

# FACILITIES SERVICES MEETING MINUTES

Facilities Services Conference Room

Monday, May 4, 2020

*\*\*Meeting not held this week\*\**

## Kevin Cloos

- Thank you to everyone for the continued great work on campus

## Mark Delcamp

- No new updates

## Orion Purslow

- Working on work orders and PM's

## Tim Lillie

- Rosch stage sealing was completed last week
- Mattress and blind checks for the Res Halls will be completed today
- Darlene is off today
- We are working on removing the LoGrasso items that are not needed down there. We should be done tomorrow
- We are preparing Mason for the Air handling project and office move.
- Our portion of the Reed window replacement preparations is completed

## Tim Bentham

- Continue working on issues with the Campus Energy Metering project
- Continue working on MCM projects
- JCI/Simplex will install the new fire alarm panel in the Butler Building as soon as it arrives
- JCI/Simplex will be on site tomorrow to repair the fan shut down circuits at the Natatorium
- Working on repairing our sprinkler system deficiencies
- Working on installing washer and dryer in University Commons and Chautauqua Hall RD apartments
- Working with R.F. Peck to schedule the server upgrade to our Phoenix System at the Science Center
- Working on scheduling HVAC Equipment to unoccupied on campus to save energy. Some parking lot lights will be off as well to save energy
- Working with Trane Co. on the chiller repair at Maytum Hall
- Working on scheduling contractors at Reed Library for the HVAC Upgrade Project

## Rich Newton

- Heavy concentration on mowing, and weed whacking
- Lawn restoration when weather and schedule permits
- Portion of Lot 13 closest to the Williams Center will be blocked off next Monday morning so we can grind the tree stump at the lot entrance. We also will be grinding one by the Erie pit

### Nelson White

- Still working to complete laundry hook ups in UC and Chautauqua Hall
- Working with a contractor to fix 4" water line that is leaking under RAC. Water is still off to the building. Will notify when service is back on
- Draining the pool at Natatorium to do annual maintenance
- Still working on drinking fountains at Kasling Hall
- Working on work orders as they come in

### Jim Kuras

- Continue working in RD apartments of Chautauqua and UC
- Staff will work on removing various items from the walls at Reed to prepare for the window project
- Painting various locations in Fenton Hall and Thompson Hall
- Repairing the front wall of room 1002 of Mason Hall
- Painting handrails in Mason Hall stairwells
- Various work orders
- Floor tile repair in Tim Horton's (Thompson)
- Various room repairs in UC due to leak
- Fredonia Glass to replace broken window in the LoGrasso Conference Room
- Painting bathroom ceiling in E119W Thompson
- Preparing the ARCR reports

### Gary Hardy

- FST will be out today to walk through all the cooling towers and discuss plans for upcoming cooling season
- PM's on cooling equipment to get it ready for the season
- S1B for Reed Library North has a leak in the heating coil. Coil is here needs to be scheduled for install
- Vacuum Pump #3 has a bad seal in the Science Center. Dunkirk Electric Motor will be repairing unit
- Refrigerant monitor from Thompson Hall has been sent back to Trane for repair under warranty still waiting for it to be returned
- Working on PM's and WO's. Working on items that allow social distancing

Campus Calendar	
5/8	Last Day of Classes
5/11-5/15	Final Exams
8/8 (revised)	Commencement
8/20	All Campus Meeting
8/21	Orientation & Registration
8/22	Res Halls open
8/24	First Day of Classes
9/7	Labor Day – No Classes

Custodial Supervisor Schedule for 5/2-5/8								
	#	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

Heating Services Schedule for 5/2-5/8							
Shift	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
<b>1st</b> 7 am-3:30 pm	G. Hardy G. Tucker S. Carutis A. Jagow	G. Hardy G. Tucker H. Farner K. Watrous S. Carutis A. Jagow	G. Hardy G. Tucker H. Farner K. Watrous S. Carutis A. Jagow	G. Hardy G. Tucker H. Farner K. Watrous S. Carutis A. Jagow	H. Farner K. Watrous S. Carutis A. Jagow	H. Farner K. Watrous	G. Tucker
<b>2nd</b> 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
<b>3rd</b> 11 pm-7:30 am	K. Szklenski	K. Szklenski	K. Szklenski	K. Szklenski	K. Szklenski	No Coverage	No Coverage

Residence Hall Coverage Schedule		
Monday, 5/4 from 9 am through Monday, 5/11 at 9 am	Area A: Pilar Nelson	679-8524
Friday, 5/8 from 5 pm through Monday, 5/11 at 9 am	Area B: Anissa Scharborough	673-5024

**Anniversaries—Thank you and Happy Anniversary!**  
Duane Blakely will be starting his 27<sup>th</sup> year

cc:  
Facilities Services Staff  
Paul Agle  
Judy Langworthy  
Katharine Bixby  
Kevin Kearns  
Dennis Hefner

Geoffrey Braun  
Kathy Forster  
Eric Hadley  
Scott Martin  
Brian Studley  
Brent Isaacson

Cedric Howard  
Markus Kessler  
Marc Levy  
Jerry Fisk  
Dan Goodwin  
Mark Suida

Christine Givner  
Sarah Laurie  
Denise Szalkowski  
Betty Gossett  
Ben Miller

Stephen Rieks  
Aaron Parkhurst  
Kevin Hahn  
Michael Metzger  
Don Scott