
**THREE RIVERS SCHOOL DISTRICT
MAINTENANCE DEPARTMENT
FEBRUARY 2009
BOARD REPORT**

January 30, 2009

Board of Directors
Dan Huber-Kantola, Superintendent
Three Rivers School District

The maintenance and custodial staff were able to get most of the deferred projects completed during our winter break and they had all the schools ready for students when they returned on January 5th.

You will find listed below, some of the projects we have addressed, or are currently working on.

MAINTENANCE:

- 1.0 2008 Energy Saving Projects at HVHS, Manzanita, and Fort Vannoy:
 - 1.1 Lighting Phase:
 - 1.1.1 This part of the project has been completed and signed-off on.
 - 1.2 Control Phase:
 - 1.2.1 McKinstry, WESD, and the District have inspected this phase several times, and by doing so, have established a 'punch list' of items that will need to be addressed right away.
 - 1.2.2 McKinstry, Brian Day Electric, ABC Controls, and District staff will be making these corrections.
 - 1.3 Commissioning Phase:
 - 1.3.1 McKinstry and ABC Controls are working very hard to get all the computer programs installed and up and running.
 - 1.3.2 We are expecting to receive a lot of training in the near future for our Head Custodians and Maintenance Techs, so that when this project is fully completed, we will all be very comfortable with the program.
- 2.0 2009 Energy Saving Projects at NVHS, IVHS, Evergreen, and Madrona:
 - 2.1 McKinstry has several people at these 4 schools to perform a TEA (Technical Energy Audit) study.
 - 2.2 Much like last years project, they will be concentrating on lighting, controls, and commissioning.
 - 2.3 We will keep the Board up to date on this project as we get further into it.
- 3.0 Vandalism at IVHS Football Field:
 - 3.1 During the evening hours of January 22nd, vandals cut a hole in the fence at the football field.
 - 3.2 They broke into the concession stand and also the new announcers building where we had items stored.
 - 3.3 The police and District feel they were mainly after building supplies, because they stole lumber, plywood, "T" posts, an extension ladder, etc.
 - 3.4 The cost of the stolen items plus repairs made to correct the damage came to a total of \$1453.34.
- 4.0 Heating problems:
 - 4.1 The crew has been addressing heating problems at the following schools/buildings:
 - 4.1.1 Hidden Valley H.S.
 - 4.1.2 Lincoln Savage M.S.
 - 4.1.3 The District Office
 - 4.1.4 Fleming M.S.
 - 4.1.5 Wolf Creek Elementary
 - 4.1.6 Jerome Prairie Elementary
 - 4.1.7 The issues at these schools have been corrected.

ENVIRONMENTAL:

1.0 Health and Safety:

- 1.1 Dave Bracken, District Safety Officer, conducted ladder safety training with the Maintenance department. The training was well attended and the 2 hr. training covered how to properly set up an extension ladder, proper use of a folding or "A" frame ladder, and ladder inspections. There will be ladder training for the custodial staff in March.
- 1.2 The semi-annual inspections for our kitchen fire suppression devices were completed over the winter break. All systems were found to be in good working order and will be inspected again in July.

2.0 Wastewater:

- 2.1 The annual reclaimed water reports for the Oregon DEQ have been completed and sent to the respective departments. These reports document the land applications of treated wastewater over the May thru October months at our Fleming and Hidden Valley treatment facilities, along with the Fort Vannoy and Jerome Prairie recirculation gravel filters.

CUSTODIAL:

1.0 New Equipment:

- 1.1 The District just received the new carpet extractor for Hidden Valley H.S. It is the latest and greatest in carpet extractors. Aramark is furnishing this machine which costs \$7432.00 to allow our custodial staff to better maintain the carpet areas on a daily basis. It features a new cleaning process that uses less water and drops the carpets drying time down to 30 minutes.
- 1.2 The new machines for North Valley and Illinois Valley are scheduled for delivery this spring.

2.0 Training:

- 2.1 To compliment the on-going training the custodial staff has received concerning playgrounds and playground equipment, a new playground inspection form has been instituted. This form documents daily and weekly inspections performed on the individual pieces of equipment along with the maintenance work performed on each piece.

ENERGY:

- 1.0 The Districts energy consumption continues to be down. To date, we have cut our Kwh usage by 7.2%. The following schools continue to do a great job in this area:
 - A) Fort Vannoy 28%
 - B) Applegate 14.2%
 - C) Hidden Valley H.S. 13.7%
 - D) North Valley H.S. 11.5%
 - E) Lincoln Savage M.S. 9.7%
 - F) Illinois Valley H.S. 8.8%

Summary:

As you can tell by reading my report, a lot of great things are taking place in the District. That is because of the excellent staff and their concerns for our students.

Respectfully Submitted

Lloyd Russell
Director of Plant Operations / Maintenance

Xc: Paul Overly, Aramark District Manager