

Maintaining County Buildings

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MOPERM Member Services Manager

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Storm Damage

Storm damage is one of the leading causes of loss to property in Missouri. Although we cannot control the weather, we can help mitigate damages by being proactive.

Before the Storm

- Check for trees near buildings that could fall and cause damage
- Don't forget ballpark fences
- Keep gutters clean
- Ensure water doesn't pool near buildings foundation

After the storm

- Be observant
- Check for missing shingles from roofs
- Evaluate siding for damage
- Take precautions to prevent further damage



Protecting Property for Winter

- ▶ Winterize outdoor faucets/spigots and irrigation lines
- ▶ Insulate or heat exposed waterlines
- ▶ Have all heating systems checked yearly
- ▶ Ensure all exterior exits and entries are kept clear of snow and ice
- ▶ Mop up snow/water on floors at interior entrances
- ▶ Parking lots and sidewalks kept clear of snow/ice
- ▶ Clear gutters and downspouts of debris

General Building Maintenance

- ▶ Install handrails on any stairs that are more than four risers
- ▶ Maintain all handrails
- ▶ Inspect fire extinguishers monthly and verify clear access
- ▶ Confirm all exit signs are properly illuminated
- ▶ Evacuation plans listed at every door
- ▶ Maintain and test fire alarms/carbon monoxide detectors at least annually
- ▶ Verify any and all sprinkler heads are in working order

General Building Maintenance Continued

- ▶ Seal and/or repair all cracks in parking lots and sidewalks
- ▶ Inspect and maintain all outdoor lighting
- ▶ First aid kits properly filled and maintained
- ▶ Inspect that electrical outlets are not overused with too many plugs and the receptacles are not broken or uncovered

Vacant Buildings

Vacant buildings pose a large risk to any entity.

- ▶ No trespassing signage
- ▶ Inspect regularly
- ▶ Maintain property



Slips, Trips and Falls

More than one million people visit the Emergency Room every year for injuries due to slip and fall accidents. The average cost of medical expenses for these accidents is between \$30,000 - \$40,000.



- ▶ Establish a program for regular inspections and clean up
- ▶ Use rugs in proper areas and maintain them regularly
- ▶ Have an incident report and document all accidents. Include witness names and contact information, photographs of the scene and collect statements of all parties as soon as possible
- ▶ Use signage when appropriate
- ▶ Ensure that all areas are free of standing water, ice, trash and other debris
- ▶ Maintain all parking lots, curbs and sidewalks to ensure that they are free of cracks and other hazards.

Valuations

- ▶ Verify that ALL buildings and their contents are insured to 100% of their value
- ▶ Review your schedules of coverage annually
- ▶ Assess that all building descriptions are accurate and properly described

Questions?

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