

MAINTENANCE REPORT

January 12, 2022

TO: Board of Education and Superintendent Bergman

FROM: Craig Hill, Maintenance Supervisor

The following items were completed during the Christmas break.

1. An alarm was installed on the athletic hallway door. This is to prevent students from leaving or allowing others to enter the building from this door during school hours. All students and visitors are to enter the school using the front door or the west staff door where an intercom is in place to communicate with the office.
2. The intercom was moved from the northeast door to the west staff door. This was done to lessen the traffic through the 7/8 hallway during passing times. All students going to the Ag shop now are to leave and enter through the west doors.
3. The chemistry and biology work room was cleaned out. The cabinets, counters and sinks were removed. All the equipment that was not deemed necessary by the teachers was boxed up and put into storage. Four of the large cabinets were moved to the athletic hall and used for sport storage. There are still a couple of items that need to be completed but the space is ready for use.
4. The fire alarm system was inspected in all district buildings. Sensitivity testing was required for the smoke detectors. We had a few that failed and were replaced.
5. The fire sprinkler system was inspected at the high school and prek-6 building. A check valve at Garfield failed and will need replaced. The five-year internal inspections at both locations are due in February. I plan on those being done on January 17.
6. The Kitchen hoods were inspected and passed.
7. The snow we received on January 1 was removed on Sunday and Monday. Clark Tree Service helped with parking lots at the buildings and Brent DeGase took care of the 1180 building.
8. The exterior pole lights at the 1180 building have been going out. We replaced the two light bulbs on pole on the west end of the parking lot. Two more light bulbs have been ordered and we will replace the east lights when they arrive.
9. A boil order was issued due to a water main break in the city. The order was in place January 5 and 6. All drinking fountains and unsupervised sinks were turned off in the prek-6 building. Once the order was lifted everything was turned back on. In addition, new water filters were installed in all drinking fountains.

If you have any questions or concerns, please contact me.