



METZ EVS



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## **Metz EVS Monthly Operations Report**

May 2023

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# Riverside School District



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# General Updates

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- 36 Work Orders Completed
- The goalposts at the stadium have been scraped and repainted
- The Skolastic Commons are complete and a small punch list has been sent to the General Contractor
- The Elementary School concerts and Moosic Youth Center dance show are complete
- We have prepared 19 Varsity Baseball, Softball, JV, and JH fields for play
- The 3 year pressure test for the HS elevator

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# 3 Year Elevator Pressure Test

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TK Elevator  
5925 Tilghman Street, Suite 100  
Allentown, PA 18104

May 11, 2023

Riverside Jr/Sr High School  
310 Davis St.  
Taylor, Pa 18517

**Customer Name:** Riverside Jr/Sr High School  
**Unit Number:** US248488

This letter is to inform you that the **Three Year Pressure Test** was completed on 5/10/2023 for the above referenced location. If you receive a Deficiency Report from the State, please fax a copy of the State Deficiency Report to my attention at 866-768-9006 or email to me at [Allison.Davis@tkelevator.com](mailto:Allison.Davis@tkelevator.com)

If you have any questions, please do not hesitate to contact me.

Thank you,

*Allison Davis*

Allison Davis  
Service/Repair Coordinator

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# Track/ Field Pole Barn



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# Track/ Field Pole Barn

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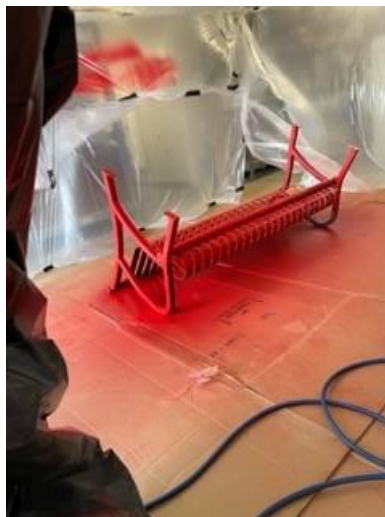


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# Stadium Bench Renovation



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# Maintenance Truck Repairs



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# West: Electric Ground Box Replacement



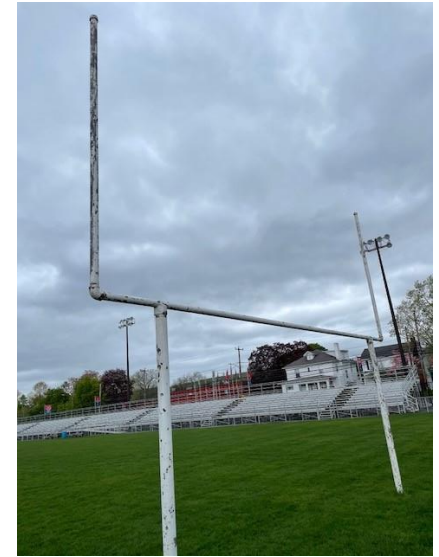
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# Stadium Goalpost Renovation



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# Completed Work Orders

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

Work Order #	Summary	Description	Building	Area Name	Requested By	Closed By
1111	Set up for "Meet the Candidates" event in the auditorium	4 tables, skirts, water, detail the auditorium	Riverside High School	Melville Davis Auditorium	Brian West	Brian West
1112	Set up for the 2nd grade show	Set up risers as far back as they will go. Detail the Auditorium	Riverside High School	Melville Davis Auditorium	Brian West	Brian West
1113	Post construction clean-up of the old library		Riverside High School	212 Library	Brian West	Brian West
1114	Replace the Emergency Exit sign in the boy's locker room		Riverside High School	306 Boys Locker Room	Brian West	Brian West
1115	Line the baseball fields for both boys and girls JH teams on 5/2 and 5/5		Riverside High School	Maintenance Garage	Brian West	Brian West
1116	Change the belt in the HVAC unit BC#6		Riverside High School	Guidance Office	Brian West	Brian West
1117	Set up main gym and aux gym for a Basketball Tournament on 5/6		Riverside High School	300 Gymnasium	Brian West	Brian West
1118	Get 3 of the black benches from the fieldhouse and take to the maint. garage		Riverside High School	Maintenance Garage	Brian West	Brian West
1119	Weld new legs onto the fieldhouse benches, scuff, and paint		Riverside High School	Maintenance Garage	Brian West	Brian West
1120	There is 6 boxes of furniture in the new library. Remove, set up, and dispose		Riverside High School	212 Library	Brian West	Brian West
1121	Put together 8 desk chairs for the new library		Riverside High School	212 Library	Brian West	Brian West
1122	Assemble 8 tables for the new library space		Riverside High School	212 Library	Brian West	Brian West
1123	Set up auditorium for 5th grade show. Risers and percussion equip. from East		Riverside Elementary East	403 Instrumental Music Room	Brian West	Brian West
1124	Cut and trim grass, districtwide		Riverside High School	Maintenance Garage	Brian West	Brian West
1125	Remove risers and band equipment from the stage and put away/ return to East		Riverside High School	Melville Davis Auditorium	Brian West	Brian West
1126	Pick up trash around exterior East Elementary and dispose of in the container		Riverside Elementary East	230 Maintenance Office	Brian West	Brian West
1127	Straighten the parking blocks at East Elementary at the main entrance		Riverside Elementary East	Main Lobby	Brian West	Brian West
1128	Set up for Fun Day at East. 10 tables, 5 extension cords, hose/ key, power		Riverside Elementary East	outside grounds	Brian West	Brian West
1129	Set up for West Elem. fun day. Power, hose, water, pick up sticks by the school		Riverside Elementary West	Exit Door 3	Brian West	Brian West

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# Completed Work Orders

1130	Clean up after West Fun Day.		Riverside Elementary West	Exit Door 3	Brian West	Brian West
1131	Pick up 2 gallons of Hearthrob red paint at Sherwin Williams for the bench proje		Riverside High School	Maintenance Garage	Brian West	Brian West
1132	Cut off rotted pieces of steel from the fieldhouse benches, weld new legs		Riverside High School	Maintenance Garage	Brian West	Brian West
1133	Set up for MYC Dance Show		Riverside High School	Melville Davis Auditorium	Brian West	Brian West
1134	Change out 2 failed LED modules at the new Admin Bldg		Riverside Elementary West	Administration Offices	Brian West	Brian West
1135	Install new rope/ flag/ state flag at West		Riverside Elementary West	Main Office	Brian West	Brian West
1136	Get 100' silt sock, and 70 tons of 2A modified for pole barn project		Riverside High School	Practice Football/Track Field	Brian West	Brian West
1137	Install new flag at the high school		Riverside High School	207 Administration Offices	Brian West	Brian West
1138	Set up for the mental health fair by the observatory	25 tables 50 chairs	Riverside High School	outside courtyard with Pond	Brian West	Brian West
1139	Set up for the Senior picnic	20 tables 70 chairs grill	Riverside High School	outside courtyard with Pond	Brian West	Brian West
1140	Replace faucet in Harcher's Kgarten room girls room		Riverside Elementary West	125 Classroom	Brian West	Brian West
1141	Assemble the new grill for the high school		Riverside High School	Maintenance Garage	Brian West	Brian West
1142	Clean-up after the Grease cast party in the Cafeteria		Riverside High School	Cafeteria	Brian West	Brian West
1143	Line the boys and girls fields for playoff games 5/23 and 5/24		Riverside High School	Maintenance Shop	Brian West	Brian West
1144	Clean up rocks and debris from the Electrical box install at West parking lot		Riverside Elementary West	118-B Storage Room	Brian West	Brian West
1145	Change flush valve in restroom in the new Autistic area at West		Riverside Elementary West	Administration Offices	Brian West	Brian West
1146	Change the flush valve in the girls room across from Dempsey		Riverside Elementary West	164 Rest Room	Brian West	Brian West



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# May Tasks Completed

## **Work History Report - Riverside School District/Metz, Taylor PA** *Report Created on June 16, 2023 at 11:39 AM*

Task Type	Building	Due Date	Category	Task Description	Task Completion
Regulatory Requirement	Riverside School District	5/31/2023	Ansul System	Ansul Systems: Clean hood filters (use dishwasher if appropriate)	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	5/31/2023	Ansul System	Ansul Systems: Owner's Inspection - Quick Check	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	5/31/2023	Detectors - Smoke	Detectors: Test battery operated smoke detectors	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	5/31/2023	Detectors - Smoke	Detectors: Test carbon monoxide detectors.	Marked done on-time by Brian West
Preventive Maintenance	Riverside School District	5/31/2023	Dishwashers	Dishwashers: In-house Inspection	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	5/31/2023	Doors	Doors, Locks & Alarms: Corridor - Doors	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	5/31/2023	Doors	Doors, Locks & Alarms: Test operation of doors and locks.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	5/31/2023	Elevators	Elevator: Firefighters' Emergency Operation Testing	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	5/31/2023	Emergency Lighting	Emergency Lighting: Check illumination of exit lighting and exit signs.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	5/31/2023	Emergency Lighting	Emergency Lighting: Conduct a 30 second functional test.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	5/31/2023	Fire Alarm System	Fire Alarm System: Conduct routine test of fire alarm system	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	5/31/2023	Fire Extinguishers	Fire Extinguishers: Check and initial fire extinguishers	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	5/31/2023	Fire Sprinkler System	Fire Sprinkler System: In-house inspection.	Marked done on-time by Brian West
Preventive Maintenance	Riverside School District	5/31/2023	Grease Traps	Grease Trap: Inspect grease trap	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	5/31/2023	Oxygen Systems	Oxygen Storage: Gas Equipment - Cylinder and Container Storage	Marked done on-time by Brian West
Preventive Maintenance	Riverside School District	5/31/2023	Roof	Roof: Regular maintenance and safety inspection.	Marked done on-time by Brian West
Loss Prevention	Riverside School District	5/31/2023	Safety Committee	Safety Committee: Conduct May Safety Committee Meeting	Marked done on-time by Brian West
Loss Prevention	Riverside School District	5/31/2023	Safety Committee	Safety Committee: Take down the OSHA 300 A on May 1st	Marked done on-time by Brian West





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# May Tasks Completed

Preventive Maintenance	Riverside School District	5/31/2023	Vehicles	Vehicle Inspection: Safety inspection	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	5/31/2023	Water Systems	Water Systems: Inspect eyewash stations.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	5/27/2023	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	5/27/2023	Emergency Power	Emergency Power Generators: Exercise generator (with no load), perform routine checks, create entry in logbook.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	5/27/2023	Temperatures	Temperatures: Test and log air temperatures	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	5/27/2023	Water Systems	Water Systems: Testing and Monitoring of Water Management Plan for Legionella	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	5/27/2023	Temperatures	Water Temps: Test and log the hot water temperatures.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	5/20/2023	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	Marked done on-time by Brian West
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Regulatory Requirement	Riverside School District	5/6/2023	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	5/6/2023	Emergency Power	Emergency Power Generators: Exercise generator (with no load), perform routine checks, create entry in logbook.	
Regulatory Requirement	Riverside School District	5/6/2023	Temperatures	Temperatures: Test and log air temperatures	
Regulatory Requirement	Riverside School District	5/6/2023	Water Systems	Water Systems: Testing and Monitoring of Water Management Plan for Legionella	
Regulatory Requirement	Riverside School District	5/6/2023	Temperatures	Water Temps: Test and log the hot water temperatures.	





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# Staffing

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- Maintenance A Techs – Dave Arneil
- Maintenance B Techs – Mohamed Ganim, John Koytek, Joseph Gnall
- Maintenance C Techs (1<sup>st</sup> shift) – Rohni Ganim, Mykaylia Hevener
- Evening Supervisor – Kayla Pacuilli
- Maintenance C Techs (2<sup>nd</sup> shift) – Danielle Paff, Donna Yatsko, Helen Helbing, Terri Jones, Ron Ochwat, Helene Czerw, Michelle Lokuta, Donald Sparacino, Jennifer Kempf, Jaliza Chaplin, Miranda Wachilla, Amanda Bair, Hollie Roscioli, Evan Kniolek, Thomas Fontaine, Liz Mercado, Gerard McGrath

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# Scheduled Projects

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- Kindergarten Graduation
- High School Graduation
- Class Day
- Senior Picnic
- VHV Festival
- HVAC Preventative Maintenance
- Aavidum Mental Health Awareness Day
- Summer Cleaning
- Courtyard Renovation
- Football Practice Field Layout

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# Employee Recognition

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- This month, I would like to recognize John Koytek. John was instrumental in completing the bench renovation project and the replacement of the truck panel along with completing his daily assigned tasks along with helping acclimate Jon Skrzysowski to his new position with Metz and instructing Thomas on stripping and waxing floors. Congratulations John on being chosen for Metz's May Employee of the Month for Riverside School District.

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Brian West  
Director of Facilities  
(570)650-7403  
[bwest@riversidesd.com](mailto:bwest@riversidesd.com)