoGrasso
Tuesday	9/20	1:15 pm	Kasling & Grissom
Wednesday	9/21	10 am	RAC
<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 9/12-9/18								
	#	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-4:30 p	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-11:30 p	3 p-11:30 p	3 p-11:30 p	3 p-11:30 p	3 p-11:30 p	Off	Off

Custodial Weekend Coverage Friday, 9/16 – Sunday, 9/18				
Friday	Athletics	6 pm-2:30 am	Derek Case	16-03
Saturday	Athletics & WC	6 am-2:30 pm	Richelle Steward	16-06
	Mason	6 am-2:30 pm	Missy Mt. Pleasant	02-04
	RAC & Athletics	6 am-2:30 pm	Pete Privitere	04-04
	Houghton & SC	8 am-2 pm		
	UC & WC	3:30 pm-12 am	Dan Schrader	74-03
	Athletics & Mason	6 pm-2:30 am	Derek Case	16-03
Sunday	RAC & Athletics	6 am-2:30 pm	Candy Nolan	17-03
	Mason & WC	7 am-12 pm		
	RAC & Athletics	2 pm-7 pm		
Residence Halls				
Sunday	Alumni	7 am-1 pm		
	Nixon	7 am-1 pm		
	Disney	7 am-3:30 pm	Elly Irizarry	24-02
	Eisenhower	7 am-3:30 pm	Carmen Vazquez-Ruiz	24-03
	Gregory	7 am-3:30 pm	Jessica Brown	06-02
	Schulz	7 am-3:30 pm	Elizabeth Meadows	33-02
	Grissom	7 am-3:30 pm	Zach Schober	35-02
	Hendrix/Floater	7 am-3:30 pm	Fred Babar	35-01
	Trash: Hemingway, Kasling, Chautauqua & McGinnies	7 am-12 pm		

Heating Services Schedule for 9/12-9/18

Shift	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1st 7 am-3:30 pm	G. Hardy G. Tucker	G. Hardy G. Tucker H. Farner R. Linnechke	G. Hardy G. Tucker H. Farner R. Linnechke	G. Hardy G. Tucker H. Farner R. Linnechke	G. Hardy H. Farner 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, 9/12 from 9 am through Monday, 9/18 at 9 am	Jake Steinhoff	679-8524
Friday, 9/16 from 5 pm through Monday, 9/18 at 9 am	Luca Vukelic	673-5024

Anniversaries—Thank you and Happy Anniversary!!

Steve Kosierb will be starting his 13 th year	Carmen Vazquez-Ruiz will be starting her 8 th year
Josue Roman will be starting his 8 th year	Melanie Mazur will be starting her 6 th year
Keshia Seavy will be starting her 6 th year	Kim Burlison will be starting her 6 th year
Robert Bajdas will be starting his 4 th year	Ryan Linnechke will be starting his 2 nd year
Jackie Hill will be starting her 2 nd 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