

# FACILITIES SERVICES MEETING MINUTES

Facilities Services Conference Room

Monday, June 1, 2020

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

## Kevin Cloos

- Hillside Painting will paint the Schulz and Hemingway RD apartments and paint student bedrooms at University Commons
- Please review the Policy on Lost or Abandoned Property at <https://www.fredonia.edu/sites/default/files/section/about/offices/human-resources/files/LostProperty.pdf>
- Johnson Control (Simplex) will perform the annual fire alarm testing; the alarms will sound between 7:00 a.m. and 8:00 a.m. in the academic/administrative buildings and between 8:00 a.m. and 9:00 a.m. in the residence hall buildings

## Mark Delcamp

- Staff continues working to clean and detail Residence Halls and rooms following move out
- Staff has prepared Eisenhower Hall for summer school students
- Cleaning of seating and surrounding areas continues in Rosch recital Hall following the ceiling leak
- Floor work continues in the Steele Hall hockey locker rooms
- Daily cleaning and disinfecting high touch/use areas continues
- Following cabinet approval there are several areas that have been identified as expanded low/now mow zones around campus. This was initiated and adopted to further support the campus budget goals
- With the summer heat readily upon us, I would like to remind all staff to be aware of signs for heat stroke and to drink plenty of water to stay hydrated. Common symptoms for heat stroke are:
  - Dizziness, light-headedness, headaches, lack of sweating, red, hot, and dry skin, muscle weakness or cramps, nausea and vomiting, rapid heartbeat, rapid, shallow breathing, behavioral changes such as confusion, disorientation, or staggering, seizures and unconsciousness

## Orion Purslow

- Working on work orders and PM's

## Tim Lillie

- We are continuing on the Natatorium cleaning
- We are taking another load out of LoGrasso basement tonight. I hope that this will be enough for now
- We completed the first coat sealing of the Rosch Hall vestibules this morning. Will be doing the second tomorrow. Please avoid walking on these parts for a couple days. You can still Access Rosch through the side entrances
- We will be starting on external window cleaning on the academic side next week. We will intermingle the annual camera dome cleaning as we progress
- We continue to work through the buildings sanitizing touch surfaces

### **Tim Bentham**

- Continue working on issues with the Campus Energy Metering project
- Trane has completed the repair to Maytum Hall Chiller. The chiller is up and running
- Continue working on MCM projects
- Working on scheduling contractors at Reed Library for the HVAC Upgrade Project
- Working with Facilities Planning on Mason AHU Phase 5 Project, Houghton Fit Out, Solar Array, I.T. Emergency Power and UPS Replacement and Reed Library Exterior Rehab
- JCI/Simplex will install the new fire alarm panel in the Butler Building as soon as it arrives
- Working on repairing our sprinkler system deficiencies
- JCI/Simplex is continuing the annual fire alarm testing on campus
- Working with ACE Elevator Co. to do elevator inspections in June

### **Rich Newton**

- Grounds will be continuing to focus on grass mowing and weed whacking as well as weed spraying around campus as weather permits
- Staff will still be running short to allow for social distancing for the remainder of the week, but will be back to full staffing next week

### **Nelson White**

- U.C. RD apartment upgrades are done. Started install of shower unit in the Chautauqua RD apartment
- Grissom Hall- will be starting install of drinking fountains as time permits
- Townhouses- hope to start some PM work end of next week around 6/10 in units
- Working on sump pump PM's and work orders as they come in

### **Jim Kuras**

- The U.C. RD apartment work has been completed. Will continue to work at Chautauqua RD when plumbers are done with repairs
- Started the ARCR report repairs
- Working on ADA bathrooms in LoGrasso Hall
- Installing fire place in the Williams Center
- Working on various Res Hall work orders

### **Gary Hardy**

- Working with MLP shutting down heating and cooling systems in Mason for summer project
- Working with Feedwater Treatment Systems to start cooling towers
- Trane repaired chiller in Williams Center and Maytum Hall last week and still needs to do additional repairs on Williams Center Chiller
- Replacing a motor on the cooling tower at the Science Center
- Thompson Hall chiller needs to have repair work done
- PM's and work orders
- 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	
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 6/1-6/7								
	#	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 6/1-6/7								
Shift	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
<b>1st</b> 7 am-3:30 pm	G. Hardy G. Tucker S. Carutis A. Jagow K. Szklenski	G. Hardy G. Tucker H. Farner K. Watrous S. Carutis A. Jagow K. Szklenski	G. Hardy G. Tucker H. Farner K. Watrous S. Carutis A. Jagow K. Szklenski	G. Hardy G. Tucker H. Farner K. Watrous S. Carutis A. Jagow K. Szklenski	G. Hardy G. Tucker H. Farner K. Watrous S. Carutis A. Jagow K. Szklenski	G. Hardy H. Farner K. Watrous S. Carutis A. Jagow K. Szklenski	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	No Coverage	No Coverage	No Coverage	No Coverage	No Coverage	No Coverage	No Coverage	

Residence Hall Coverage Schedule		
Monday, 6/1 from 9 am through Monday, 6/8 at 9 am	Areas A & B: Richard Sanders	679-8524

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

Tom Deike will be starting his 7<sup>th</sup> year

cc:  
Facilities Services Staff  
Judy Langworthy  
Katharine Bixby  
Kevin Kearns  
Dennis Hefner  
Brent Isaacson

Geoffrey Braun  
Kathy Forster  
Eric Hadley  
Scott Martin  
Brian Studley

Cedric Howard  
Markus Kessler  
Marc Levy  
Jerry Fisk  
Dan Goodwin

Sarah Laurie  
Denise Szalkowski  
Betty Gossett  
Ben Miller  
Don Scott

Stephen Rieks  
Aaron Parkhurst  
Kevin Hahn  
Michael Metzger  
Mark Suida