

Dashir Management Services, Inc.

2356 Reinhardt Ct ~ Reedsburg WI 53959
Phone (608) 524-2251 Fax (608) 524-2251
www.dashirmanagement.com

Medford School District #763

February 2017
Custodial/Maintenance Report

Training Conducted

The OSHA required safety training on Slips, Trips, and Falls was conducted with all Dashir employees on January 12, 2017. Sean Heaney also attended a Dashir Managers' Meeting in Albert Lea on January 11, 2017.

Inspections

Five inspections were conducted during the month of January. The results were shared with each individual custodian audited.

Projects Progress

- Working with Steele/Waseca Co-op on generator repairs. We just need to wire up a few things and test when school is not in session.
- Replaced two auto flushers.
- Ordered parts to repair the broken main entrance inner handicap door opener/closer.
- Repaired two roof leaks.
- Sent six radon test kits in for lab analysis.
- Ordered parts for the two entry way heaters that are currently not working.
- Replaced the inducer motor on roof top unit #19.
- Installed a new refrigerator in the staff lounge for healthy food options. Purchases will be made using the honor system.
- Repaired eight boards in the small gym floor.
- Waiting on two new handicap accessible round lunch tables.
- Working with Hallberg Engineering on the HVAC replacement project.

Respectfully submitted,

Sean Heaney
Facility Manager