



# THREE RIVERS SCHOOL DISTRICT

## Maintenance Department

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November 5, 2012

To: Dan Huber-Kantola, Superintendent  
Board of Directors

Re: November 2012 Maintenance Dept. Board Report

In the month of October, our maintenance crew received 300 work orders and completed 181 of them for a completion rate of 60.33%.

This is a summary of some of what was completed:

**North Valley:** Graffiti was removed from the football field area. A slider window, door locks, door closers and hinges were also repaired or replaced. In the Foods room, an oven cooktop was repaired. Three Smart Boards were installed in classrooms. Cords were replaced on equipment in metal the shop. The washer in the laundry room was repaired. Multiple holes in the drywall were patched throughout school. The entire roof was cleaned, including the scuppers. The roof had a leak, and the problem was traced to a scupper. Lawless Roofing was called to do the repair since it was still under warranty.

**Fleming:** 6th grade restroom urinals were overflowing, so that was repaired. Rain gutters were falling off of two portables, so they were refastened. A new thermostat was installed on the dishwasher booster heater. The exhaust fan in front office was repaired. Also repaired were breezeway lights, a thermostat for the kitchen food warmer with, and the freezer door. Multiple bad lighting ballasts were replaced. A boiler circulation pump was replaced, and a new wax ring was installed on a toilet in boys' locker room.

**Manzanita:** The main office door crash bar was replaced, and the rest of the crash bar door openers in the school were inspected and adjusted. Multiple faucet leaks were fixed. Engraved graffiti on the back of gym door had to be ground off and repainted. Emergency lighting batteries were replaced. Trip hazards in the Cafeteria area were eliminated by cutting flooring around the heating registers to lower them flush with floor. A power receptacle was added for Food Service. This work was done to accommodate the new traffic pattern for meal lines.

**Fort Vannoy:** New master keys were made because existing keys were not working properly due to being old and worn. New coat hangers were built and installed. The kitchen milk cooler evaporator was corroded all the way through due to age, so it had to be replaced with a new compressor. Drinking fountains were also repaired.

**IVHS:** New backup batteries were installed in the fire alarm system. New seals were installed in multiple sinks and faucets. The combination oven was pulled apart to remove heavy calcium buildup, then reinstalled. Multiple doors throughout the school were adjusted and repaired. Due to vandalism, the chain link fence in the bus compound area had to be repaired.

**Lorna Byrne:** The vestibular swing rope was replaced in room A125, and trim molding was repaired in room A112. A cafeteria folding table was repaired, and a projector mount in the cafeteria area was installed.

**Evergreen:** Multiple sink leak issues were repaired. The bus shed had some vandalism that needed repaired (an on-going situation). The bus shed roof and gutters were cleaned. The ERC room had a sewer back up, so a snake was used to clean it out.

**Applegate:** The number of projects that the district has needed to finish at Applegate School has continued to increase, and those projects are taking longer than anticipated to complete. New sinks and toilets had to be installed in bathrooms, new tile was laid down on the restroom floors, and new recessed lighting was installed. Mounted partitions were installed, and a new wash basin downstairs was added for custodial use. Electrical wiring had to be added for the new water heater. Siding was removed and replaced on the east side of the music room. Some siding was replaced on the portable building. Multiple lighting ballasts were replaced. Two active boards were mounted in the upper classrooms. A new water system backflow device was installed, due to the failure of the prior device. 'Bus Parking Only' signs were installed. The barn door lower roller was repaired. The cold water valve in the custodial closet in the kitchen area was also repaired.

**Hidden Valley:** 'No Smoking' signs were installed. Items repaired were a urinal, a drinking fountain, a low flow sink, a washing machine, a steam pot in the kitchen, and a crack in a door.

**LSMS:** Seal coating was applied to roof areas on the kitchen, computer room, woodshop, band, and storage rooms- all prior to the first rain. Ceiling tiles were replaced, and new ballasts for lighting installed.

**District Office:** The vintage boiler unit has had intermittent problems that were challenging to solve. A new control board was eventually installed, and the system is working well now. A leaky toilet was also repaired.

**Williams:** Vandals tore random asphalt shingles off of the roof on the back side of the computer lab, so this repair had to be contracted out for immediate repair. Inside the building, some tall cabinets were secured to the wall, a water leak around heater vent pipe was fixed, and a partition was fixed in a bathroom.

**Jerome Prairie:** Rain gutters were repaired. Additionally, the drinking fountains were serviced and cleaned. A faucet handle that was falling off was also repaired.

**Madrona:** The following things were accomplished at Madrona: a leaky pressure relief valve was repaired in the boiler room, noisy steam pipes were repaired, the drain in the laundry room was unplugged, lighting was repaired in room 6 and the library, and an electrical outlet was fixed.

**Merlin:** Door locks and latch mechanisms were repaired.

**Fruitdale:** The refrigerator was repaired.

**HVAC:** Due to the change of seasons and temperatures, our HVAC crew had 32 work orders this month alone to take care of.

**Grounds:** This is that time of the year when taking care of grounds slows down, so we use our grounds crew to help address the work order requests. Additionally, we have filled the vacant position in the Hidden Valley area with our new hire, Dennis Powell. Dennis is doing a fantastic job, and I am very happy that he is part of our team.

**Annual fire inspections:** We have finished up our annual fire inspections, and now have three more schools that have had no hazards noted on their reports. Those schools were Manzanita, Fort Vannoy, and Fruitdale. The custodians at those schools are the ones who are there every day to prevent hazards from accumulating. On that note, I would like to thank the Head Custodians from their inspections at: Lincoln Savage Middle School - Dave Bellenbaum, Williams - Wes Nevotti, Jerome Prairie - Mike Delay, Manzanita - David Trout, and Fort Vannoy - Eric Holte, and Fruitdale's famous Chris Marsh for the great job on getting clean reports.

A special thank you needs to go out to all Three Rivers Staff for their patience with our Maintenance Department as we work hard to fill their requests.

If you have any questions or concerns, please do not hesitate to call or contact me at any time.

Sincerely,  
Robert Horban  
Maintenance Supervisor  
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