

FACILITIES SERVICES MEETING MINUTES

Facilities Services Conference Room

Monday, June 15, 2020

Meeting not held this week

Kevin Cloos

- Hillside Painting continues to paint student bedrooms at University Commons and will start painting areas at the Town Houses
- SEG will abate pipe insulation at the Schulz Hall basement fan room
- I will be out of the office on Thursday, 6/18 and Friday, 6/19

Mark Delcamp

- Staff continues working to clean and detail residence halls and rooms following move out
- Daily cleaning and disinfecting high touch/use areas continues
- Rural Ministries will be on campus tomorrow collecting donated items
- Working with Chadwick House on reviewing several areas around campus needing window treatments

Orion Purslow

- Working on fire inspection violations
- Simplex is fixing faults they found during annual inspection
- Working on work orders/PM's

Tim Lillie

- Art is off Thursday
- We continue to work through the buildings sanitizing all high touch areas
- Staff is working on stripping the student bedroom floors in Alumni.
- Work continues at the Natatorium
- We will be getting the last main vestibule of Rosch sealed later this week
- We will be done installing the "How to use your mask effectively" sheets today. Everything is completed except Maytum, Jewett, and Incubator

Tim Bentham

- Continue working on issues with the Campus Energy Metering project
- 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
- All State Fire is continuing hydro testing fire department connection
- JCI/Simplex is continuing the annual fire alarm testing on campus
- ACE Elevator Co. is scheduled for the week of June 22nd to do the annual elevator inspections

Rich Newton

- Mowing and weed eating of lawn areas
- Weeding of planting beds around campus
- Weed spraying at various locations around campus
- Trail clean up and mowing
- Maintaining of athletic fields

Nelson White

- Andrews Complex – replacement of all washing machine water supply valves complete
- Chautauqua Hall RD apartment plumbing rough-in is complete
- Townhouses-starting ARCR and PM work today
- Working on PM's and work orders as they come in

Jim Kuras

- Working on ARCR's in Alumni, Nixon, and Chautauqua Halls
- Painting doors in Grissom Hall
- Continue working on the ADA bathrooms in LoGrasso Hall
- Installing a fireplace in the Williams Center

Gary Hardy

- Working with MLP on Mason air handler project
- Working with Feedwater Treatment Systems on cooling towers
- Repaired AC unit on University Commons elevator
- Repair AC for LoGrasso Hall
- PM's and work orders
- Refrigerant monitor from Thompson Hall has been returned from Trane and will be installed

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 6/15-6/21								
	#	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-11 a	7 a-3:30 p	Off	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

Heating Services Schedule for 6/15-6/21							
Shift	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1st 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 H. Farner K. Watrous S. Carutis A. Jagow K. Szklenski	H. Farner K. Watrous	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	No Coverage	No Coverage	No Coverage	No Coverage	No Coverage	No Coverage	No Coverage

Residence Hall Coverage Schedule		
Monday, 6/15 from 9 am through Monday, 6/22 at 9 am	Areas A & B: Fatihath Assai	679-8524

cc:
Facilities Services Staff
Judy Langworthy
Katharine Bixby
Kevin Kearns
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