

MAINTENANCE POLICY (Stoughton Area Senior Center)

Contracts for maintenance, painting, and redecorating services as appropriate.

Safe disposal of trash garbage. Adhere to local laws about recycling.

Provisions shall be made for pest control on a regular basis.

Sufficient budget shall be maintained for equipment replacement and repair.

If there is a problem area, the following services are used and called if the Senior Center Director is not available:

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| 1.) Heating /Furnace or
Airconditioning..... | City Building Maintenance Worker: Office: 873-6677 or Cell:
577-1892 |
| -or- | American Heating: (608)831-6464 |
| 2.) Kitchen Stove/gas..... | Wisconsin Power & Light (873-3393) |
| 3.) Electrician..... | (271-2046) |
| 4.) Plumbing..... | City Building Maintenance Worker: Office: 873-6677 or Cell:
577-1892 |
| 5.) Phone Service..... | Brent McHenry 873-7523 |
| 6.) General Water Leaks &
Building Concerns of any
nature..... | City Building Maintenance Worker: Office: 873-6677 or Cell:
577-1892 |