

Custodial/Maintenance Report

March 7, 2022

Maintenance

Thank you for the approval of the new hires to join Charlie and me. Lyle Brown, our new Maintenance Supervisor worked here from 2011-2014, attended Lansing Schools and has HVAC and plumbing background. Drew Allen, a graduate of Lansing will bring his grounds experience to our district and is eager to learn all the facets of maintenance and grounds in our district.

Dan and I have met and discussed immediate maintenance and ground needs such as:

- HVAC at LIS
- tennis courts at LHS,
- elevator issues at LHS and change the elevator maintenance plan with the company to cover future repairs,
- locate leak at Olive St (old intermediate/high school),
- sidewalk trip hazard quote that work comp came and evaluated,
- requisitions for mowers
- vehicles
- parking lots

Grounds

We broke in the new guys their first week by plowing snow on February 17 and 18. We are in full swing of spring sports and preparing fields as we speak. I have had a couple of meetings with Mr. Basler and Miss Sells to get their input as to what is expected of our department. We discussed field repairs such as flattening the sod, field dirt, pre-emergent, light repairs, new locks for the shed, service their mower, and turf in batting cages for softball. I do have a requisition to be approved for two, new sit down mowers and will be trading in a couple of our old ones once I speak to Dan.

Custodial

I have a full crew as of today. They have been introduced to the two new maintenance and ground guys. My hope is to bring the two departments together to work as one team knowing what the roles and duties are of all involved.

Facilities

For the month of February we processed 29 requests and held 210 activities.