



# Craig City School District

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## Maintenance board Report 09.18.24

Craig high School- The heating in the high school has always been an issue, many can attest to that. Back in August our JCI (Johnson Control Inc.) representative, Joseph Tannehill was here for our annual inspection per the districts service agreement. He was able to figure out through the network several issues and fixed them.

The maintenance department will be working on repairing and or replacing a couple zone valve bodies that were not closing off all the way. Attached is the synopsis of work performed by JCI for you to see what we worked on.

Other work orders at the high school consist of grounds maintenance and clean up, repairing down spouts to redirect the water away from the building. Installing new gutters in area where there is none, Repainting the underside of the exterior exit door gable roofs, refinishing the girls and boy's locker room benches, re-caping the parking lot light pole bollards, installing new stop sign, cleaning and painting the back covered corrugated roof steel post and general preventative and corrective maintenance.

The new high school wood shop is coming along. The wall panels and roof panels have all been set and are in place and work will begin to move onto the inside of the building.

In the last maintenance report I mentioned I mentioned that two of the main overhead circulation pumps where down. One blew a seal, and one was having electrical issues. I repaired the pump that shorted out and still need to rebuild the second pump.

Three classroom windows were replaced this past summer with one more that will be replaced this school year.

New American and Alaska state flags were purchased, along with new rope. The new flags and rope were purchased to be in accordance with state flag laws and regulations.

Southeast Extinguisher performed the annual inspections, test and any recharging of the extinguishers. The district had Tayler fire protection performing the fire extinguisher inspection in past. They would inspect them, tag them and notate on the tags what needed to be done on them. Such as needs recharged, needs pressure tested and or replaced but never had a way of performing any of those needed tasks. Southeast extinguisher would then come through with a rig on site and maintain the extinguishers. We cancelled working with Tayler and are just working with Southeast extinguisher for inspection, since they can provide on sight maintenance on extinguishers for the district. I got off the phone the phone with SE Extinguisher and the report for the high school has not been finalized by the tech as of

09.12.24, if it comes in sooner than later, I'm hoping to get it submitted in this report. The sprinkler fire suppression system was also inspected and tagged and still waiting on a final report. The system passed did pass.

The high schools' kitchens refrigerator stopped working. Had Southeast mechanical confirm that it was in-operable, and a new one has been purchased through Schmolck Mechanical in Ketchikan.

Middle School- maintenance so far at the middle school there has been minimal maintenance. maintenance has inspected and replaced and or adjusted a few mechanical door closers and replaced lights in the staff break room. Maintenance is working on replacing some railing on the breeze way, put down some D1 leading from breezeway to the mods. Rebuilt two Toyo heaters, one for the art class and one for the SEALS classroom. Maintenance will be replacing the mods gutters and cleaning the roof.

The middle school extinguishers where also inspected, and the fire suppression system was inspected by Ketchikan Mechanical. Still waiting for final report on the sprinkler system. The system did pass.

The windows were shipped over from Ketchikan today on Taquan Air for the music room. Four windows will be replaced. Maintenance will need to schedule the installation around classes.

Elementary school- Maintenance is going to be going through all the zone valves in all the classroom and testing all the transformers that power the four zones in the school.

The kitchens new propane oven arrived the last week of August. Installation went well and we were able to modify the old exhaust stack to hook up to the oven. The kitchen staff are excited to have a bigger oven that cook more thoroughly and evenly.

Schmolck Mechanical arrived on the 9<sup>th</sup> and installed the new controller board and fan drive. They reprogramed the heater and relinked the two boilers for communication.

Maintenance has been repairing gutters and down spouts around the school, going to be painting the painting the bollards, fixing some exterior lights and replacing some door assist closers.

Fleet- Van #04 has been at The Shop, the OBD port was not working properly for them to perform a diagnostic. They were able to track down lose wires and fix that issue that we were unaware of. They found a bad speed sensor and inner hub seal. One more van will be going in to have the same work performed and then the district will be back up to a full fleet of five vans.

Over the weekend of the 5<sup>th</sup> through the 8<sup>th</sup> maintenance tool two buses Friday evening to Coffman cove and then back Saturday afternoon and one bus traveled Friday evening to Hollis for a pickup and then back Sunday morning for a drop off for high school cross country. The sports season is here and maintenance dose a lot of driving for sports travel especially on the weekends.

Between driving the bus in the mornings and evening, scheduling sports transportation, Scheduling maintenance duties, ordering parts and purchasing supplies needed for the work orders, creating and submitting work orders to the state and inspecting the janitorial work in the schools I have been tasked with being the Firewatch Impairment Coordinator for the elementary school. I walk the school once every hour and fill out a logbook. At the end of every week, I upload the fire watch paperwork to the Alaska state Fire marshal office for approval.

Daniel Nelson  
Maintenance Director

