



METZ EVS



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## **Metz EVS Monthly Operations Report**

February 2024

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# Riverside School District



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# General Updates

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- 50 Work orders completed
- John Deere X595 front end rebuilt
- Pothole patching at the Storrs St entrance
- Took delivery and assembled a new treadmill at the Fieldhouse
- The perimeter door inspection is complete. We have identified 4 doors that need immediate replacement
- Set up for the Touchdown Club Banquet in the Auditorium and Cafeteria
- Set up for the Cheerleader Unit show

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# Maintenance – John Deere rebuild



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## Athletics – Unit show and Football Banquet



Vikings Football Banquet and  
Cheerleader Unit shows

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# Athletics – hurdle assembly



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# Maintenance

New sneeze guard  
hardware installed at West  
Elementary



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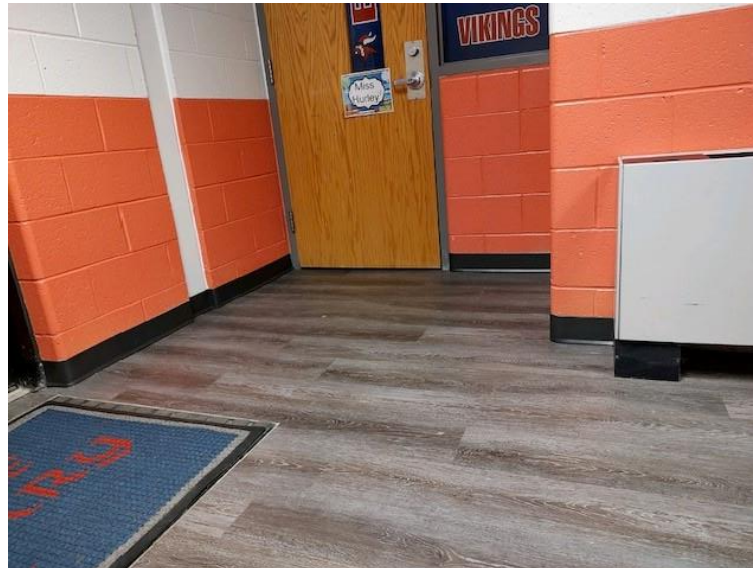
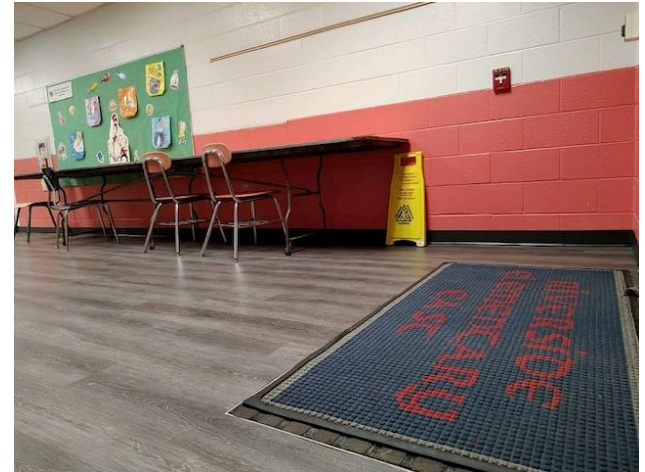


New safety disconnect  
installed in Mr Reifler's  
room in the wood shop



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# East – cove base install



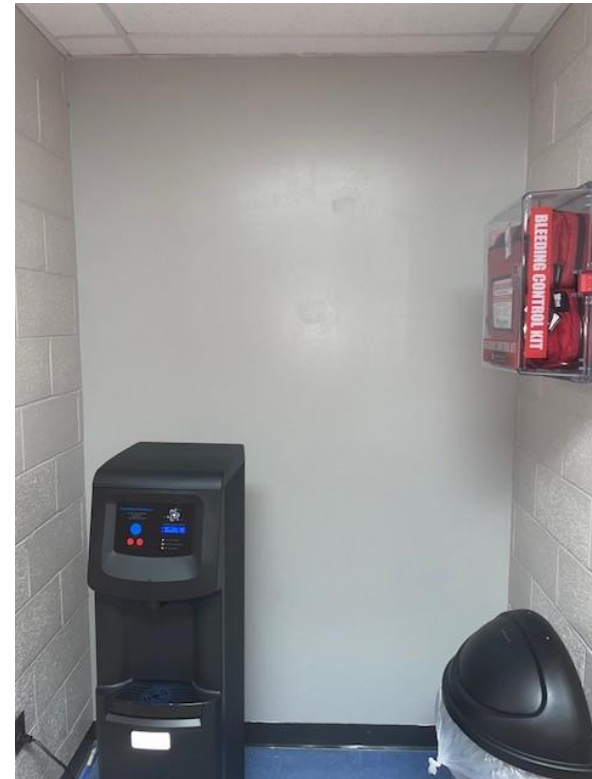
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# Hallway repairs



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# Basketball Banners



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# February Completed Work Orders

## Work Order Report - Riverside School District/Metz, Taylor PA

This sheet was generated on 02/28/2024.

Work Order #	Summary	Building	Area Name	Status	Closed By	Initiated By
1570	Replace/ install the service sink faucet in H/S mop/sink jr. hallway	Riverside High School	Boys Bathroom 200 Hall	Closed	Brian West	Brian West
1571	Replace the bottom plate, belt, and cord on the vacuum at West	Riverside Elementary West	Main Lobby	Closed	Brian West	Brian West
1572	Re-build the front axle on the John Deere x595	Riverside High School	Maintenance Garage	Closed	Brian West	Brian West
1574	Re-install thermostat in the special needs section at West	Riverside Elementary West	Administration Offices	Closed	Brian West	Brian West
1575	Install new water fountain and bottle filler at the Admin Bldg.	Riverside Elementary West	Administration Offices	Closed	Brian West	Brian West
1576	Repair the sneeze guard at West cafeteria	Riverside Elementary West	118 Kitchen	Closed	Brian West	Brian West
1577	Fix the vacuum for Ron's section, bag, belt, clean out tube	Riverside High School	210 Storage Room	Closed	Brian West	Brian West
1578	Replace ceiling tiles in hallway adjacent to the auditorium	Riverside High School	Melville Davis	Closed	Brian West	Brian West
1579	Re-hang the pictures outside of auditorium in the common area	Riverside High School	Main Lobby Common Area	Closed	Brian West	Brian West
1580	Fabricate an 8x8 piece of sheetmetal, 1 1/2" hole in center, 4 holes for tapcons	Riverside High School	Maintenance Garage	Closed	Brian West	Brian West
1581	Get 1 table and 2 chairs from the container and take to East	Riverside Elementary East	303 Classroom	Closed	Brian West	Brian West
1582	Boys room - middle stall isn't flushing. Replace flushometer	Riverside Elementary West	111 Boys Bathroom	Closed	Brian West	Brian West
1583	Fix the door on the mop/ sink room by room 133	Riverside Elementary West	Hallway Closet	Closed	Brian West	Brian West
1584	Fix broken desk in room 233	Riverside High School	233 Classroom	Closed	Brian West	Brian West
1585	Change wax ring in the boys, common area, handicapped stall	Riverside High School	Main Common Men Bathroom	Closed	Brian West	Brian West
1586	Replace the service sink faucet in the mop/sink room second floor	Riverside High School	214 Maintenance Room	Closed	Brian West	Brian West
1587	Boys locker room toilet needs snake, blocked.	Riverside High School	306 Boys Locker Room	Closed	Brian West	Brian West
1588	Hang: Sponsorship sign, senior banners, and team posters in the Main Gym	Riverside High School	300 Gymnasium	Closed	Brian West	Brian West
1589	Replace power pack in room 305 - lights	Riverside Elementary East	305 Classroom	Closed	Brian West	Brian West
1590	Replace the door closer on the boys restroom by 400 section	Riverside Elementary East	Men Bathroom Across from 405-A	Closed	Brian West	Brian West
1591	Replace the door closer on (the right side as you exit) door 4	Riverside High School	Main Lobby Common Area	Closed	Brian West	Brian West
1592	Take 4 folding tables to West, set up for 100 day celebration	Riverside Elementary West	Main Lobby	Closed	Brian West	Brian West
1593	Locate duct detector by LifeSkills, vacuum clean and wipe down sensor	Riverside High School	308 Classroom	Closed	Brian West	Brian West
1594	Replace the clocks in room 311, and the band room	Riverside High School	311 Art Room	Closed	Brian West	Brian West

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# February Completed Work Orders

1595	Fix both of the clocks in the main gym	Riverside High School	300 Gymnasium	Closed	Brian West	Brian West
1596	Change actuator and cartridge in BC#1 - feeds 119 and 121	Riverside Middle School	124 Storage Room	Closed	Brian West	Brian West
1597	Assemble cabinet for Mrs. Susko at East Elementary	Riverside Elementary East	201 School Offices	Closed	Brian West	Brian West
1598	Get dimensions of the Main gym at the high school	Riverside High School	300 Gymnasium	Closed	Brian West	Brian West
1599	Middle toilet won't flush - repair	Riverside Middle School	Boys Bathroom 100 Hallway	Closed	Brian West	Brian West
1600	Install cove base - pink hallway (100) section	Riverside Elementary East	103 Storage/Sprinkler Room	Closed	Brian West	Brian West
1601	Replace 3 ceiling tiles outside of the Auditorium	Riverside High School	Melville Davis Auditorium	Closed	Brian West	Brian West
1602	Assemble a new bleacher pendant to open and close the bleachers	Riverside High School	300 Gymnasium	Closed	Brian West	Brian West
1603	Replace blower motor in room 213	Riverside High School	213 Classroom	Closed	Brian West	Brian West
1604	Install new cove base at the walker door 100 section (pink)	Riverside Elementary East	103 Storage/Sprinkler Room	Closed	Brian West	Brian West
1605	Install a new carburetor and muffler on the snowblower	Riverside Elementary East	230 Maintenance Office	Closed	Brian West	Brian West
1606	Light fixture at the main entrance is hanging - re-install verify working	Riverside High School	Main Lobby Common Area	Closed	Brian West	Brian West
1607	Set up for Football Banquet - clear stage, set up cafeteria for 200, banners	Riverside High School	Cafeteria	Closed	Brian West	Brian West
1608	Room 233 - blower motor and bearing is making noise - troubleshoot and repair	Riverside High School	233 Classroom	Closed	Brian West	Brian West
1609	Hot water actuator/ cartridge needs repair (vav 15) pink hallway	Riverside Elementary East	125 Janitors Closet	Closed	Brian West	Brian West
1610	Lubricate all of the perimeter doors at the high school - adjust closers	Riverside High School	Main Lobby Common Area	Closed	Brian West	Brian West
1611	East Fire drill 2/8/24	Riverside Elementary East	Main Lobby	Closed	Brian West	Brian West
1612	Replace hot water actuator in BC1	Riverside Middle School	124 Storage Room	Closed	Brian West	Brian West
1613	Reset AHU 4 static pressure control at East	Riverside Elementary East	230 Maintenance Office	Closed	Brian West	Brian West
1614	Adjust the gate latch on the Genie lift	Riverside High School	Maintenance Garage	Closed	Brian West	Brian West
1615	Small office in library - clean out, spackle, prime, paint, cove base	Riverside Elementary East	Library	Closed	Brian West	Brian West
1616	Remove the refrigerator from the Nurse's office and take back to Walmart	Riverside Elementary East	205 Nurse	Closed	Brian West	Brian West
1617	Spackle, prime, and paint the wall in the Jr. hallway behind the water cooler	Riverside High School	234 MDF Room	Closed	Brian West	Brian West
1618	Fix the door in the boys lavatory - won't close	Riverside High School	306 Boys Locker Room	Closed	Brian West	Brian West
1619	Replace the beater bar and belt on the CleanMax at West	Riverside Elementary West	Maintenance Closet	Closed	Brian West	Brian West
1620	Assemble 20 hurdles for the Track Team	Riverside High School	Maintenance Garage	Closed	Brian West	Brian West



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# February Tasks Complete

## **Work History Report - Riverside School District/Metz, Taylor PA** **Report Created on March 1, 2024 at 5:41 PM**

Task Type	Building	Due Date	Category	Task Description	Task Completion
Regulatory Requirement	Multiple Buildings	2/29/2024	Ansul System	Ansul Systems: Clean hood filters (use dishwasher if appropriate)	Marked done on-time by Brian West
Regulatory Requirement	Multiple Buildings	2/29/2024	Ansul System	Ansul Systems: Owner's Inspection - Quick Check	Marked done on-time by Brian West
Regulatory Requirement	Multiple Buildings	2/29/2024	Detectors - Smoke	Detectors: Test battery operated smoke detectors	Marked done on-time by Brian West
Regulatory Requirement	Multiple Buildings	2/29/2024	Detectors - Smoke	Detectors: Test carbon monoxide detectors.	Marked done on-time by Brian West
Preventive Maintenance	Multiple Buildings	2/29/2024	Dishwashers - Commercial	Dishwashers: In-house Inspection	Marked done on-time by Brian West
Regulatory Requirement	Multiple Buildings	2/29/2024	Doors	Doors, Locks & Alarms: Corridor - Doors	Marked done on-time by Brian West
Regulatory Requirement	Multiple Buildings	2/29/2024	Doors	Doors, Locks & Alarms: Test operation of doors and locks.	Marked done on-time by Brian West
Regulatory Requirement	Multiple Buildings	2/29/2024	Elevators	Elevator: Firefighters' Emergency Operation Testing	Marked done on-time by Brian West
Regulatory Requirement	Multiple Buildings	2/29/2024	Emergency Lighting	Emergency Lighting: Check illumination of exit lighting and exit signs.	Marked done on-time by Brian West
Regulatory Requirement	Multiple Buildings	2/29/2024	Emergency Lighting	Emergency Lighting: Conduct a 30 second functional test.	Marked done on-time by Brian West
Regulatory Requirement	Multiple Buildings	2/29/2024	Fire Alarm System	Fire Alarm System: Conduct routine test of fire alarm system	Marked done on-time by Brian West
Regulatory Requirement	Multiple Buildings	2/29/2024	Fire Extinguishers	Fire Extinguishers: Check and initial fire extinguishers	Marked done on-time by Brian West
Regulatory Requirement	Multiple Buildings	2/29/2024	Fire Sprinkler System	Fire Sprinkler System: In-house inspection.	Marked done on-time by Brian West
Preventive Maintenance	Multiple Buildings	2/29/2024	Grease Traps	Grease Trap: Inspect grease trap	Marked done on-time by Brian West
Regulatory Requirement	Multiple Buildings	2/29/2024	Oxygen Systems	Oxygen Storage: Gas Equipment - Cylinder and Container Storage	Marked done on-time by Brian West
Preventive Maintenance	Multiple Buildings	2/29/2024	Roof	Roof: Regular maintenance and safety inspection.	Marked done on-time by Brian West
Loss Prevention	Multiple Buildings	2/29/2024	Safety Committee	Safety Committee: Conduct February Safety Committee Meeting	Marked done on-time by Brian West
Loss Prevention	Multiple Buildings	2/29/2024	Safety Committee	Safety Committee: Post the OSHA 300 A on February 1st	Marked done on-time by BWest
Preventive Maintenance	Multiple Buildings	2/29/2024	Vehicles	Vehicle Inspection: Safety inspection	Marked done on-time by BWest
Regulatory Requirement	Multiple Buildings	2/29/2024	Water Systems	Water Systems: Inspect eyewash stations.	Marked done on-time by BWest

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# February Tasks Complete

Regulatory Requirement	Multiple Buildings	2/24/2024	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	Marked done on-time by BWest
Regulatory Requirement	Multiple Buildings	2/24/2024	Emergency Generators	Emergency Power Generators: Visual inspection or exercise generator (with no load), perform routine checks, create entry in logbook.	Marked done on-time by BWest
Regulatory Requirement	Multiple Buildings	2/24/2024	Temperatures	Temperatures: Test and log air temperatures	Marked done on-time by BWest
Regulatory Requirement	Multiple Buildings	2/24/2024	Water Systems	Water Systems: Testing and Monitoring of Water Management Plan for Legionella	Marked done on-time by BWest
Regulatory Requirement	Multiple Buildings	2/24/2024	Temperatures	Water Temps: Test and log the hot water temperatures.	Marked done on-time by BWest
Regulatory Requirement	Multiple Buildings	2/17/2024	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	Marked done on-time by BWest
Regulatory Requirement	Multiple Buildings	2/17/2024	Emergency Generators	Emergency Power Generators: Visual inspection or exercise generator (with no load), perform routine checks, create entry in logbook.	Marked done on-time by BWest
Regulatory Requirement	Multiple Buildings	2/17/2024	Temperatures	Temperatures: Test and log air temperatures	Marked done on-time by BWest
Regulatory Requirement	Multiple Buildings	2/17/2024	Water Systems	Water Systems: Testing and Monitoring of Water Management Plan for Legionella	Marked done on-time by BWest
Regulatory Requirement	Multiple Buildings	2/17/2024	Temperatures	Water Temps: Test and log the hot water temperatures.	Marked done on-time by BWest
Regulatory Requirement	Multiple Buildings	2/10/2024	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	Marked done on-time by BWest
Regulatory Requirement	Multiple Buildings	2/10/2024	Emergency Generators	Emergency Power Generators: Visual inspection or exercise generator (with no load), perform routine checks, create entry in logbook.	Marked done on-time by BWest
Regulatory Requirement	Multiple Buildings	2/10/2024	Temperatures	Temperatures: Test and log air temperatures	Marked done on-time by BWest
Regulatory Requirement	Multiple Buildings	2/10/2024	Water Systems	Water Systems: Testing and Monitoring of Water Management Plan for Legionella	Marked done on-time by BWest
Regulatory Requirement	Multiple Buildings	2/10/2024	Temperatures	Water Temps: Test and log the hot water temperatures.	Marked done on-time by BWest

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# February Tasks Complete

Regulatory Requirement	Multiple Buildings	2/3/2024	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	Marked done on-time by BWest
Regulatory Requirement	Multiple Buildings	2/3/2024	Emergency Generators	Emergency Power Generators: Visual inspection or exercise generator (with no load), perform routine checks, create entry in logbook.	Marked done on-time by BWest
Regulatory Requirement	Multiple Buildings	2/3/2024	Temperatures	Temperatures: Test and log air temperatures	Marked done on-time by BWest
Regulatory Requirement	Multiple Buildings	2/3/2024	Water Systems	Water Systems: Testing and Monitoring of Water Management Plan for Legionella	Marked done on-time by BWest
Regulatory Requirement	Multiple Buildings	2/3/2024	Temperatures	Water Temps: Test and log the hot water temperatures.	Marked done on-time by BWest





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# Staffing

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- Maintenance A Techs –John Koytek, Mohamed Ganim, Joseph Gnall, Jon Skrzysowski, Chuck McKeel
- Maintenance C Techs (1<sup>st</sup> shift) – Rohni Ganim, Deaven McCoy, Jacob Anderson, Kevin Haggerty
- Evening Supervisor – Kayla Pacuilli
- Maintenance C Techs (2<sup>nd</sup> shift) – Danielle Paff, Donna Yatsko, Terri Jones, Ron Ochwat, Helene Czerw, Michelle Lokuta, Jaliza Chaplin, Miranda Wachilla, Amanda Bair, Thomas Fontaine, James Coleman, Kelly Fontaine, Matt Ellis

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# Scheduled Projects

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- Baseball field preparation
- Detailing the gymnasium for the hosting of the State playoff game
- Blood Drive
- Hearing Test
- Track and field set up
- Auditorium detain for Mean Girls play
- HVAC preventative maintenance districtwide

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# Employee Recognition

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- This month, I would like to recognize Mohamed Ganim. Mo has stepped up and provides safety to the students by performing the function of crossing guard. He has proved himself useful in many ways, by providing support in the high school in between his duties at the fieldhouse and Admin Bldg. He has assisted with snow removal, provide assistance to the faculty and his co-workers. The Fieldhouse is detailed 7 days a week and there is never a time he hasn't helped when asked. Please join me in congratulating Mohamed.

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