

FACILITIES SERVICES MEETING MINUTES

Facilities Services Conference Room

Monday, January 14, 2019

Kevin Cloos, Director Michael Metzger, VP of Finance & Administration Tim Lillie, Head Janitor Tim Bentham, Assistant Director Rich Newton, Grounds Supervisor	Steve Peterson, Plumbing Supervisor Gary Hardy, PUE II Bob Lawson, Assistant Director Shannon McKoon, Office Assistant
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Next Meeting: Monday, January 28, 2019 @ 9:45 a.m.

Kevin Cloos

- Please encourage staff to attend the General Campus Meeting on Friday, 1/18 at 9:00 a.m. at Rosch Recital Hall
- D&S Glass will complete the metal trim work at the new exterior doors at Steele Hall upper level connecting hallway to Dods Hall on 1/17
- DCL will complete the signage project punch list at RAC on 1/17
- I will be out of the office on Thursday, 1/17
- There will be limited trades and custodial staff working on Monday, 1/21, MLK Holiday
- The next staff meeting is on Monday, 1/28

****View this website to see the current list of daily events scheduled on the campus: ****

<https://events.fredonia.edu/>

Orion Purslow (absent)

- Laundry room WAP and UC Wireless Access Points are complete
- Electrical done for screen in the MPR
- Work continues on Mass Notification in Maytum
- Work orders and PM's continue
- Working on Fire Alarm issues in RAC

Tim Lillie

- Continue to work on the McEwen floor Project
- Finish the LVT floor tonight
- We have 3 new staff members starting on Thursday. They will train with me for 2 days then will go to their assigned areas

Tim Bentham

- RABE completed the Disney Domestic hot water tank replacement. Alleghany insulation will complete the insulation of the new tank.
- J & S Mechanical completed the installation of the new heat exchanger for the domestic hot water boiler in Alumni Hall.
- MLP Mechanical will be installing the new Liebert unit in the Science Center basement DATA room.

- Continue working with Facilities Planning on the metering projects.
- Continue working with Facilities Planning on Houghton Hall temporary heating system controls.
- Addressing heating issues on campus

Rich Newton

- Cleaning up leaves and working on tree trimming
- Prepared for the upcoming weather

Jim Kuras (absent)

- Finishing 248 Chautauqua showers
- Finishing showers in Gregory 400 and 500 Houses
- 1001 Mason will be completed this week
- Patch and paint office in E230 Thompson
- Patching and painting the RA Office in Hendrix
- Working on last minute requests before the students return
- Still working on numerous key requests

Steve Peterson

- The Jewett backflow has been replaced
- The expansion tanks are done
- The base for the 208 Disney shower has been ordered
- May have a problem with the main as regular in Thompson again
- Working on hot water PM's, work orders and eyewash stations
- Checking on potential gas smell on the kiln
- Working on the 248 Chautauqua showers

Gary Hardy

- We will be changing evaporator out in cooler #1 in Commissary Should be finished today or tomorrow.
- Cleaning ice machines on campus over break for FSA
- Boiler #2 Thompson Hall has a section leaking. Needs pulled apart to determine location of leak.
- Boiler #1 Thompson Hall has an intermittent Air Fuel Valve Control issue. Repair part is on order.
- Working on PM's and WO's as they come in

Bob Lawson

- MLP Plumbing & Mechanical is making significant progress with the air-conditioning project in Mason 1001. Expect to have most of the classroom work completed this week
- Working on organizing the upstairs EMS office

Campus Calendar	
1/18	All Campus Meeting
1/20	Residence Halls Open
1/22	New Student Orientation
1/23	First day of classes
2/14	Professional Development Day
3/11-3/15	Spring Break

Custodial Supervisor Schedule for 1/7-1/13								
	#	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-9 a	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-9 a	Off	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	11 p-7:30 a	11 p-7:30 a	11 p-7:30 a	11 p-7:30 a	Off	Off	11 p-7:30 a

Custodial Weekend Coverage Friday, 1/11-Sunday, 1/13				
Athletics	Friday	6 pm-2:30 am	Edwin Garcia	16-03
	Saturday	6 am-2:30 pm	Keshia McCloskey	16-06
		2 pm-6 pm	Kitty Pencek	12-02
		6 pm-10 pm	Jeff Deering	83-02
	6 pm-2:30 am	Edwin Garcia	16-03	
	Sunday	7 am-1 pm	Silverio Burgos, Jr.	61-02
Mason & WC	Saturday	7 am-11 am	Elizabeth Goblirsch	74-01
		2 pm-6 pm	Juliana Krauter	33-02
	Sunday	7 am-11 am	Scott Pagano	20-01
Weekend Trash Pickup	Sunday	9 am-2 pm	Phil Collier, Bob Jank, Robert Rivera, Iris Rosa & Bob DeGolier	

Custodial Coverage for Martin Luther King, Jr. Day Monday, 1/21		
7 am-12 pm		
Athletics & RAC	Barb Barreca	02-02
Mason & Jewett	Sue Michalak	08-02
Thompson, Fenton, Maytum & Reed	Darlene Miller	51-01
UC & WC	Hector Figueroa	06-01
Alumni, Nixon & Science Center	Nick Valentine	32
Andrews Complex	Linda Nixon	35-01
Gregory, Chautauqua & McGinnies	Rich Logan	62
Kirkland Complex	Kitty Pencek	12-02
1 pm-6 pm		
Athletics & RAC	Steve Peters	57-01
Mason & Jewett	Elizabeth Goblirsch	74-01
UC & WC	Juliana Krauter	30-01

Heating Services Schedule for 1/14-1/20							
Shift	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1st 7 am-3:30 pm	G. Hardy G. Tucker S. Carutis R. Grant	G. Hardy G. Tucker H. Farner K. Watrous S. Carutis R. Grant	G. Hardy G. Tucker H. Farner K. Watrous S. Carutis R. Grant	G. Hardy G. Tucker H. Farner K. Watrous S. Carutis R. Grant	G. Hardy H. Farner K. Watrous S. Carutis R. Grant	H. Farner K. Watrous	G. Tucker
2nd 3 pm-11:30 pm	D. Halas	D. Halas J. Evans	D. Halas J. Evans	D. Halas J. Evans	J. Evans	J. Evans	D. Halas
3rd 11 pm-7:30 am	TBD	K. Szklenski	K. Szklenski	K. Szklenski	K. Szklenski	K. Szklenski	TBD

Residence Director Staff-Fall 2018				
Residence Hall	Area	RD	Apt.	Office
Alumni	A	Tracy Halloran	3262	3261
Chautauqua	A	Jalen Wright	3412	3411
Disney	B	Kyle Piscitelli	3516	3515
Eisenhower	B	Jacquelynn Akins	3518	3517
Gregory	A	Kara Corlett	N/A	3491
Grissom	B	Joanna Kaufman	3512	3511
Hemingway	B	Jill Swanson	3566	3565
Igoe	B	Patrick Toscano	3562	3561
Kasling	B	Amanda Scranton	3514	3513
McGinnies	A	Kaitlyn Piatek	3352	3351
Nixon	A	Adrienne Sader	3432	3431
Schulz	B	Pilar Nelson	3564	3563
University Commons	A	Kara Corlett	3679	3678
University Village	A	Dan Goodwin	4981	4982

Residence Hall Coverage Schedule		
Monday, 1/14 from 9 am through Monday, 1/21 at 9 am	Areas A & B Kara Corlett	679-8524

Anniversaries—Thank you and Happy Anniversary!!	
Wayne Seabolt will be starting his 18 th year	Joel Rivera will be starting his 2 nd year

Thought for the week: *“Be so good they can’t ignore you.”*
 -- Steve Martin

cc:
 Facilities Services Staff
 Paul Agle
 Judy Langworthy
 Katharine Bixby
 Kevin Kearns
 Don Scott

Geoffrey Braun
 Ann Burns
 Kathy Forster
 Eric Hadley
 Scott Martin
 Brian Studley

Virginia Horvath
 Cedric Howard
 Markus Kessler
 Michael Lemieux
 Marc Levy
 Ralph Blasting

Christine Givner
 Sarah Laurie
 Denise Szalkowski
 Betty Gossett
 Ben Miller
 Mark Kinney

Stephen Rieks
 Aaron Parkhurst
 Kevin Hahn
 Michael Metzger
 Jerry Fisk