



Craig City School District

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Maintenance board Report 12.11.24

Craig high School- Transportation for the month of November was busy, from scheduling the vans, fueling the vans and relocating them to the schools as they were needed, along with some bus transportation to and from the Hollis ferry terminal.

The district had three itinerants visiting the district in November traveling to Hydaburg. During the visit the itinerant got a flat tire departing Hydaburg and turned around about a mile out and drove back to Hydaburg ruining the tire. They changed the tire and returned to Craig. The next day Inspected the spare tire that was put on, found the lug nuts had almost completely backed off, the lugs almost eaten through, and the rim ruined. We had to replace the upper and lower ball joints, new snow tire and rim.

The commons Air Handler Unit was down for a few weeks in November due to one of two pillow block bearing going out on the supply fan site of the air handler. Part was ordered, repaired and put back in service.

Refurbished circulation pump 5B that supplies heat to the auditorium and the gym. Replaced the mechanical seal, the bushings and the motors cooling fan.

New cafeteria tables arrived a few days ago and we were able to pick those up from AML and get them set up at the high school.

The district annually signs a Planned Service Agreement with Johanson control for the high school. The agreement consists of technical support 24 hours a day, 7 days a week and one scheduled four-day site visit. With the district's budget constraints, we have asked for the 2025 Planned service agreement to be only technical support. This will provide tech. support for the software system with 24/7 call in technical support. This also provides a technician checking the system through a back door VPN to provide software update and change anything upon request.

There are a fey keyed switches in the gym for lowering and raising the basketball hoops that are going and or have keys broke off in them. We decided to order replacements with hand switches to hopefully make things easier and last longer.

The kitchen dishwasher was purchased almost a year ago. It is a Hobart LXNc model. The unit was purchased through Bargreen food service supply & Design, they are a distributor of Hobart appliances and Hobart is strictly a manufacturer. The unit runs off a standard 110v and simple to install. They wanted to have a Hobart tech sent up to install the unit, which would have cost around \$6200.00, we said we could

install the unit inhouse. The one thing that the distributor, Gargreen, did not inform the district was that this unit requires a Hobart tech to hook up a computer to it and program the dishwashers setting. We have been working with Bargreen and Hobart for a solution on the fix. The options are, to ship the dishwasher down to Seattle where a Hobart tech can program the unit and or spend the money to have a technician come up and program the unit on site. There are pro and cons to both options, but we are work with both companies' on a solution that will be the best option for the district to ensuring a long life the dishwasher.

The new wood shop coming along, the heating unit has been installed, dust collecting unit has been installed along with all the hose drops to all locations, electrical and lighting has been installed and almost completed. We are hoping to be moving all the woodworking equipment and tools over sometime in February. I would encourage you to reach out to me, if you have the time, to stop by and we can take a look at the progress of the district's new woodshop building.

Middle School/MODs- At the MODS we have been working on minor things from door sticking, fixing leaking toilets to changing out light bulbs. The middle school's gym shower main mixing valve that adjusts the temperature of the water had a few internal parts go bad, parts were purchased and installed. The washing machine in the main boiler room is old and has quit working. We are looking for an affordable and reliable replacement. Other corrective/preventative maintenance has been minor.

Elementary School- Maintenance at CES has consisted of working emergency lighting, changing out light bulbs, working on door closers, dealing with the build up of cardboard (At each school) cleaning up any playground messes and working on the old heating valves. The kitchen dishwasher is leaking from one of the underside seals and we are planning on pulling that out and replacing all the seals over Christmas break. It a chore because either the sink needs to be completely removed, or upper and lower cabinets need to remove to have access to the unit. There is a few outdoor projects that are on the list that we are hoping to get to when the weather changes.

Bus Barn/Fleet- Towards the end of November we had our states annual school bus inspections. All buses passed and there were no discrepancies found with them. I have added the state inspection reports for your convenience. There are a total of 91 inspection items that we go over with the state inspector, Michael Ash. This is the same inspection that is required of us to perform every 60 days on each bus.

Project at the bus barn needed is installing a culvert in the driveway to help with water run-off. There is a big puddle that we drive through that is getting deeper and deeper where the water flows over the driveway.

We are hoping to run some conduit along the exterior of the building where the buses park to install plugs for the buses block warmers to plug into.

SERRC-Southeast Regional Resource Center-I have attached a work order summary of the number of work orders completed in the past year the board. The state requires PM and CM work orders through a maintenance facilities program for the district to be eligible capital improvement funding. Each work order is created for every job, right down to changing a light bulb. I must track cost, vender purchase, list materials used, labor hour, reason for the PM or CM and how it was corrected or fixed.

Daniel Nelson
Maintenance Director