





#### **Metz EVS Monthly Operations Report**

January 2023

**Riverside School District** 



## **General Updates**

- 47 work Orders complete
- Installed 4 units to hang Drama Club costumes on the mezzanine in Mr. Geis' chorus room
- The entire District's quarterly preventative maintenance to include: filter change, belt inspection and change, greasing of the motors to the circulator pumps has been completed
- The union on the 2 ½ pipe that feeds the cafeteria has been replaced
- 6 door closers have been installed. A list is being compiled of the doors that will need to be changed
- The lighting in the Auxiliary gym has been repaired





#### Door closer install











# East trophy cases and kitchen faucet replacement









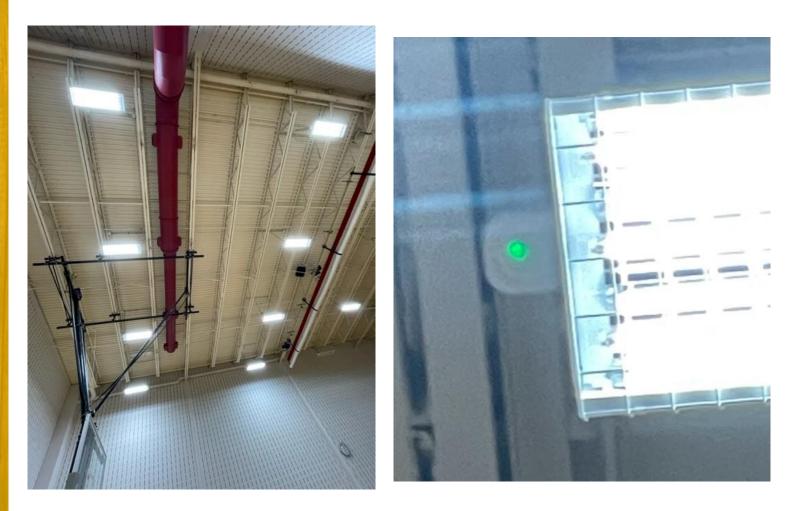
## **Marching Band stand**







# Auxiliary gym light and sensor replacement







### **Completed Work Orders**

#### Work Order Report - Riverside School District/Metz, Taylor PA This sheet was generated on 02/09/2023. Please use the TELS website to view the latest data.

Vork Order #	Summary	Description	Priority	Building	Area Type	Area Name	Status
925	Outlet power is dead - Gym cameras are down	The Gym Cameras are down at the high school	Critical	Riverside High School	Common	Gymnasium Storage	Closed
926	Get 12 reams of paper from unfinished area to	www.ac.me.night.scribol.	Medium	Riverside	Other	124 Storage	Closed
	the copier room		(HEDGER H	Middle	Collines.	Room	Charles
927	Remove the white board and screen from room		Medium	Riverside	Other	238 Classroom	Closed
	238. Take to unfinished area.		Conservation of	High School	and the second s		- Children
928	Set up the auditorium and cafeteria for the		Medium	Riverside	Other	Melville Davis	Closed
	annual football banquet.			High School		Auditorium	
929	Replace 3 ceiling tiles in East Faculty restroom		Medium	Riverside	Hallway	Women	Closed
	(ladies)			Elementary	Non-stress	Bathroom	
930	Hang 2 display cases in the Main Entrance at		Medium	Riverside	Common	Main Lobby	Closed
	East			Elementary	Area		
931	Replace 2 ceiling tiles in the main office at the		Medium	Riverside	Office	207	Closed
	high school			High School		Administration	
932	Replace (4)door closers at East, 1 in the 300, 1		Medium	Riverside	Common	101 Classroom	Closed
	men's faculty, 2 in 100			Elementary	Area	Allowing the second of	
933	Replace 2 door closers at high school 1 at Exit		Medium	Riverside	Other.	410 Band Room	Closed
	door 21, 1 at band room			High School			
934	Change hinge and fix the door to the faculty		Medium	Riverside	Nurses	Nursing Suite	Closed
1000	room at East		and and the	Elementary	Station	(Bridgering)	New York
935	Replace milk cooler gasket in köchen - Cafeteria		Medium	Riverside	Dietary	Kitchen	Closed
			Medium	Elementary Riverside	Exterior	outside grounds	Closed
936	Replace the light outside of the caletona		Medium	Elementary	EADERDE	outside grounds	Ciosec
	One of the second second barry and the barry to the		Medium	Riverside	Hallway	405	Closed
937	Secure cover on the tray return hole in the		anti-criterol	Elementary	( institution )	Multipurpose	010300
1000	cafeteria (Scott) Add refrigerant to walk-in freezer at East		Medium	Riverside	Dietary	Kitchen	Closed
938	Add reingerant to wak-in interter at case		Contraction of C	Elementary	and and a second second	diminet.	
0.20	Get 15 chairs from East storage and take to the		Medium	Riverside	Hallway	405	Closed
939	Admin Bldg			Elementary	and the second s	Multipurpose	
940	Replace the spray nozzle on the sink in the		Medium	Riverside	Dietary	Kitchen	Closed
2940	kitchen at East			Elementary			
941	Art Room - Tighten the wheel that moves the		Medium	Riverside	Other	310 Art Room	Closed
2941	cylinder on the slab roller			High School			
942	Replace fill and flapper valve in the Lifeskills		Medium	Riverside	Other	307	Closed
246	Room			High School		Family/Consume	
943	Get 15 reams of paper from unfinished and take		Medium	Riverside	Common	Main Lobby	Closed
043	to the Main Office			High School	Area	Common Area	





## **Completed Work Orders**

944	Install new faucet in the faculty sink in the Middle School		Medium	Riverside Middle		122 Faculty C Lounge	losed
945	Replace the smart board in room 233		Medium				Closed
946	Clean up area around the dumpster at East		Medium		Exterior	outside grounds	Closed
947	Fix the floor scrubber and take to West		Medium		Dietary	118 Kitchen	Closed
948	Elementary Clean the area around the Marching Band Stand		Medium		Other	Main Football Field	Closed
949	at the Stadium Install a new cover plate on the damaged plate		Medium	Riverside High School	Other	314 Auxiliary Gymnasium	Closed
950	In the Aux Gym Install 5 burnt out T5 light bulbs in Aux Gym.		Medium	Riverside High School	Other	314 Auxiliary Gymnasium	Closed
951	Replace 1 motion sensor. Put together 16 chairs and 1 couch at the Admin		Medium	Riverside High School	Office	207 Administration	Closed
952	Bidg Set up for RYBA tournament at East on 1/23 and	12 red, 12 blue, mixed	Medium	Riverside	Hallway	405 Multipurpose	Closed
953	1/27 Clean the return air vent in the Main gym	chairs around the edge of	Medium	Riverside High School	Other	300 Gymnasium	Closed
954	Burnish the main gym floor, detail the bleachers,		Medium	Riverside High School	Other	300 Gymnasium	Closed
955	clean floor between the gyms Replace the handle on locker # 857		Medium	Riverside	Mechanical	100 Mechanical Room	Closed
956	Repair Mr. Geis' door. Won't secure.		Medium	Riverside	Other	507 Industrial Ar Room	t Closed
957	Change 4 ceiling tiles in the ladies faculty		Medium	High School Riverside	Hallway	Girls Bathroom Beside 120	Closed
958	bathroom at East Remove filing cabinet from the Science room in		Medium	Elementary Riverside	Other	121 Classroom	Closed
959	the Middle school. Bring the fountains online in the boy's and girl's		Medium	Middle Riverside	Hallway	306 Boys Locke	Closed
960	locker room fountains Install new cutting edge on the Kubota auger		Medium	High School Riverside	Other	Maintenance	Closed
	Change spud on girls restroom by 300 section		Medium	High Schoo Riverside	Hallway	Garage Giris Bathroom	Closed
961	The second s		Medium	Elementary Riverside	Common	Beside 330 Main Lobby	Closed
962	Repair the door hinges to the projection room		Medium	High School Riverside	Other	212 Library	Closed
963	Remove the (2) built-in display units from the Library. Take to Unfinished.		ALCONTRACTOR .	High School Riverside	Other	319 Science	Closed
964	Change out the hand sanitizer station at room 319		Medium	High Schoo		Room	





### **Completed Work Orders**

965	Replace the bulbs in 3 light fixtures in the Aux		Medium	Riverside	Other	314 Auxiliary	Closed
	Gym			High School		Gymnasium	
966	Replace the motion sensor in (1) light fixture in		Medium	Riverside	Other	314 Auxiliary	Closed
	the Aux Gym			High School		Gymnasium	
680	Bathrooms in 505	The two bathrooms that	Medium	Riverside	Common	505 Classroom	Closed
		are located in room 505		Elementary	Area		
739	Drain board on dishwsher needs to be secured		Medium	Riverside	Dietary	Kitchen	Closed
	and caulked			Elementary			
776	Smartboard Relocation needed at East	Need to replace the	Medium	Riverside	Common	511 Classroom	Closed
		mounted smartboard in		Elementary	Area		
888	IDF data closet at West - Outlet with no Power	IDF closet at West -	Medium	Riverside	Common	Closet across	Closed
		across from Multi-		Flementary	Area	from Multi-	





#### **December Tasks Completed**

Desidentesi	Demoids Debaul Dist.	-		Monitoring of Water Management	
Regulatory	Riverside School Dist.	1/28/2023	Water Systems	Plan for Legionella Water Temps: Test and log the hot	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/28/2023	Temperatures	water temperatures. Dryer Vent: Complete In-House	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/21/2023	Dryer Vents	System Cleaning Emergency Power Generators. Exercise generator (with no load),	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/21/2023	Emergency Generators	perform routine checks, create entry in logbook. Temperatures. Test and log air	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/21/2023	Temperatures	temperatures Water Systems: Testing and	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/21/2023	Water Systems	Monitoring of Water Management Plan for Legionella Water Temps Test and log the hot	Marked done on-time by Brian West
Regulatory	Riverside School Dist	1/21/2023	Temperatures	water temperatures. Dryer Vent: Complete In-House	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/14/2023	Dryer Vents	System Cleaning Emergency Power Generators: Exercise generator (with no load), perform routine checks, create entry	Marked done on-time by Brian West
Regulatory	Riverside School Dist	1/14/2023	Emergency Generators	in logbook. Temperatures: Test and log air	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/14/2023	Temperatures	temperatures Water Systems: Testing and Monitoring of Water Management	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/14/2023	Water Systems	Plan for Legionella Water Temps: Test and log the hot	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/14/2023	Temperatures	water temperatures. Dryer Vent: Complete In-House	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/7/2023	Dryer Vents	System Cleaning Emergency Power Generators: Exercise generator (with no load), perform routine checks, create entry	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/7/2023	Emergency Generators	in logbook. Temperatures: Test and log air	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/7/2023	Temperatures	temperatures Water Systems: Testing and Monitoring of Water Management	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/7/2023	Water Systems	Plan for Legionella Water Temps: Test and log the hot	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/7/2023	Temperatures	water temperatures.	Marked done on-time by Brian West

Water Systems: Testing and





#### **December Tasks Completed**

#### Work History Report - Riverside School District/Metz, Taylor PA Report Created on February 9, 2023 at 11:54 AM

Task Type	Building	Due Date		Task Description Ansul Systems: Owner's Inspection -	Task Completion
Regulatory	Riverside School Dist.	1/31/2023	Ansul System	Quick Check Detectors: Test battery operated	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/31/2023	Detectors - Smoke	smoke detectors	Marked done on-time by Brian West
Preventive	Riverside School Dist.	1/31/2023	Dishwashers	Dishwashers: In-house Inspection Doors, Locks & Alarms: Corridor -	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/31/2023	Doors	Doors Doors, Locks & Alarms, Test	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/31/2023	Doors	operation of doors and locks. Elevator: Firefighters' Emergency	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/31/2023	Elevators	Operation Testing Emergency Lighting: Check Bumination of exit lighting and exit	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/31/2023	Emergency Lighting	signs. Emergency Lighting: Conduct a 30	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/31/2023	Emergency Lighting	second functional test. Fire Alarm System: Conduct routine	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/31/2023	Fire Alarm System	test of fire alarm system Fire Extinguishers: Check and initial	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/31/2023	Fire Extinguishers	fire extinguishers Fire Sprinkler System: In-house	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/31/2023	Fire Sprinkler System	inspection	Marked done on-time by Brian West
Preventive	Riverside School Dist.	1/31/2023	Grease Traps	Grease Trap: Inspect grease trap Oxygen Storage: Gas Equipment -	Marked done on-time by finan West
Regulatory	Riverside School Dist.	1/31/2023	Oxygen Systems	Cylinder and Container Slorage Roof: Regular maintenance and safety	Marked done on-time by Brian West
Preventive	Riverside School Dist.	1/31/2023	Roof	Inspection. Safety Committee: Conduct January	Marked done on-time by timan West
Loss Prevention	Riverside School Dist.	1/31/2023	Safety Committee	Safety Committee Meeting	Marked done on-time by Brian West
Preventive	Multiple Buildings	1/31/2023	Vehicles	Vehicle Inspection: Safety inspection Water Systems: Inspect eye wash	Marked done on-time by Brian West
Regulatory	Riverside School Dist	1/31/2023	Water Systems	stations. Dryer Vent: Complete In-House	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/28/2023	Dryer Vents	System Cleaning Emergency Power Generators: Exercise generator (with no load).	Marked done on-time by Brian West
Regulatory	Riverside School Dist	1/28/2023	Emergency Generators	perform routine checks, create entry in logbook Temperatures: Test and log air	Marked done on-time by Brian West
Regulatory	Riverside School Dist	1/28/2023	Temperatures	temperatures	Marked done on-time by Brian West





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Task Type	Building	Due Date	Category	Test D. La	
Desidates		10000	seregory	Task Description	Task Completion
Regulatory	Riverside School Dist	1/31/2023	Ansul System	Ansul Systems: Owner's Inspection - Quick Check	
Regulatory	Disperside Coloris		and the second	Detectors: Test battery operated	Marked done on-time by Brian West
Preventive	Riverside School Dist.		Detectors - Smoke	smoke detectors	Marked door of the second
	Riverside School Dist.	1/31/2023	Dishwashers	Dishwashers: In-house Inspection	Marked done on-time by Brian West Marked done on-time by Brian West
Regulatory	Riverside School Dist.	-	120000	Doors, Locks & Alarms: Corridor -	marked done on-ome by Brian West
COMPLETE A	Chine and a School Dist.	1/31/2023	Doors	Doors	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/31/2023		Doors, Locks & Alarms: Test	the second of the of the statest
and the second se	The same of the Dist	113112023	Doors	operation of doors and locks.	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/31/2023	Eleventere	Elevator: Firefighters' Emergency	
	and a second second	10112020	Elevators	Operation Testing	Marked done on-time by Brian West
				Emergency Lighting: Check	and the second
Regulatory	Riverside School Dist.	1/31/2023	Emergency Lighting	illumination of exit lighting and exit	
			energency cigrining	signs.	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/31/2023	Emergency Lighting	Emergency Lighting: Conduct a 30 second functional test.	
			mine Baual collimità	Fire Alarm System: Conduct routine	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/31/2023	Fire Alarm System	test of fire alarm system	Markad dana an Ima In Rive Music
and the second second			a second second second	Fire Extinguishers: Check and initial	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/31/2023	Fire Extinguishers	fire extinguishers	Marked done on-time by Brian West
-				Fire Sprinkler System: In-house	and ned out a circuit by brian west
Regulatory	Riverside School Dist.	1/31/2023	Fire Sprinkler System	inspection.	Marked done on-time by Brian West
Preventive	Riverside School Dist.	1/31/2023	Grease Traps	Grease Trap: Inspect grease trap	Marked done on-time by Brian West
Desidentes			020000000000000000000000000000000000000	Oxygen Storage: Gas Equipment -	
Regulatory	Riverside School Dist.	1/31/2023	Oxygen Systems	Cylinder and Container Storage	Marked done on-time by Brian West
Preventive	Riverside School Dist	1010000	Devel	Roof: Regular maintenance and safety	
1.16AGURAA	Riverside School Dist.	1/31/2023	Roof	inspection.	Marked done on-time by Brian West
Loss Prevention	Riverside School Dist.	1/31/2023	Safety Committee	Safety Committee: Conduct January	
CONST TOTOTOM	Nateralde School Dist.	113112023	Salety Committee	Safety Committee Meeting	Marked done on-time by Brian West
Preventive	Multiple Buildings	1/31/2023	Vehicles	Vehicle Inspection: Safety inspection	Marked done on-time by Brian West
		no na celo		Water Systems: Inspect eye wash	marked done on-ome by bhan west
Regulatory	Riverside School Dist.	1/31/2023	Water Systems	stations.	Marked done on-time by Brian West
and and a second se			Souther and the second second	Dryer Vent: Complete In-House	the of an of the of
Regulatory	Riverside School Dist.	1/28/2023	Dryer Vents		Marked done on-time by Brian West
100 - 12 K				Emergency Power Generators	
				Exercise generator (with no load);	
				perform routine checks, create entry	
Regulatory	Riverside School Dist.	1/28/2023	Emergency Generators		Marked done on-time by Brian West
				Temperatures: Test and log air	
Regulatory	Riverside School Dist.	1/28/2023	Temperatures	temperatures	Marked done on-time by Brian West





## **December Tasks Completed**

Water Systems: Testing and

				Monitoring of Water Management	
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## Staffing

- Maintenance A Techs Jason Bittenbender, Dave Arneil
- Maintenance B Techs Mohamed Ganim, John Koytek
- Maintenance C Techs (1<sup>st</sup> shift) Matt Wood, Rohni Ganim, Ed Harvey, Mykayliah Hevener
- Evening Supervisor Kayla Pacuilli
- Maintenance C Techs (2<sup>nd</sup> shift) Danielle Paff, Donna Yatsko, Helen Helbing, Jacob Anderson, Terri Jones, Ron Ochwat, Helene Czerw, Michelle Lokuta, Donald Sparacino, Jennifer Kempf, Jaliza Chaplin, Miranda Wachilla, Amanda Bair, Hollie Roscioli, Evan Kniolek





# **Scheduled Projects**

- Set up of the track and field equipment
- Baseball field Spring clean-up
- Install AED cabinets in East, West, Admin, the FieldHouse and the High School
- Complete the planter project and place them in front of the High School
- Have the military banners at the stadium repaired





## **Employee Recognition**

• This month, I would like to recognize Joseph Gnall. Joe has been with Metz since June of 2022. He has performed both interior and exterior maintenance on every building Districtwide. He utilizes his maintenance background assisting the staff perform difficult installs. His contributions on a weekly basis are immeasurable and is a terrific mentor to the younger, less experienced staff. Joe is a tremendous asset to Metz and Riverside School District.





## Brian West Director of Facilities (570)650-7403 bwest@riversidesd.com