



METZ EVS



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Metz EVS Monthly Operations Report

January 2024

Riverside School District



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General Updates

- 48 Work orders completed
- East Elementary received new vinyl plank flooring
- A new Insinkerator was installed at West Elementary
- The chilled water pipes at East have been wrapped with new insulation
- 2 blower motors have been replaced at the fieldhouse
- RYBA host week at East and the High School

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West Elementary – New Insinkerator install

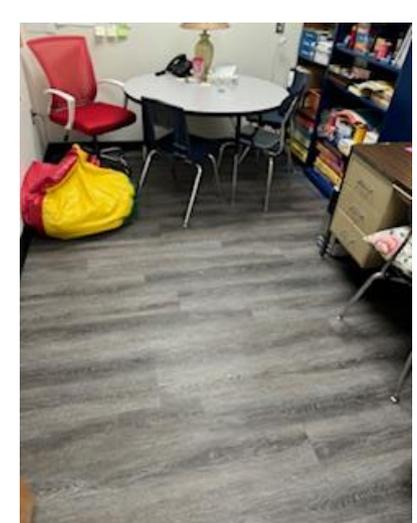
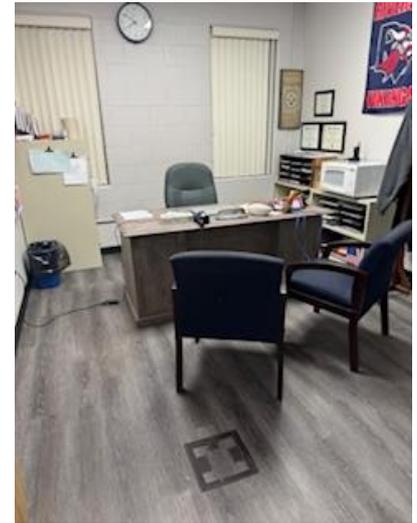


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East – New Flooring Installed



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East Elementary – Fresh air intake repairs



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East Elementary – Insulation Repairs



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January Completed Work Orders

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

Work Order #	Summary	Building	Area Type	Area Name	Status	Closed By	Initiated By
1522	Replace blower motor at fieldhouse - by entrance double doors	Riverside High School	Other	Main Football Field Training Room	Closed	Brian West	Brian West
1523	Repair insulation in the ceiling - hallway/ team locker room at fieldhouse	Riverside High School	Other	Main Football Field Training Room	Closed	Brian West	Brian West
1524	Put the front office section back together after flooring is replaced	Riverside Elementary	Common Area	Main Lobby	Closed	Brian West	Brian West
1525	Fix the broken drawer on the East Elementary Principal's desk	Riverside Elementary	Common Area	201 School Offices	Closed	Brian West	Brian West
1526	Power wash the fence around the chillers at East	Riverside Elementary	Exterior	outside grounds	Closed	Brian West	Brian West
1527	Detail the classrooms over the holiday break	Riverside Elementary	Common Area	Main Entrance	Closed	Brian West	Brian West
1528	Power wash/ scrub restrooms over the holiday break	Riverside Elementary	Common Area	Main Lobby	Closed	Brian West	Brian West
1529	Repair desk at East front offices	Riverside Elementary	Common Area	201 School Offices	Closed	Brian West	Brian West
1530	Replace the clock in room 217 in high school	Riverside High School	Other	217 Classroom	Closed	Brian West	Brian West
1531	Replace (2) toilet seats in the women's faculty by the auditorium	Riverside High School	Other	Melville Davis Auditorium	Closed	Brian West	Brian West
1532	Take the fire extinguisher to the Marching Band Stand and install	Riverside High School	Other	Main Football Field	Closed	Brian West	Brian West
1533	Inspect and repair the fire extinguisher covers in the high school	Riverside High School	Common Area	Main Lobby Common Area	Closed	Brian West	Brian West
1534	Fog light burned out on the 2500. Replace both	Riverside High School	Other	Maintenance Garage	Closed	Brian West	Brian West
1535	Replace the spot light to LED on the commercial spreader	Riverside High School	Other	Maintenance Garage	Closed	Brian West	Brian West
1536	Fix or replace the actuator on the HVAC unit in the 7th grade stairwell	Riverside High School	Other	Stairwell Outside of Room 215	Closed	Brian West	Brian West
1537	Replace the ceiling tiles outside of the girls restroom - middle school	Riverside Middle	Hallway	Girls Bathroom 100 Hall	Closed	Brian West	Brian West
1538	Outlet cover needed in the boys locker room (by urinal)	Riverside High School	Hallway	306 Boys Locker Room	Closed	Brian West	Brian West
1539	Install a new nano-filter on the Tennant T-500	Riverside High School	Other	Maintenance Garage	Closed	Brian West	Brian West
1540	Get 15 chairs from the Skolastic Commons and take to admin bldg for meeting	Riverside Elementary	Office	Administration Offices	Closed	Brian West	Brian West
1541	Repair fire extinguisher covers in the high school - tighten/ bend/ replace	Riverside High School	Common Area	Main Lobby Common Area	Closed	Brian West	Brian West



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January Completed Work Orders

1542	Replace the drain valve in AHU#10	Riverside Elementary Area	Common	230 Maintenance Office	Closed	Brian West	Brian West
1543	Replace the flush valve - first faculty bathroom on the right	Riverside Elementary	Hallway	160 Rest Room	Closed	Brian West	Brian West
1544	Remove (2) Christmas Trees from West	Riverside Elementary Area	Common	Main Lobby	Closed	Brian West	Brian West
1545	Remove 15' Christmas Tree from East Lobby	Riverside Elementary Area	Common	Main Lobby	Closed	Brian West	Brian West
1546	Apply window caulk to the window in room 112	Riverside Elementary Area	Common	112 Classroom	Closed	Brian West	Brian West
1547	Torch out the broken standard in the turnabout at East	Riverside Elementary	Exterior	outside grounds	Closed	Brian West	Brian West
1548	Set up the collapsible screen in the auditorium.	Riverside High School	Other	Melville Davis Auditorium	Closed	Brian West	Brian West
1549	Remove the small refrigerator and table from the Nurse's office, install new one	Riverside High School	Nurses Station	204 School Nurse	Closed	Brian West	Brian West
1550	Replace the spud and flushometer - 2nd stall girls room across from rm.154	Riverside Elementary	Other	Closet Across from room 154	Closed	Brian West	Brian West
1551	Replace the ceiling tiles in the hallway adjacent to the auditorium	Riverside High School	Other	Melville Davis Auditorium	Closed	Brian West	Brian West
1552	Apply roofing material and sealer to the anchor bar on the roof (30' HS)	Riverside High School	Other	Roof	Closed	Brian West	Brian West
1553	Repair the caulk on the maintenance garage roof	Riverside High School	Other	Maintenance Garage	Closed	Brian West	Brian West
1554	Change the faucet in the restroom in the kitchen (women's room)	Riverside High School	Other	Cafeteria	Closed	Brian West	Brian West
1555	Repair roof leak at West by Wincovich	Riverside Elementary	Other	140 Classroom	Closed	Brian West	Brian West
1556	Repair leak in the air handler above the office (1/4 turn ball valve)	Riverside Elementary Area	Common	230 Maintenance Office	Closed	Brian West	Brian West
1557	Repair roof leak at East in the yellow hallway	Riverside Elementary Area	Common	304 Classroom	Closed	Brian West	Brian West
1558	Insulate 6 chilled water pipes on the air handlers AHU 3,10,6,7,8	Riverside Elementary Area	Common	230 Maintenance Office	Closed	Brian West	Brian West
1559	Replace the power pack for the lights in the middle of Skolastic Commons	Riverside High School	Other	212 Library	Closed	Brian West	Brian West
1560	The Insinkerator at West isn't running, diagnose for repairs/ replacement	Riverside Elementary	Dietary	118 Kitchen	Closed	Brian West	Brian West
1561	Straighten the sign standard at East Elementary	Riverside Elementary	Exterior	outside grounds	Closed	Brian West	Brian West
1562	Replace flushometer, handle, and vacuum breaker in West faculty bathroom	Riverside Elementary	Other	162 Faculty Room	Closed	Brian West	Brian West

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January Completed Work Orders

1563	Re-install the outside air damper hood that services the 100 section	Riverside Elementary	Exterior	outside grounds	Closed	Brian West	Brian West
1564	Set up East multipurpose room for the PTA meeting on 1/17	Riverside Elementary	Hallway	405 Multipurpose Room	Closed	Brian West	Brian West
1565	Set up East Elementary multipurpose for a Spelling Bee	Riverside Elementary	Hallway	405 Multipurpose Room	Closed	Brian West	Brian West
1566	Raise the legs and get an adult chair for the student teacher in room 154	Riverside Elementary	Other	154 Classroom	Closed	Brian West	Brian West
1567	Empty the blocker drain in the hot water heater at the fieldhouse	Riverside High School	Other	Maintenance Locker/Bathroom	Closed	Brian West	Brian West
1568	Replace the ceiling tile above Reba's desk at Admin	Riverside Elementary	Office	Administration Offices	Closed	Brian West	Brian West
1569	Remove essential replacement parts from the Aerco boiler at East	Riverside Elementary	Common Area	230 Maintenance Office	Closed	Brian West	Brian West



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January Tasks Complete

Work History Report - Riverside School District/Metz, Taylor PA

Report Created on January 29, 2024 at 8:08 AM

Task Type	Building	Due Date	Category	Task Description	Task Completion
Regulatory	Riverside School Dist.	1/31/2024	Ansul System	Ansul Systems: Owner's Inspection - Quick	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/31/2024	Detectors - Smoke	Detectors: Test battery operated smoke	Marked done on-time by Brian West
Preventive	Riverside School Dist.	1/31/2024	Dishwashers - Comm.	Dishwashers: In-house Inspection	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/31/2024	Doors	Doors, Locks & Alarms: Corridor - Doors	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/31/2024	Doors	Doors, Locks & Alarms: Test operation of	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/31/2024	Elevators	Elevator: Firefighters' Emergency Operation	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/31/2024	Emergency Lighting	Emergency Lighting: Check illumination of	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/31/2024	Emergency Lighting	Emergency Lighting: Conduct a 30 second	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/31/2024	Fire Alarm System	Fire Alarm System: Conduct routine test of	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/31/2024	Fire Extinguishers	Fire Extinguishers: Check and initial fire	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/31/2024	Fire Sprinkler System	Fire Sprinkler System: In-house inspection.	Marked done on-time by Brian West
Preventive	Riverside School Dist.	1/31/2024	Grease Traps	Grease Trap: Inspect grease trap	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/31/2024	Oxygen Systems	Oxygen Storage: Gas Equipment - Cylinder	Marked done on-time by Brian West
Preventive	Riverside School Dist.	1/31/2024	Roof	Roof: Regular maintenance and safety	Marked done on-time by Brian West
Loss Prevention	Riverside School Dist.	1/31/2024	Safety Committee	Safety Committee: Conduct January Safety	Marked done on-time by Brian West
Preventive	Riverside School Dist.	1/31/2024	Vehicles	Vehicle Inspection: Safety inspection	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/31/2024	Water Systems	Water Systems: Inspect eyewash stations.	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/27/2024	Dryer Vents	Dryer Vent: Complete In-House System	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/27/2024	Emergency Generators	Emergency Power Generators: Visual inspection or exercise generator (with no load), perform routine checks, create entry in	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/27/2024	Temperatures	Temperatures: Test and log air temperatures	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/27/2024	Water Systems	Water Systems: Testing and Monitoring of	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/27/2024	Temperatures	Water Management Plan for Legionella	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/20/2024	Dryer Vents	Water Temps: Test and log the hot water	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/20/2024	Emergency Generators	Dryer Vent: Complete In-House System	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/20/2024	Temperatures	Emergency Power Generators: Visual inspection or exercise generator (with no load), perform routine checks, create entry in	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/20/2024	Temperatures	Temperatures: Test and log air temperatures	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/20/2024	Water Systems	Water Systems: Testing and Monitoring of	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/20/2024	Temperatures	Water Management Plan for Legionella	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/13/2024	Dryer Vents	Water Temps: Test and log the hot water	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/13/2024	Emergency Generators	Dryer Vent: Complete In-House System	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/13/2024	Temperatures	Emergency Power Generators: Visual inspection or exercise generator (with no load), perform routine checks, create entry in	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/13/2024	Temperatures	Temperatures: Test and log air temperatures	Marked done on-time by Brian West



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January Tasks Complete

Regulatory	Riverside School Dist.	1/13/2024	Water Systems	Water Systems: Testing and Monitoring of	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/13/2024	Temperatures	Water Management Plan for Legionella	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/6/2024	Dryer Vents	Water Temps: Test and log the hot water	Marked done on-time by Brian West
				Dryer Vent: Complete In-House System	Marked done on-time by Brian West
				Emergency Power Generators: Visual	
Regulatory	Riverside School Dist.	1/6/2024	Emergency Generators	inspection or exercise generator (with no	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/6/2024	Temperatures	load), perform routine checks, create entry in	Marked done on-time by Brian West
				Temperatures: Test and log air temperatures	Marked done on-time by Brian West
				Water Systems: Testing and Monitoring of	
Regulatory	Riverside School Dist.	1/6/2024	Water Systems	Water Management Plan for Legionella	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	1/6/2024	Temperatures	Water Temps: Test and log the hot water	Marked done on-time by Brian West



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Staffing

- Maintenance A Techs –John Koytek, Mohamed Ganim, Joseph Gnall, Jon Skrzysowski, Chuck McKeel
- Maintenance C Techs (1st shift) – Rohni Ganim, Deaven McCoy, Jacob Anderson, Kevin Haggerty
- Evening Supervisor – Kayla Pacuilli
- Maintenance C Techs (2nd 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

- Re-build the front end on the John Deere x595
- Pothole patching
- Delivery of a new treadmill for the fieldhouse
- Perimeter door inspection for replacement



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Employee Recognition

- This month, I would like to recognize Donna Yatsko. Donna is a part-time employee who has been with Metz and just celebrated her 1 year anniversary. Along with completing her assigned area, she has worked beyond her scheduled work times to cover for call-offs and assist with clean-up after basketball games. She consistently exceeds expectations and her level of cleanliness in her classrooms is well above the line. We can always count on her being punctual and consistent with her work schedule. Please join me in congratulating Donna on being the employee of the month for January.

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