

# Bath County Public Schools



Maintenance ▶ Maintenance Director Log ▾

Start	Minutes	Building	Area	Topic	Short Description
<b>Start : 3/30/2012 (4)</b>					
3/30/2012 7:30 AM	30	BCHS	Boiler Room	HVAC	Daily Boiler Check
3/30/2012 8:00 AM	210	VES	Classroom, Other (Add to Description)	HVAC	Met and worked with Carrier Tech at VES, installed nitrogen to band room unit to check for leaks
3/30/2012 11:30 AM	30	VES	Parking Lot	Lunch	Lunch Break
3/30/2012 12:00 PM	300	MES	Boiler Room	HVAC	Met and worked with Carrier Tech at MES to install nitrogen to lg chiller unit to check for leak, found valve leak, ordered new one and tech will pick up on Monday.
<b>Start : 4/2/2012 (6)</b>					
4/2/2012 7:30 AM	30	BCHS	Boiler Room	HVAC	Daily Boiler and Chiller Check
4/2/2012 8:00 AM	240	MES	Boiler Room	HVAC	Met and worked with Carrier Tech at MES, installed new cylinoid valve and installed R22 freon.
4/2/2012 12:00 PM	30	MES	Other (Add to Description)	Lunch	Lunch Break
4/2/2012 12:30 PM	90	MES	Boiler Room	HVAC	Started system after lunch and checked for operation.
4/2/2012 2:00 PM	120	VES	Road	Electrical, Meeting - Others	Met and worked with H&M Elec. Tech to put sign, light and electrical piping together, to be ready to take old one down and install new one on Tuesday
4/2/2012 4:00 PM	90	BCHS	Classroom	Meeting - Staff	Met and worked with Tech Director in Dabney Lab
<b>Start : 4/3/2012 (5)</b>					
4/3/2012 7:30 AM	30	BCHS	Boiler Room	HVAC	Daily Boiler and Chiller check
4/3/2012 8:00 AM	180	VES	Road	Electrical, Meeting - Others	Met and worked with H&M Elec. Tech to remove old flashing light and install new one, turn timer on and check for operation
4/3/2012 11:00 AM	180	Other (Describe)	Boiler Room, Closet	Meeting - Others	Met and worked with Johnson Control Tech at VES and MES to do upgrade on Metsays program
4/3/2012 2:00 PM	120	VES	Classroom	HVAC, Meeting - Others	Met and worked with Carrier Tech at MES to finish up and check other systems
4/3/2012 4:00 PM	90	Other (Describe)	Other (Add to Description)	Meeting - Others	Met and worked with Fire Safety Products at VES and MES for fire extinguisher inspect.
<b>Start : 4/4/2012 (3)</b>					
4/4/2012 8:00 AM	30	BCHS	Boiler Room	HVAC	Daily Boiler and Chiller Check
4/4/2012 8:30 AM	120	BCHS	Classroom	Meeting - Staff	Met and worked with Tech Director in Dabney Lab rerouting wires in ceiling for new mic system.
4/4/2012 10:30 AM	360	VES	Classroom	HVAC	Met and worked with Carrier Tech at VES band room unit, found leak on supply line, repaired leak, installed freon, and checked, unit not reacting found Freezestat bad, ordered new one.
<b>Start : 4/5/2012 (3)</b>					
4/5/2012 8:00 AM	30	BCHS	Boiler Room	HVAC	Daily Boiler and Chiller Check
4/5/2012 8:30 AM	300	VES	Classroom, Closet, Other (Add to Description)	HVAC, Meeting - Others	Met and worked with Johnson Control Tech at VES to install setpoints on PC program for each

4/5/2012 1:30 PM	180	Other (Describe)	Other (Add to Description)	Parts Pickup	individual classroom and to check all time, and settings Hauled weedeater from VES to Dawn Equip. at Covington and picked up supplies at Oliver Dist. and State Elec. Supply
<b>Start : 4/6/2012 (1)</b>					
4/6/2012 8:00 AM	480	Other (Describe)	Other (Add to Description)	Other (Provide Description)	Off for Holiday
<b>Start : 4/9/2012 (6)</b>					
4/9/2012 7:30 AM	30	BCHS	Boiler Room	HVAC	Daily Boiler and Chiller Check
4/9/2012 8:00 AM	150	BCHS	Classroom, Hallway	Other (Provide Description)	Replaced ceiling tiles in various locations, Mertz Hallway, Science wing and Classrooms
4/9/2012 10:30 AM	30	BCHS	Parking Lot	Other (Provide Description)	Removed bucket from 2305 John Deere
4/9/2012 11:00 AM	60	Other (Describe)	Other (Add to Description)	Plumbing/Sewer	Went to Homestead and borrowed plumbing parts from Lonnie for repairs at culinary arts kitchen, Radford Mechanical to install on Tuesday
4/9/2012 12:00 PM	30	BCHS	Other (Add to Description)	Lunch	Lunch Break
4/9/2012 12:30 PM	270	Other (Describe)	Road	Other (Provide Description)	Hauled 2305 JohnDeere to Dawn Equip. for spring service, picked up 455 Johndeere there and brought back to BCHS, also picked up supplies at Oliver Dist.
<b>Start : 4/10/2012 (3)</b>					
4/10/2012 7:30 AM	30	BCHS	Boiler Room	HVAC	Daily Boiler and Chiller Check
4/10/2012 8:00 AM	60	BCHS	Office	Email, Phone call - Others, Purchase Orders	Worked on PO's, Emails, phone messages and calls to others
4/10/2012 9:00 AM	480	BCHS	Classroom	HVAC, Meeting - Others	Met and worked with Radford Mechanical for repairs to 1 1/2" chilled water supply line in culinary arts kitchen, repaired shorted out wiring in air handler at girls locker room, and repaired short in pump motor on atrium area boiler
<b>Start : 4/11/2012 (6)</b>					
4/11/2012 8:00 AM	30	BCHS	Boiler Room	HVAC	Daily Boiler and Chiller Check
4/11/2012 8:30 AM	90	BCHS	Office	Email, Phone call - Others, Purchase Orders	Worked on PC, E-mails, Phone calls
4/11/2012 10:00 AM	90	VES	Kitchen	Plumbing/Sewer	Called to VES to repair drain line in kitchen
4/11/2012 11:30 AM	30	VES	Other (Add to Description)	Lunch	Lunch Break
4/11/2012 12:00 PM	210	Other (Describe)	Other (Add to Description)	Parts Pickup	Went to State Elec Supply at Covington to pick up ordered parts that came in, also to Dawn Equip. to pick up parts ordered for 62" mower deck off VES 2305 JD
4/11/2012 3:30 PM	30	BCHS	Office	Electrical	Installed new bulbs in 2 lights at front office
<b>Start : 4/12/2012 (3)</b>					
4/12/2012 7:30 AM	30	BCHS	Boiler Room	HVAC	Daily Boiler and Chiller Check
4/12/2012 8:00 AM	360	MES	Grounds	Meeting - Others, Plumbing/Sewer, Water line	Met with PSA, Mike McMullen and Valley Boiler, Gary Jarrell at MES to figure out water hammering problem in lines, took measurements of tank heights, ground heights to get head pressure and looked at other aspects to cause problem.
4/12/2012 2:00 PM	180	MES	Boiler Room, Classroom, Gymnasium, Hallway, Kitchen, Locker Room, Office, Shop	Meeting - Others	Met and worked with Fire Safety Products at MES for fire extinguisher inspection
<b>Start : 4/13/2012 (4)</b>					

4/13/2012 8:00 AM	30	BCHS	Boiler Room	HVAC	Daily Boiler and Chiller Check
4/13/2012 8:30 AM	180	BCHS	Classroom, Hallway, Kitchen	Meeting - Staff	Met and worked with custodian, we have 2 custodians out
4/13/2012 11:30 AM	30	BCHS	Other (Add to Description)	Lunch	Lunch Break
4/13/2012 12:00 PM	240	VES	Gymnasium	Meeting - Others	Hauled lift to VES, Met and worked with Parks and Recreation at VES gym to install net over new score board to keep it from getting damaged with balls

☰ **Start : 4/16/2012 (7)**

4/16/2012 7:30 AM	30	BCHS	Boiler Room	HVAC	Daily Boiler and Chiller Check
4/16/2012 8:00 AM	120	VES	Kitchen	Water line	Called to VES kitchen to check water heater, no hot water in kitchen, checked heater out reset gas valve and started heater.
4/16/2012 10:00 AM	60	Other (Describe)	Other (Add to Description)	Parts Pickup	Picked up supplies at Bath Co. Building Supply for carpentry class <span style="color: green;">NEW</span>
4/16/2012 11:00 AM	30	BCHS	Classroom	HVAC, Water line	Inspected heated water supply line in room C104 leaking <span style="color: green;">NEW</span>
4/16/2012 11:30 AM	30	BCHS	Other (Add to Description)	Lunch	Lunch Break <span style="color: green;">NEW</span>
4/16/2012 12:00 PM	120	BCHS	Office	Email, Phone call - Others, Purchase Orders, Reports	Phone conversation with Valley Boiler about leak in room C104, E-Mails, checked phone messages, and work on PC <span style="color: green;">NEW</span>
4/16/2012 2:00 PM	120	BCHS	Classroom	Meeting - Staff	Met with Tech Director in Dabney Lab to discuss changes to sound and visual, also to receive list for projector screens to be hung at VES and BCHS <span style="color: green;">NEW</span>

☰ **Start : 4/17/2012 (6)**

4/17/2012 7:30 AM	30	BCHS	Boiler Room	HVAC	Daily Boiler and Chiller Check <span style="color: green;">NEW</span>
4/17/2012 8:00 AM	90	BCHS	Office	Email, Phone call - Others, Purchase Orders	Worked in office, E-Mails, phone calls, Purchase orders and billings <span style="color: green;">NEW</span>
4/17/2012 9:30 AM	240	BCHS	Grounds	Meeting - Others, Water line	Met with PSA's Mike McMullen on new softball field to see where new water-line was installed and to check pressure, also checked for leak to concession stand. <span style="color: green;">NEW</span>
4/17/2012 1:30 PM	30	BCHS	Other (Add to Description)	Lunch	Lunch Break <span style="color: green;">NEW</span>
4/17/2012 2:00 PM	180	Other (Describe)	Other (Add to Description)	Parts Pickup	Hauled 2305 JohnDeere tractor from VES to Dawn Equip. in Covington for spring service, picked up BCHS's 2305 JD and a weedeater and brought them back to BCHS <span style="color: green;">NEW</span>
4/17/2012 5:00 PM	30	BCHS	Office	Meeting - Others, Meeting - Staff	Met with Principal Mrs. Rowe and Jeff Strasser about parts for softball field net, trying to locate rings to hang net <span style="color: green;">NEW</span>

☰ **Start : 4/18/2012 (8)**

4/18/2012 7:30 AM	30	BCHS	Boiler Room	HVAC	Daily Boiler and Chiller Check <span style="color: green;">NEW</span>
4/18/2012 8:00 AM	90	BusGar	Other (Add to Description)	Meeting - Staff, Other (Provide Description)	Took Maint. Truck to bus garage to have Mechanic inspect transmission, shifting very hard, was instructed to stop by Auto Shop at BCHS and hook to computer diagnostic. <span style="color: green;">NEW</span>
4/18/2012 9:30 AM	120	BCHS	Shop	Meeting - Staff	Took maintenance truck to Auto Shop to have Mr. Hicks run diagnostic check on codes and found that problem is most likely to be internal in transmission. <span style="color: green;">NEW</span>
4/18/2012 11:30 AM	30	BCHS	Office	Phone call - Staff	Phone conversation Transportation Director about truck and he is contacting GMC, truck is still under warranty <span style="color: green;">NEW</span>
4/18/2012 12:00 PM	30	BCHS	Other (Add to Description)	Lunch	Lunch Break <span style="color: green;">NEW</span>
4/18/2012 12:30 PM	90	BCHS	Office	Email, Phone call - Others, Phone call - Staff, Purchase Orders	Checked phone messages, E-Mails, Phone calls to Vendors to receive invoices so we can figure out remaining balances. <span style="color: green;">NEW</span>

4/18/2012 2:00 PM	120	SAB	Office	Meeting - Staff	Met with Business Manager at SAB to discuss remaining balances to see if we have the money to install new boiler at VES <span style="color: green;">NEW</span>
4/18/2012 4:00 PM	30	BCHS	Other (Add to Description)	Water line	Turned water supply back on to concession stand, we had it off looking for possible leak and checking pressure to new softball field <span style="color: green;">NEW</span>
<b>Start : 4/19/2012 (3)</b>					
4/19/2012 8:00 AM	30	BCHS	Boiler Room	HVAC	Daily Boiler and Chiller Check <span style="color: green;">NEW</span>
4/19/2012 8:30 AM	60	BCHS	Boiler Room	HVAC	Shut chillers down and started boilers back up for cold spell at BCHS atrium area end and science wing <span style="color: green;">NEW</span>
4/19/2012 9:30 AM	390	Other (Describe)	Other (Add to Description)	Meeting - Others	Met and worked with Fire Safety Products Josh Hampton to receive serviced fire extinguishers and put them back in place, and also to do service on hood supression systems at all kitchens at all 3 locations <span style="color: green;">NEW</span>
<b>Start : 4/20/2012 (1)</b>					
4/20/2012 8:00 AM	480	Other (Describe)	Other (Add to Description)	Other (Provide Description)	Off - Sick Leave
<b>Start : 4/23/2012 (3)</b>					
4/23/2012 8:00 AM	30	BCHS	Boiler Room	HVAC	Daily Boiler and Chiller Check <span style="color: green;">NEW</span>
4/23/2012 8:30 AM	150	BCHS	Office	Email, Parts Ordering, Phone call - Others, Purchase Orders	Worked in office PO's, E-Mails, Phone calls and messages, also removed tool from maintenance truck, we are taking it to Berglund GMC in Roanoke for repairs <span style="color: green;">NEW</span>
4/23/2012 11:00 AM	300	Other (Describe)	Other (Add to Description)	Other (Provide Description)	Transportation Director and myself delivered maintenance truck to Berglund GMC in Roanoke, filled out all paper work and truck is under warranty, also picked up parts at VA. Truck Center <span style="color: green;">NEW</span>
<b>Start : 4/24/2012 (4)</b>					
4/24/2012 8:00 AM	30	BCHS	Boiler Room	HVAC	Daily Boiler and Chiller Check <span style="color: green;">NEW</span>
4/24/2012 8:30 AM	240	BCHS	Boiler Room, Classroom, Hallway	HVAC, Water line	Met and worked with Newcomb IES to check heated water supply leak in room C104, went through HVAC and Mech. plans to find drain, no drain, have decided to freeze line to do repair, will set up day to do job. <span style="color: green;">NEW</span>
4/24/2012 12:30 PM	30	BCHS	Other (Add to Description)	Lunch	Lunch Break <span style="color: green;">NEW</span>
4/24/2012 1:00 PM	210	Other (Describe)	Other (Add to Description)	Parts Pickup	Went to Dawn Equip. at Covington to pick up 2305 JD tractor, hauled back to VES and swaped decks back to each tractors <span style="color: green;">NEW</span>
<b>Start : 4/25/2012 (7)</b>					
4/25/2012 8:00 AM	30	BCHS	Boiler Room	HVAC	Daily Boiler and Chiller Check <span style="color: green;">NEW</span>
4/25/2012 8:30 AM	90	BCHS	Parking Lot	Other (Provide Description)	Installed deck back on 2305 JD and checked for operation, made adjustments to mowing height <span style="color: green;">NEW</span>
4/25/2012 10:00 AM	120	VES	Shop	Other (Provide Description)	Installed deck back on 2305 JD Tractor, installed new wheel height adjustment rod and new wheel, checked for operation and adjusted mowing height. <span style="color: green;">NEW</span>
4/25/2012 12:00 PM	30	BCHS	Other (Add to Description)	Lunch	Lunch Break <span style="color: green;">NEW</span>
4/25/2012 12:30 PM	120	BCHS	Shop	Other (Provide Description)	Repairs to garage door at auto shop, cables on auto lift out of track and adjustment <span style="color: green;">NEW</span>
4/25/2012 2:30 PM	90	BCHS	Office	Email, Logs, Phone call - Others, Purchase Orders	Worked on logs, E-Mails, phone calls and messages, and purchase orders <span style="color: green;">NEW</span>
4/25/2012 4:00 PM	30	BCHS	Shop	Meeting - Staff	Repairs to vacuum cleaner and cleaned filters for custodians <span style="color: green;">NEW</span>
<b>Start : 4/26/2012 (7)</b>					

4/26/2012 8:00 AM	30	BCHS	Boiler Room	HVAC	Daily Boiler and Chiller Check
4/26/2012 8:30 AM	120	BCHS	Office	Email, Logs, Phone call - Others, Purchase Orders	Worked on logs, E-Mails, phone messages, phone calls and research on PC
4/26/2012 10:30 AM	30	BCHS	Boiler Room, Office	Meeting - Staff	Met with custodian from MES at my office to get him parts for pump out of stock
4/26/2012 11:00 AM	30	BCHS	Hallway	Electrical	Installed new bulbs in elevator at atrium area
4/26/2012 11:30 AM	30	BCHS	Office	Parts Ordering	Ordering parts for pumps, gave custodian last motor coupler in stock
4/26/2012 12:00 PM	30	BCHS	Other (Add to Description)	Lunch	Lunch Break
4/26/2012 12:30 PM	210	BCHS	Other (Add to Description)	Electrical	Check Elevators in all 3 sections, Belts, Emergency Lights, Phones, and check underneath for hydraulic leaks

**Start : 4/27/2012 (6)**

4/27/2012 8:00 AM	30	BCHS	Boiler Room	HVAC	Daily Boiler and Chiller Check
4/27/2012 8:30 AM	60	BusGar	Shop	Other (Provide Description)	Take dump truck to bus garage to remove snowplow and to leave there to have it out of the way.
4/27/2012 9:30 AM	150	VES	Grounds	Electrical, Meeting - Others	Met and worked with Parks and Recreation on Tennis Court lights, using our lift to repair.
4/27/2012 12:00 PM	30	VES	Other (Add to Description)	Lunch	Lunch Break
4/27/2012 12:30 PM	60	BCHS	Other (Add to Description)	Other (Provide Description)	Load and haul Geni lift back to BCHS.
4/27/2012 1:30 PM	150	BCHS	Other (Add to Description)	Electrical	Repairs to lights on stage

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