



## OFF-CAMPUS

By Tim Knisely

December 2017

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### End of the Semester / Calendar Year Checklists:

We are at the end of another calendar year, and half way through the academic year. Time to ease into the break, but there are some important items to check on before we go:

1. Heat! If you live in the areas of the country where it gets cold - make sure the heat isn't set too low, or turned off while you are gone. Set the thermostat to at least 55 degrees, maybe even a little higher if you get bitter cold weather. You definitely want to avoid having frozen pipes. If you are a

property manager that's on the ball, you will likely check apartments during this time to make sure the temps are set right. It doesn't hurt to check these apartments a couple of times during break just in case a tenant came back for New Year's and turned the heat off again upon leaving.

2. Holiday decorations! Make sure the decorations are unplugged while you're away. If you have a live Christmas tree you may want to get rid of this before you leave - or at least water it well and make sure it is away from any heat source and unplugged.

3. Housing for next year! If you haven't

already secured/renewed a place for next year - you may soon miss out on the best places. You have no doubt been receiving notices since October that it is time to renew. After January, it becomes more difficult to find the prime location for next year to accommodate you and your friend's needs.

4. Heating systems! Make sure the heating system is in proper operating condition. If you are a property manager, make sure you follow the local codes and manufacturer's instructions on maintenance. Typically, these systems



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require an annual inspection and maintenance to ensure the ideal operating conditions.

5. Candles! The winter months bring an increase to candle fires. December is the peak month for candle fires and Christmas Day is the peak day. Be careful!

Extra credit! I am sure everyone checks your smoke and carbon monoxide alarms every month, right. But, just in case you forgot - check the alarms upon your return from break.

Have a great holiday season, and see you next year!

*Tim*

Tim Knisely is on the Board of Directors for The Center and the Senior Fire Inspector for the Centre Region Code Administration in State College, PA.

In this position he manages the Existing Structures Division that administers the fire and property maintenance code in all existing commercial and residential rental properties, and coordinates the life safety education for the community including off-campus and Greek housing.

Tim has been active with The Center for Campus Fire Safety since its inception and served as treasurer from 2007 to 2010.

He is a frequent presenter at Campus Fire Forum, an instructor for the Fire-Wise Campus program and served as project manager for Campus Fire Data.



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