

# FACILITIES SERVICES MEETING MINUTES

Facilities Services Conference Room

Monday, April 8, 2019

Kevin Cloos, Director Michael Metzger, VP of Finance and Administration Mark Delcamp, Assistant Director Orion Purslow, Electrical Supervisor Tim Lillie, Head Janitor	Tim Bentham, Assistant Director Jim Kuras, Structural Supervisor Steve Peterson, Plumbing Supervisor Gary Hardy, PUE II
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**Next Meeting: Monday, April 29, 2019 @ 9:45 a.m.**

## **Kevin Cloos**

- Lot 7 section closer to University Parkway will be closed on Friday, 4/12
- Lot 10 adjacent to Dods Hall be closed on Saturday, 4/13
- Lot 13 adjacent to Jewett Hall be closed on Saturday, 4/13
- The outdoor event, Soulstice Jam, is Saturday, 4/13 at Dods Grove
- The Annual Easter Egg Hunt is Sunday, 4/14 at the front lawn at the Lanford House
- The outdoor event, Lend a Paw for Autism, is Sunday, 4/14 at the Amphitheater
- Comfort Pest Control will apply an exterior perimeter treatment for insects on 4/16 and 4/17 (pending the weather)
  - Residence Halls (all buildings)
  - Town Houses (all buildings)
  - Lanford House
  - Foundation House
  - Incubator
- The one-way road at the front of Steele Hall near the tennis courts will be closed on Thursday, 4/25 for the Food Truck Event
- The senior class Chiavetta's chicken barbeque is Friday, 4/26 near the Williams Center
- The outdoor event, 5K for Frederichs Ataxia, is Saturday, 4/27 on campus sidewalks
- The outdoor event, Spring Fest, is Sunday, 4/28 at the Amphitheater
- The outdoor event, El Carnaval, is Sunday, 4/28 at Dods Grove
- The Fredonia Opera House 5k run is Sunday, 4/28, they will use part of the campus
- The Annual Facilities Services Department meeting is scheduled for Wednesday, May 22<sup>nd</sup> at Jewett Hall 101 from 8:30 a.m. to 10:30 a.m.
- I will be out of the office 4/13/2019 through 4/28/2019
- The next staff meeting is on 4/29/2019

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

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

### **Mark Delcamp**

- We have initiated a review to replace our existing towels to save some money. We are currently reviewing sample towels from Chudy Paper and are expecting samples from CORR and Dobmeier to review as well
- We are working to schedule phase 3 of our foam soap replacement, the next buildings to get new product will be the Williams Center, Fenton, Reed and McEwen
- Building Inspections this week are at: Tuesday-Disney and Eisenhower, Wednesday- Lanford House and Fenton

### **Orion Purslow**

- Work has been completed for the four cameras and 22 wireless access points in the field house.
- CO sensors in the town houses will be completed today.
- Will be starting to work on parking lots 2,3,4, and 5 changing to new led lights
- Working on work orders and PM's

### **Tim Lillie**

- Several equipment transfers this week
- Easter egg hunt is this Sunday. Will be pre-staging the tables and chairs later this week.
- Abating a few fire code violations from last week's inspections

### **Tim Bentham**

- The installation of the mass notification system in Maytum is complete. We have tentatively scheduled the testing of the system on April 17th
- Clean Water Mechanical has completed the installation of the new Aerco domestic hot water heater in Erie Dining Hall. Also has completed the repair of two more cast iron drain lines that were leaking. The two existing AERCO boilers have been removed and disposed of
- J&S Mechanical has completed the repair of the domestic boiler and replacing the expansion tank at Igoe Hall
- J&S has completed the start up on the new AERCO boiler in Erie Dining Hall
- MLP Mechanical is near completion of the new air handler in Mason 1001. We will complete the remaining testing and balancing when we have chilled water available
- Addressing heating and cooling issues on campus

### **Rich Newton**

- Staff is working on cleaning up lawn and bed areas that have leaves and sticks
- Set up for various outdoor events
- Working on stone areas at the edge of Ring Road
- Out of the office Friday afternoon for an appointment

**Jim Kuras**

- Fire inspection work orders
- Painting doors in RAC
- Roof PM's and Townhouse siding as weather permits
- Repairing floor tile around the Bob Steele room and the Wall of Fame
- Patching and painting suite ceilings in Hemingway Hall
- Various campus work orders

**Steve Peterson**

- Planning to start up the Williams Center fountain and Japanese Garden by the end of the month
- Replacing lap pool pump
- RAC-still waiting for parts to change over the water closets to manual flush
- Filters are ordered for the Science Center DI water
- Evaluating townhouse shower drain pans
- Track bathroom will be repaired this week
- Planning on filling the outside water irrigation systems by the end of the month
- Continue to work on townhouses issues
- Working on work orders, PM's and eyewash inspections

**Gary Hardy**

- Getting cooling systems online
- Working with MLP to drain chilled water system in Mason Hall for air handler project to cut in isolation valves and cap lines in order to maintain cooling for the summer in the south end of the building
- Working on overheating issues in the town houses
- Working on PM's and WO's as they come
- Still no coverage in heating plant on Sunday Monday over night to save overtime

Campus Calendar	
4/22	Travel Day
5/10	Last Day of Classes
5/13-5/17	Final Exams
5/18	Commencement
8/22	All Campus Meeting
8/23	Orientation & Registration

Building Inspection Schedule			
Tuesday	4/9	1:15 pm	Disney & Eisenhower
Wednesday	4/10	11 am	Lanford House & Fenton
Tuesday	4/16	11 am	Daycare & Maytum
Wednesday	4/17	1:15 pm	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 4/8-4/14								
	#	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	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, 4/12-Sunday, 4/14				
Athletics	Saturday	6 am-2:30 pm 5 pm-10 pm	Keshia McCloskey Kitty Pencek	16-06 12-02
	Sunday	7 am-11 am	Bob Jank	78-01
Mason & Williams Center	Saturday	7 am-1 pm 4 pm-10 pm	Mary Ann Wykstra Jeff Deering	33-01 83-02
	Sunday	7 am-1 pm 1 pm-7 pm	Jose Rosario Jorge Rosa	12-01 24-02
RAC	Saturday	7 am-1 pm 4 pm-10 pm	Elizabeth Goblirsch Phil Collier	74-01 09-01
	Sunday	1 pm-7 pm	Iris Rosa	05-01
University Commons	Saturday	3:30 pm-12 am	Dan Schrader	74-02
Weekend Trash Pick Up	Sunday	8 am-1 pm	Bob DeGolier, Hector Figueroa, Nick Valentine & Linda Nixon	

Heating Services Schedule for 4/8-4/14							
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		K. Szklenski	K. Szklenski	K. Szklenski	K. Szklenski	K. Szklenski	

Residence Director Staff-Spring 2019				
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
Hendrix	B	Bree-Ana Dukes	3568	3567
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, 4/8 from 9 am through Monday, 4/15 at 9 am	Areas A & B Tracy Halloran	679-8524
Friday, 4/12 from 5 pm through Monday, 4/15 at 9 am	Area B Joanna Kaufmann	673-5024

**Anniversaries—Thank you and Happy Anniversary!!**

Sue Michalak will be starting her 18<sup>th</sup> year

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  
Dan Goodwin