



METZ EVS



Metz

ENVIRONMENTAL SERVICES

Metz EVS Monthly Operations Report

December 2022

Riverside School District



METZ EVS

General Updates

- 47 work Orders complete
- Cleanup of the busted unit heater was completed from 12/25/2022 to 1/02/2023. ServePro was onsite to assist with air movers and dehumidifiers. An air quality test was completed and came back well below the necessary threshold, the school was ready to go when the students came back from winter break
- We have installed a new fire hydrant at West Elementary
- The holiday shows were held at the High School
- The smart board relocation is complete at East Elementary
- New heaters have been installed in the men's and ladies room at the fieldhouse

Metz
ENVIRONMENTAL SERVICES



METZ EVS

West Elementary fire hydrant install



Metz
ENVIRONMENTAL SERVICES



METZ EVS

New Unit heaters at the Fieldhouse restrooms



Metz
ENVIRONMENTAL SERVICES



METZ EVS



New projector
and screen in the
band room at the
High School

New slide assembled for
the Autistic Support Staff at
West Elementary



Metz
ENVIRONMENTAL SERVICES



METZ EVS

Rooms cleaned after the flood



Metz
ENVIRONMENTAL SERVICES



METZ EVS

Completed Work Orders

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

This sheet was generated on 01/12/2023. Please use the TELS website to view the latest data.

Work Order #	Summary	Description	Building	Area Name	Closed By	Initiated By
862	Chair Setups In Cafegymnasium	We need the chairs set up on the following dates	Riverside Elementary	405-A	Brian West	Dave Walsh
863	Mount projector and screen in the HS bandroom	Please mount a projector and Screen in the HS	Riverside High School	410 Band Room	Brian West	Barb Chisdock
883	Replace 3way heat actuator in room 121		Riverside Middle	121 Classroom	Brian West	Brian West
884	Replace 2-way cartridge and actuator in room 231		Riverside High School	231 Classroom	Brian West	Brian West
885	Replace 3-way cartridge and actuator in boys locker room		Riverside High School	306 Boys Locker Room	Brian West	Brian West
886	Replace 3-way cartridge and actuator heat in girls locker room		Riverside High School	305 Girls Locker Room	Brian West	Brian West
887	Replace 3-way cartridge and actuator in girls team room		Riverside High School	305 Girls Locker Room	Brian West	Brian West
889	Set up for National Honor Society Induction Ceremony		Riverside High School	Melville Davis Auditorium	Brian West	Brian West
890	Set up for Dancing Dreams dance show in the Auditorium		Riverside High School	Melville Davis Auditorium	Brian West	Brian West
891	Set up for BINGO in the East Cafagymnasium 20 tables 6 chairs/ table		Riverside Elementary	405 Multipurpose	Brian West	Brian West
892	Set up for 3rd grade RSD holiday show in the auditorium		Riverside High School	Melville Davis Auditorium	Brian West	Brian West
893	Set up for the 4th grade RSD holiday show in the auditorium		Riverside High School	Melville Davis Auditorium	Brian West	Brian West
894	Set up for Breakfast with Santa		Riverside High School	Cafeteria	Brian West	Brian West
895	Set up for PTA meetings at East Multipurpose Room 9/29, 10/27, 11/16, 12/14		Riverside Elementary	405 Multipurpose	Brian West	Brian West
896	Pick up 20 tables from Gaughan Auto and take to East Elementary		Riverside Elementary	405 Multipurpose	Brian West	Brian West
897	Run 300' of 6 gauge bx cable for new heaters at the fieldhouse restrooms		Riverside High School	Main Football Field Training	Brian West	Brian West
898	Replace board on the bottom of the bleachers in the main gymnasium		Riverside High School	Gymnasium Storage	Brian West	Brian West
899	Clean and paint Room 222		Riverside High School	222 Classroom	Brian West	Brian West
900	Take down risers in the Auditorium and set up band risers		Riverside High School	Melville Davis Auditorium	Brian West	Brian West
901	Move chalk board and 3 band stands from the H/S music room to East		Riverside High School	410 Band Room	Brian West	Brian West
902	Repair drywall in the Special Education Room - Ynglemo		Riverside High School	218 Classroom	Brian West	Brian West

Metz
ENVIRONMENTAL SERVICES



METZ EVS

Completed Work Orders

903	Straighten stop sign at the front gate at the high school	Riverside High School	Parking Lot	Brian West	Brian West
904	Dig out the yield sign, concrete and straighten	Riverside High School	Parking Lot	Brian West	Brian West
905	Take down chorus risers from the stage and set up in the chorus room	Riverside High School	509 Industrial Art Room	Brian West	Brian West
906	Change actuator valve in the health room BC29	Riverside High School	408 Classroom	Brian West	Brian West
907	Straighten the pole on the Storr's street entrance to the high school	Riverside High School	Parking Lot	Brian West	Brian West
908	Wrap reflective tape on the gate pole at the entrance of the high school	Riverside High School	Parking Lot	Brian West	Brian West
909	Remove hardware on the door between the main and aux gyms	Riverside High School	300 Gymnasium	Brian West	Brian West
910	Repair freezer at East. Refrigeration unit stopped working	Riverside Elementary	Kitchen	Brian West	Brian West
911	Repair the stall in the pink hallway restrooms at East	Riverside Elementary	Girls Bathroom Beside 120	Brian West	Brian West
912	Change the handle, flushometer, and spud in the boy's bathroom at East	Riverside Elementary	Boys Bathroom beside 125	Brian West	Brian West
913	Take the trailer in front of West and the presents from the vestibule to admin	Riverside Elementary	Main Entrance	Brian West	Brian West
914	Meet Degler Whiting, fixing the side nets in the main gym	Riverside High School	300 Gymnasium	Brian West	Brian West
915	Middle School boys bathroom, change the flushing handle	Riverside Middle	Boys Bathroom 100 Hallway	Brian West	Brian West
916	Fix the wall in room 218	Riverside High School	218 Classroom	Brian West	Brian West
917	Hang small white boards and peg board outside of room 101	Riverside Middle	101 Classroom	Brian West	Brian West
918	Put together a slide for the Sensory Room	Riverside Elementary	Administration Offices	Brian West	Brian West
919	Put together 3 tables at West for classroom	Riverside Elementary	Main Entrance	Brian West	Brian West
920	Replace 3 ceiling tiles in Mr. Snyder's room at West	Riverside Elementary	138 Classroom	Brian West	Brian West
921	Drill out the bulletin board case for coat hangers near nurses office	Riverside High School	204 School Nurse	Brian West	Brian West
922	Repair the door on classroom 109	Riverside Middle	109 Classroom	Brian West	Brian West
923	Repair the door for room 111	Riverside Elementary	111 Classroom	Brian West	Brian West
924	Adjust the smart TV for Ms. Whetstone	Riverside Elementary	105 Classroom	Brian West	Brian West
681	INSTALL INSIDE LOCKING DOOR KNOBS FOR SMALL CONFERENCE ROOM	Riverside Elementary	Administration Offices	Brian West	William Drazdowski

Metz
ENVIRONMENTAL SERVICES



METZ EVS

Completed Work Orders

777	Adjust Smartboard height and run HDMI cable - Room 245	A teacher, Ms. McGee, would like the height of	Riverside High School	245 Classroom	Brian West	Barb Chisdock
852	Change 1 burnt out T5 lamp in the gymnasium, basketball court		Riverside High School	300 Gymnasium	Brian West	Brian West
861	Remove Promethean board from wall in room 243 and 245 in High School	Remove Promethean board from theclassroom	Riverside High School	243 Classroom	Brian West	Barb Chisdock



METZ EVS

December Tasks Completed

Work History Report - Riverside School District/Metz, Taylor PA Report Created on January 12, 2023 at 6:03 PM

Task Type	Building	Due Date	Category	Task Description	Task Completion
Regulatory Requirement	Riverside SD	1/31/2023	Ansul System	Ansul Systems: Owner's Inspection - Quick Check	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	1/31/2023	Detectors - Smoke	Detectors: Test battery operated smoke detectors	Marked done on-time Brian West
Preventive Maintenance	Riverside SD	1/31/2023	Dishwashers	Dishwashers: In-house Inspection	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	1/31/2023	Doors	Doors, Locks & Alarms: Corridor - Doors, Locks & Alarms: Test operation of doors and locks.	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	1/31/2023	Doors	Elevator: Firefighters' Emergency Operation Testing	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	1/31/2023	Elevators	Emergency Lighting: Check illumination of exit lighting and exit	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	1/31/2023	Emergency Lighting	Emergency Lighting: Conduct a 30 second functional test.	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	1/31/2023	Emergency Lighting	Fire Alarm System: Conduct routine test of fire alarm system	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	1/31/2023	Fire Alarm System	Fire Extinguishers: Check and initial fire extinguishers	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	1/31/2023	Fire Extinguishers	Fire Sprinkler System: In-house	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	1/31/2023	Fire Sprinkler System	Grease Trap: Inspect grease trap	Marked done on-time Brian West
Preventive Maintenance	Riverside SD	1/31/2023	Grease Traps	Oxygen Storage: Gas Equipment - Cylinder and Container Storage	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	1/31/2023	Oxygen Systems	Roof: Regular maintenance and safety inspection.	Marked done on-time Brian West
Preventive Maintenance	Riverside SD	1/31/2023	Roof	Safety Committee: Conduct January Safety Committee Meeting	Marked done on-time Brian West
Loss Prevention	Riverside SD	1/31/2023	Safety Committee	Vehicle Inspection: Safety inspection	Marked done on-time Brian West
Preventive Maintenance	Multiple Buildings	1/31/2023	Vehicles	Water Systems: Inspect eye wash	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	1/31/2023	Water Systems	Dryer Vent: Complete In-House System Cleaning	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	1/14/2023	Dryer Vents	Emergency Power Generators: Exercise generator (with no load), perform routine checks, create entry	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	1/14/2023	Emergency Generators	Temperatures: Test and log air	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	1/14/2023	Temperatures	Water Systems: Testing and Monitoring of Water Management	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	1/14/2023	Water Systems	Water Temps: Test and log the hot water temperatures.	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	1/14/2023	Temperatures	Dryer Vent: Complete In-House System Cleaning	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	1/7/2023	Dryer Vents		Marked done on-time Brian West

Metz
ENVIRONMENTAL SERVICES



METZ EVS

December Tasks Completed

Regulatory Requirement	Riverside SD	1/7/2023	Emergency Generators	Emergency Power Generators: Exercise generator (with no load), perform routine checks, create entry	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	1/7/2023	Temperatures	Temperatures: Test and log air	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	1/7/2023	Water Systems	Water Systems: Testing and Monitoring of Water Management	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	1/7/2023	Temperatures	Water Temps: Test and log the hot water temperatures.	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Ansul System	Ansul Systems: Have hood cleaned by a certified contractor	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Ansul System	Ansul Systems: Owner's Inspection	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Water Heaters/Boilers	Boiler Water Heaters: Flush to remove impurities, test pressure	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Detectors - Smoke	Detectors: Change batteries in battery-operated smoke detectors	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Detectors - Smoke	Detectors: Change batteries in carbon monoxide detectors	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Detectors - Smoke	Detectors: Test battery operated smoke detectors	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Emergency Preparedness	Disaster and Emergency Preparedness: Conduct and document facility-based and community-based risk assessment	Marked done on-time Brian West
Preventive Maintenance	Riverside SD	12/31/2022	Dishwashers	Dishwashers: In-house inspection	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Doors	Doors, Locks & Alarms: Corridor - Doors, Locks & Alarms: Test operation of doors and locks.	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Doors	Dryer Vent: Complete In-House System Cleaning	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Dryer Vents	Electrical: Inspect and Document the Main and Feeder Circuit	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Elec., Tele., Paging Sys.	Electrical: Test and Document the Electrical Receptacle Inspections	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Elevators	Elevator: Firefighters' Emergency Operation Testing	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Emergency Lighting	Emergency Lighting: Check illumination of exit lighting and exit	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Emergency Lighting	Emergency Lighting: Conduct a 30 second functional test.	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Emergency Lighting	Emergency Lighting: Conduct a 90 minute operational test.	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Emergency Generators	Emergency Power Generators: Conduct a 90 minute load bank test	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Emergency Generators	Emergency Power Generators: Exercise generator (with no load), perform routine checks, create entry	Marked done on-time Brian West

Metz
ENVIRONMENTAL SERVICES



METZ EVS

December Tasks Completed

Regulatory Requirement	Riverside SD	12/31/2022	Emergency Generators	Emergency Power Generators: Have generator serviced by Emergency Preparedness Drills and Exercises: Conduct elopement drill (Missing Resident Drill)	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Preparedness Drills	Exhaust Fans: Inspect exhaust fans for proper operation and clean if	Marked done on-time Brian West
Preventive Maintenance	Riverside SD	12/31/2022	Exhaust Fans	Facility Safety: Designated Area Requirements	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Facility Safety	Fire Alarm System: Conduct routine test of fire alarm system	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Fire Alarm System	Fire Alarm System: Have fire alarm system inspected by a contractor	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Fire Alarm System	Fire Doors: Inspection - Latch and	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Fire-Smoke Doors	Fire Extinguishers: Check and initial fire extinguishers	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Fire Extinguishers	Fire Sprinkler System: Annual Contractor Testing and Maintenance	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Fire Sprinkler System	Fire Sprinkler System: Annual In-house Visual Inspection	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Fire Sprinkler System	Fire Sprinkler System: In-house	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Fire Sprinkler System	Fire Sprinkler System: Quarterly Contractor Testing	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Fire Sprinkler System	Grease Trap: Have grease trap pumped out by contractor	Marked done on-time Brian West
Preventive Maintenance	Riverside SD	12/31/2022	Grease Traps	Grease Trap: Inspect grease trap	Marked done on-time Brian West
Preventive Maintenance	Riverside SD	12/31/2022	Grease Traps	HVAC (Chillers): Inspect condenser coils, clean as required	Marked done on-time Brian West
Preventive Maintenance	Riverside SD	12/31/2022	HVAC - Chillers	HVAC (Heat Pumps): Verify operation, inspect / change belt and set proper tension	Marked done on-time Brian West
Preventive Maintenance	Riverside SD	12/31/2022	HVAC - Heat Pumps	HVAC (RTU): Clean / change air filter and verify unit operation	Marked done on-time Brian West
Preventive Maintenance	Riverside SD	12/31/2022	HVAC - RTUs / PKG Units	HVAC (RTU): Inspect condenser coils, clean as necessary	Marked done on-time Brian West
Preventive Maintenance	Riverside SD	12/31/2022	HVAC - RTUs / PKG Units	Ice Machines: Check filters (if present), clean coils, sanitize interior, defrost as necessary	Marked done on-time Brian West
Preventive Maintenance	Riverside SD	12/31/2022	Ice Machines / Ice Bins	Oxygen Storage: Gas Equipment - Cylinder and Container Storage	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Oxygen Systems	Roof: Regular maintenance and safety inspection	Marked done on-time Brian West
Preventive Maintenance	Riverside SD	12/31/2022	Roof	Safety Committee: Conduct December Safety Committee	Marked done on-time Brian West
Loss Prevention	Riverside SD	12/31/2022	Safety Committee	Safety Committee: Prepare the OSHA 300 A	Marked done on-time Brian West
Loss Prevention	Riverside SD	12/31/2022	Safety Committee		

Metz
ENVIRONMENTAL SERVICES



METZ EVS

December Tasks Completed

Preventive Maintenance	Riverside SD	12/31/2022	Fire-Smoke Doors	Smoke Doors: Inspection of smoke door assemblies	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Temperatures	Temperatures: Test and log air	Marked done on-time Brian West
Preventive Maintenance	Multiple Buildings	12/31/2022	Vehicles	Vehicle Inspection: Safety inspection	Marked done on-time Brian West
Preventive Maintenance	Riverside SD	12/31/2022	Water Heaters	Water Heater: Flush to remove impurities, test pressure relief valve	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Water Systems	Water Systems: Inspect eye wash	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Water Systems	Water Systems: Legionella Water Management Plan Review - Upload your plan to TELS	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Water Systems	Water Systems: Testing and Monitoring of Water Management	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/31/2022	Temperatures	Water Temps: Test and log the hot water temperatures	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/24/2022	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/24/2022	Emergency Generators	Emergency Power Generators: Exercise generator (with no load), perform routine checks, create entry	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/24/2022	Temperatures	Temperatures: Test and log air	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/24/2022	Water Systems	Water Systems: Testing and Monitoring of Water Management	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/24/2022	Temperatures	Water Temps: Test and log the hot water temperatures	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/17/2022	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/17/2022	Emergency Generators	Emergency Power Generators: Exercise generator (with no load), perform routine checks, create entry	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/17/2022	Temperatures	Temperatures: Test and log air	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/17/2022	Water Systems	Water Systems: Testing and Monitoring of Water Management	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/17/2022	Temperatures	Water Temps: Test and log the hot water temperatures	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/10/2022	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/10/2022	Emergency Generators	Emergency Power Generators: Exercise generator (with no load), perform routine checks, create entry	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/10/2022	Temperatures	Temperatures: Test and log air	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/10/2022	Water Systems	Water Systems: Testing and Monitoring of Water Management	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/10/2022	Temperatures	Water Temps: Test and log the hot water temperatures	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/3/2022	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	Marked done on-time Brian West

Metz
ENVIRONMENTAL SERVICES



METZ EVS

December Tasks Completed

Regulatory Requirement	Riverside SD	12/3/2022	Emergency Generators	Emergency Power Generators: Exercise generator (with no load), perform routine checks, create entry	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/3/2022	Temperatures	Temperatures: Test and log air	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/3/2022	Water Systems	Water Systems: Testing and Monitoring of Water Management	Marked done on-time Brian West
Regulatory Requirement	Riverside SD	12/3/2022	Temperatures	Water Temps: Test and log the hot water temperatures.	Marked done on-time Brian West



METZ EVS

Staffing

- Maintenance A Techs – Jason Bittenbender, Dave Arneil
- Maintenance B Techs – Mohamed Ganim, John Koytek
- Maintenance C Techs (1st shift) – Matt Wood, Rohni Ganim, Ed Harvey, Mykaylia Hevener
- Maintenance C Techs (2nd shift) - Kaya Pacuilli, Terri Jones, Ron Ochwat, Helene Czerw, Michelle Lokuta, Donald Sparacino, Kayla Megotz, Jaliza Chaplin, Miranda Wachilla, Kaleb Matsko, Hollie Roscioli,
- Evan Kniolek

Metz
ENVIRONMENTAL SERVICES



METZ EVS

Scheduled Projects

- Make the mezzanine capable of holding all of the Drama Club costumes
- Finish HVAC preventative maintenance
- Repair a major plumbing issue in the common area
- Library build-out



METZ EVS

Employee Recognition

- This month, I would like to recognize Rohni Ganim. Rohni has been with us for 3 months. In those three months, she has contributed greatly to the District. She has worked overtime to cover for staff, worked tirelessly during the water loss, and is very helpful to the new staff. She is always in good spirits and responds positively to the teachers and faculty. She is a tremendous asset to both Metz and Riverside School District.

Metz
ENVIRONMENTAL SERVICES



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