



METZ EVS



# Metz

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## Metz EVS Monthly Operations Report

May 2022

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# Riverside School District



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# General Updates

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- Completed 31 work orders
- The quarterly HVAC preventative maintenance has been completed in the High School
- The lights in the Auditorium have been upgraded to a LED bulb
- All of the stop-the-bleed kits have been installed Districtwide
- The Vikings men's and women's varsity and junior-high baseball fields have been maintained and lined for 18 games in April
- The television and vcr removal for recycling program is on-going
- We have started the process of deep cleaning the restrooms. The process involves the use of RJ8, steam pressure washer, and a blower/ suction to sanitize and disinfect

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# Auditorium Lighting

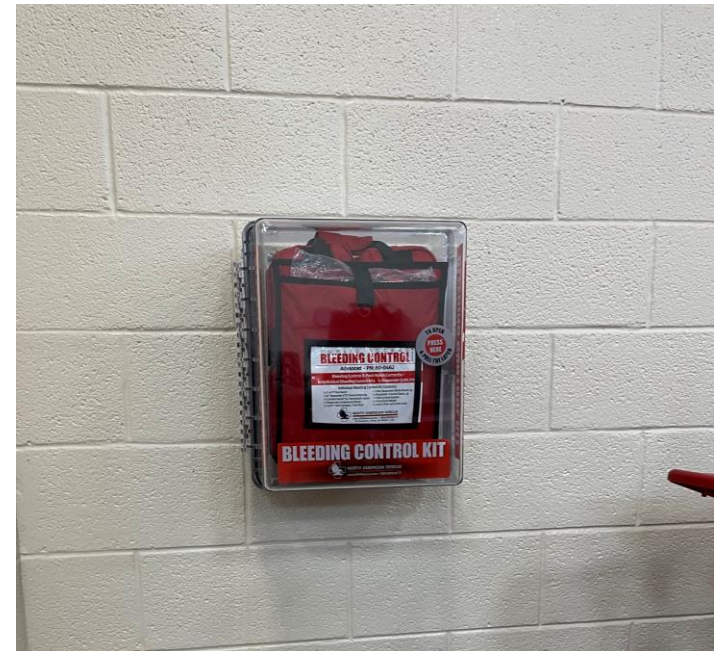


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# East and West Elementary 'stop the bleed' Kits installed



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# Administration Building landscaping – Earth Day



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# Completed Tasks

**Work History Report - Riverside School District/Metz, Taylor PA**  
 Report Created on May 3, 2022 at 6:39 AM

Task Type	Building	Due Date	Category	Task Description	Task Completion
Regulatory Requirement	Riverside School District	4/30/2022	Ansul System	Ansul Systems: Owner's Inspection	On-time by Bwest
Regulatory Requirement	Riverside School District	4/30/2022	Detectors - Smoke	Detectors: Test battery operated smoke detectors	On-time by Bwest
Preventive Maintenance	Riverside School District	4/30/2022	Dishwashers	Dishwashers: In-house Inspection	On-time by Bwest
Regulatory Requirement	Riverside School District	4/30/2022	Doors	Doors, Locks & Alarms: Corridor - Doors	On-time by Bwest
Regulatory Requirement	Riverside School District	4/30/2022	Doors	Doors, Locks & Alarms: Test operation of doors and locks	On-time by Bwest
Regulatory Requirement	Riverside School District	4/30/2022	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	On-time by Bwest
Regulatory Requirement	Riverside School District	4/30/2022	Elevators	Elevator: Firefighters' Emergency Operation Testing	On-time by Bwest
Regulatory Requirement	Riverside School District	4/30/2022	Emergency Lighting	Emergency Lighting: Check illumination of exit lighting and exit signs.	On-time by Bwest
Regulatory Requirement	Riverside School District	4/30/2022	Emergency Lighting	Emergency Lighting: Conduct a 30 second functional test.	On-time by Bwest
Regulatory Requirement	Riverside School District	4/30/2022	Emergency Generators	Emergency Power Generators: Exercise generator (with no load), perform routine checks, create entry in logbook.	On-time by Bwest
Regulatory Requirement	Riverside School District	4/30/2022	Fire Alarm System	Fire Alarm System: Conduct routine test of fire alarm system	On-time by Bwest
Regulatory Requirement	Riverside School District	4/30/2022	Fire Extinguishers	Fire Extinguishers: Check and initial fire extinguishers	On-time by Bwest
Regulatory Requirement	Riverside School District	4/30/2022	Fire Sprinkler System	Fire Sprinkler System: In-house inspection.	On-time by Bwest
Preventive Maintenance	Riverside School District	4/30/2022	Grease Traps	Grease Trap: Inspect grease trap	On-time by Bwest
Regulatory Requirement	Riverside School District	4/30/2022	Oxygen Systems	Oxygen Storage: Gas Equipment - Cylinder and Container Storage	On-time by Bwest
Preventive Maintenance	Riverside School District	4/30/2022	Roof	Roof: Regular maintenance and safety inspection.	On-time by Bwest
Regulatory Requirement	Riverside School District	4/30/2022	Safety Committee	Safety Committee: Conduct April Safety Committee Meeting	On-time by Bwest
Loss Prevention	Riverside School District	4/30/2022	Safety Committee	Conducted Monthly Safety Meeting with Riverside Administration Safety Committee on April 1, 2022.	On-time by Bwest
Regulatory Requirement	Riverside School District	4/30/2022	Temperatures	Temperatures: Test and log air temperatures	On-time by Bwest
Preventive Maintenance	Riverside School District	4/30/2022	Vehicles	Vehicle Inspection: Safety inspection	On-time by Bwest
Regulatory Requirement	Riverside School District	4/30/2022	Water Systems	Water Systems: Inspect eye wash stations.	On-time by Bwest
Regulatory Requirement	Riverside School District	4/30/2022	Water Systems	Water Systems: Testing and Monitoring of Water Management Plan for Legionella	On-time by Bwest
Regulatory Requirement	Riverside School District	4/30/2022	Temperatures	Water Temps: Test and log the hot water temperatures.	On-time by Bwest
Regulatory Requirement	Riverside School District	4/23/2022	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	On-time by Bwest

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Regulatory Requirement	Riverside School District	4/23/2022	Emergency Generators	Emergency Power Generators: Exercise generator (with no load), perform routine checks, create entry in logbook.	On-time by Bwest
Regulatory Requirement	Riverside School District	4/23/2022	Temperatures	Temperatures: Test and log air temperatures	On-time by Bwest
Regulatory Requirement	Riverside School District	4/23/2022	Water Systems	Water Systems: Testing and Monitoring of Water Management Plan for Legionella	On-time by Bwest
Regulatory Requirement	Riverside School District	4/23/2022	Temperatures	Water Temps: Test and log the hot water temperatures.	On-time by Bwest
Regulatory Requirement	Riverside School District	4/16/2022	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	On-time by Bwest
Regulatory Requirement	Riverside School District	4/16/2022	Emergency Generators	Emergency Power Generators: Exercise generator (with no load), perform routine checks, create entry in logbook.	On-time by Bwest
Regulatory Requirement	Riverside School District	4/16/2022	Temperatures	Temperatures: Test and log air temperatures	On-time by Bwest
Regulatory Requirement	Riverside School District	4/16/2022	Water Systems	Water Systems: Testing and Monitoring of Water Management Plan for Legionella	On-time by Bwest
Regulatory Requirement	Riverside School District	4/16/2022	Temperatures	Water Temps: Test and log the hot water temperatures.	On-time by Bwest
Regulatory Requirement	Riverside School District	4/9/2022	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	On-time by Bwest
Regulatory Requirement	Riverside School District	4/9/2022	Emergency Generators	Emergency Power Generators: Exercise generator (with no load), perform routine checks, create entry in logbook.	On-time by Bwest
Regulatory Requirement	Riverside School District	4/9/2022	Temperatures	Temperatures: Test and log air temperatures	On-time by Bwest
Regulatory Requirement	Riverside School District	4/9/2022	Water Systems	Water Systems: Testing and Monitoring of Water Management Plan for Legionella	On-time by Bwest
Regulatory Requirement	Riverside School District	4/9/2022	Temperatures	Water Temps: Test and log the hot water temperatures.	On-time by Bwest
Regulatory Requirement	Riverside School District	4/2/2022	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	On-time by Bwest
Regulatory Requirement	Riverside School District	4/2/2022	Emergency Generators	Emergency Power Generators: Exercise generator (with no load), perform routine checks, create entry in logbook.	On-time by Bwest
Regulatory Requirement	Riverside School District	4/2/2022	Temperatures	Temperatures: Test and log air temperatures	On-time by Bwest
Regulatory Requirement	Riverside School District	4/2/2022	Water Systems	Water Systems: Testing and Monitoring of Water Management Plan for Legionella	On-time by Bwest
Regulatory Requirement	Riverside School District	4/2/2022	Temperatures	Water Temps: Test and log the hot water temperatures.	On-time by Bwest

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# Completed April Work Orders

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

This sheet was generated on 05/03/2022. Please use the TELS website to view the latest data.

Work Order #	Summary	Description	Area Type	Area Name	Requested By	Status	Closed By	Initiated By
225	auditorium lights	The library keeps getting darker and darker as more lights burn out. There are probably 25-30 lights that are not working in the ceiling. You will need to bring in a special lift that is designed to go over the seats. I don't think we have one. It could be done over the Christmas break.	Other	Melville Davis Auditorium	Rob Presley	Completed	Brian West	Robert Presley
7	Need a Key for room 408		Other	408 Classroom	R.Gravine	Completed	Brian West	Mike Heilman
204	Troubleshoot Auditorium lighting - replace burned out bulbs		Other	Melville Davis Auditorium	BWEst	Completed	Brian West	Brian West
209	East pole lights - 2 are out	light out by fence near chillers just up from the chillers at the bend	Exterior	Parking Lot	BWest	Completed	Brian West	Brian West
282	Hanging of 2 trophy cases in the main lobby	There are two trophy cases in the main lobby that need to be hung on the wall next to the library doors in the main lobby.	Common Area	Main Lobby	Dwalsh	Completed	Brian West	Dave Walsh
419	Install 6 emergency exit signs at East Elementary		Common Area	Main Lobby	bwest	Completed	Brian West	Brian West
431	apply quick-dry and line both boys and girls baseball fields for Friday	Games are on 4/1	Other	302 Athletic Director Office	bwest	Completed	Brian West	Brian West
433	Hang Girls BB District Championship Award in the trophy case		Common Area	Main Lobby Common Area	bwest	Completed	Brian West	Brian West

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# Completed Work Orders

434	Hang athletic award in the Admin Building for Superintendent		Office	Administration Offices	bwest	Completed	Brian West	Brian West
435	Change handle, flush valve, and shut off valve in Women's Lounge room 106		Other	106 Women Faculty Lounge	bwest	Completed	Brian West	Brian West
436	Install backer pad on the floor scrubber in High School		Other	Maintenance Garage	bwest	Completed	Brian West	Brian West
437	Install (2) 'Stop the Bleed' kits in the High School		Common Area	Gymnasium Storage	bwest	Completed	Brian West	Brian West
438	Install 'Stop the Bleed' kit at West Elementary		Common Area	Main Entrance	bwest	Completed	Brian West	Brian West
439	Install 'Stop the Bleed' kit at East Elementary		Common Area	Main Lobby	bwest	Completed	Brian West	Brian West
440	Change Gojo handwash dispenser in the boy's locker room and refill		Hallway	306 Boys Locker Room	bwest	Completed	Brian West	Brian West
441	Change out American Flag at West		Common Area	Main Entrance	bwest	Completed	Brian West	Brian West
442	Room #208 doesn't want lights on near the SmartBoard.		Other	208 Classroom	bwest	Completed	Brian West	Brian West
443	Remove leaves and cut the football field grass.	Take billy goat, leaf blowers, and riding mower to the football field. Remove the leaves against the fence on both sides.	Other	Main Football Field	bwest	Completed	Brian West	Brian West
444	Change all of the filters in the High School HVAC units.		Other	Maintenance Garage	bwest	Completed	Brian West	Brian West
445	Cover posters in 11 classrooms to prepare for PSSAT'S		Common Area	230 Maintenance Office	BWEST	Completed	Brian West	Brian West
446	Conduct fire drill at East Elementary		Common Area	Main Lobby	bwest	Completed	Brian West	Brian West
447	Take a desk and chair to Ms. Weidow's room		Other	307 Family/Consumer Room	bwest	Completed	Brian West	Brian West

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# Completed Work Orders

448	Check freezer at East Elementary. Report of temps running high.		Dietary	Kitchen	bwest	Completed	Brian West	Brian West
449	Take SmartBoards from the High School - 1 East and 1 West		Office	207 Administration Offices	bwest	Completed	Brian West	Brian West
451	Take gardening equipment and grass plants to the Admin Bldg. for Earth Day		Office	Administration Offices	bwest	Completed	Brian West	Brian West
452	Replace HVAC cover in room 105		Other	105 Classroom	bwest	Completed	Brian West	Brian West
453	Set up East Cafagymnatorium for Easter basket giveaway		Hallway	405 Multipurpose Room	bwest	Completed	Brian West	Brian West
454	Detail truck and have at the Admin Bldg for Earth Day		Office	Administration Offices	bwest	Completed	Brian West	Brian West
455	The Track and Field Coach requests high jump mat/ standards and 10 hurdles	Set up track equipment by the ticket booth by the band stand.	Other	Main Football Field	bwest	Completed	Brian West	Brian West
456	Set up the Gym and Commons Area for Cheer tryouts		Other	300 Gymnasium	bwest	Completed	Brian West	Brian West
264	room 208 white board will need repainted this summer		Other	208 Classroom	Mike Heilman	Completed	Brian West	Mike Heilman



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# Staffing

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- The staff is a work in progress. We will be conducting interviews and hiring to fill positions as needed.
- Budget:
  - 1<sup>st</sup> Shift – (3) Full-time equivalents
  - Flex Shift – (2) FTE's
  - 2<sup>nd</sup> Shift – (6) FTE equivalents
- 1<sup>st</sup> Shift(6am-2:30pm) Maintenance Techs – Jason Bittenbender, Dave Arneil
- Flex Shift(9am-5pm)Maintenance/Janitorial staff – Cassie Volunski, John Koytek
- 1<sup>st</sup> shift Janitorial Staff(6am-2:30pm) – Bill Davis, Mike Gawel, Matt Wood
- 2<sup>nd</sup> shift Janitorial - Kayla Pacuilli, Taylor Pacuilli, JoAnn Hector, Terri Jones, Ron Ochwat, Helene Czerw, Michelle Lokuta, James Trotter, Joyce Frank, Paul Harrison, Donald Sparacino

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# Scheduled Projects

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- HVAC filter change –out at East and West Elementary
- Continued support for Spring athletics
- Restroom deep clean in East Elementary and West Elementary
- Chiller project at East Elementary
- Completion of the television and vcr removal at the High School

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# Employee Recognition

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- This month I would like to recognize Dave Arneil. Dave has been with us since December of 2021. His dedication to the District is admirable and notable. Dave comes to work every day determined to make the facilities better, he is skilled at repairing some of the small engine equipment, plumbing issues, and assisting with HVAC issues. Dave is an employee we can count on to have a good attitude and has the ability to work well with others. He is a true asset to the District.

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