



METZ EVS



# Metz

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## Metz EVS Monthly Operations Report

August 2023

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# Riverside School District



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# General Updates

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- 61 Work orders completed
- Two new freezers have been installed in the high school cafeteria
- Summer cleaning is complete
- Skolastic Library project is complete
- Football field is ready for the season
- Hudl camera is installed on the pressbox
- LED sign have been installed districtwide. We will run conduit for power and data
- Replacement of the cracked glass in the cafeteria
- The benches inside of the Fieldhouse Junior high locker room have been restored
- The fieldhouse lockers are overhauled

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# Fieldhouse – Locker Rennovation



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# Skolastic Commons

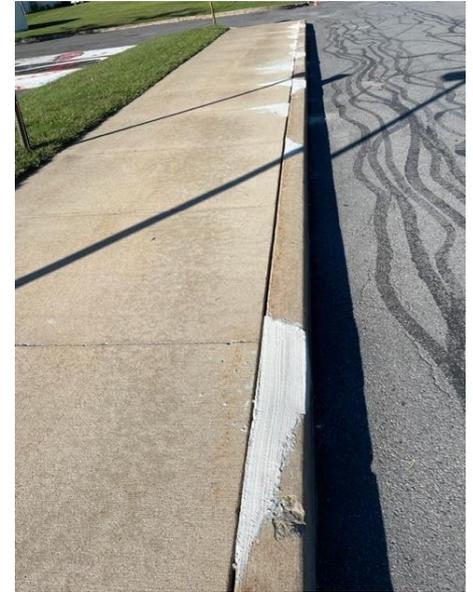


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# Exterior Curb repairs



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# Common Area Rennovation

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# Freezer Project



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# Freezer Project



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# August Completed Work Orders

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

Work Order #	Summary	Priority	Building	Area Name	Status	Closed By
1247	Take down the risers on the stage replace with 20 chairs	Medium	Riverside Elementary	403 Instrumental Music Room	Closed	Brian West
1248	Remove specimens from room 317	Medium	Riverside High School	317 Biology Classroom Lab	Closed	Brian West
1249	Remove bookshelf from the back wall in room 401	Medium	Riverside Elementary	401 Art Room	Closed	Brian West
1250	Paint the wall above the white board in room 506	Medium	Riverside Elementary	506 Classroom	Closed	Brian West
1251	Weed the landscaping area in the front of the high school	Medium	Riverside High School	Main Lobby Common Area	Closed	Brian West
1252	Porter the exterior of the high school and the track and field area	Medium	Riverside High School	Practice Football/Track	Closed	Brian West
1253	Porter West Elementary, the carnival will be using the parking lot for parking	Medium	Riverside Elementary	Main Entrance	Closed	Brian West
1254	Extract the Skolastic Commons carpet needs cleaning	Medium	Riverside High School	212 Library	Closed	Brian West
1255	Take a laminator from West to East Elementary	Medium	Riverside Elementary	Main Lobby	Closed	Brian West
1256	Line the practice soccer field	Medium	Riverside High School	Practice Football/Track	Closed	Brian West
1257	Line the Varsity Soccer field in Moosic - first game is 8/30	Medium	Riverside High School	Maintenance Garage	Closed	Brian West
1258	Line the Varsity football field - first game 9/1	Medium	Riverside High School	Main Football Field	Closed	Brian West
1259	Dust mop the hallways and pull the trash in preparation for school opening	Medium	Riverside High School	Main Lobby Common Area	Closed	Brian West
1260	Blow out the condensation drain and replace pump in IT - replace ceiling tile	Medium	Riverside High School	238 Classroom	Closed	Brian West
1261	Strip and wax the Main Office restrooms	Medium	Riverside High School	207 Administration	Closed	Brian West
1262	Strp the entire common area, floor scrub, apply sealer, wash and burnish	Medium	Riverside High School	Main Lobby Common Area	Closed	Brian West
1263	Weed whack the areas around the parking lot	Medium	Riverside High School	Parking Lot	Closed	Brian West

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# August Completed Work Orders

1264	Mount bookshelf in Skolastic Commons	Medium	Riverside High School	212 Library	Closed	Brian West
1265	Move bookshelves to accomodate and extra bookshelf in the new Library	Medium	Riverside High School	212 Library	Closed	Brian West
1266	Cut and fit another bookshelf in the new library	Medium	Riverside High School	212 Library	Closed	Brian West
1267	Assemble a new garbage containers for the Skolastic Commons	Medium	Riverside High School	212 Library	Closed	Brian West
1268	Assemble a book return for the new library	Medium	Riverside High School	212 Library	Closed	Brian West
1269	Remove filing cabinet and put 36" cabinet in the new school store	Medium	Riverside High School	212 Library	Closed	Brian West
1270	Hang corkboard and 4 shelves in the new school store	Medium	Riverside High School	212 Library	Closed	Brian West
1271	Fix the broken curbs and sidewalk at the high school	Medium	Riverside High School	Parking Lot	Closed	Brian West
1272	Fill the area at the end of the sidewalk with cold patch	Medium	Riverside High School	Parking Lot	Closed	Brian West
1273	Assist with the install of the 2 new freezers at the high school	Medium	Riverside High School	Cafeteria	Closed	Brian West
1274	Strip and wax all of the solid surface floors at West	Medium	Riverside Elementary	Main Lobby	Closed	Brian West
1275	Remove furniture clean top-down all of the classrooms at West	Medium	Riverside Elementary	Administration Offices	Closed	Brian West
1276	Strip and wax the solid surface flooring at East	Medium	Riverside Elementary	101 Classroom	Closed	Brian West
1277	Clean and shampoo all of the classrooms at East	Medium	Riverside Elementary	101 Classroom	Closed	Brian West
1278	Clean top-down and shampoo all of the classrooms in the high school	Medium	Riverside High School	208 Classroom	Closed	Brian West
1279	Strip and wax the solid surface floors at the high school	Medium	Riverside High School	208 Classroom	Closed	Brian West
1280	Assemble table and put in the conferenc room in Skolastic move existing to gener	Medium	Riverside High School	212 Library	Closed	Brian West
1281	Zip tie the fence at the rear of the Stadium before the first football game	Medium	Riverside High School	Main Football Field	Closed	Brian West



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# August Completed Work Orders

1282	Fill the area at the bottom of the handicap ramp on visitors side of the bleache	Medium	Riverside High School	Main Football Field	Closed	Brian West
1283	Detail the press box at the stadium before 9/1	Medium	Riverside High School	Main Football Field Press Box	Closed	Brian West
1284	Install Hudl camera on the pressbox at the stadium	Medium	Riverside High School	Main Football Field Press Box	Closed	Brian West
1285	Replace 6 light bulbs in the hood in the cafeteria kitchen	Medium	Riverside High School	Kitchen	Closed	Brian West
1288	Clean the vents and decorations in the cafeteria	Medium	Riverside High School	Cafeteria	Closed	Brian West
1289	Strip and wax the cafeteria floor	Medium	Riverside High School	Cafeteria	Closed	Brian West
1290	Take Second grade files from West to East for new 3rd graders	Medium	Riverside Elementary	Administration Offices	Closed	Brian West
1291	Remove the sideline benches from the stadium and dispose of properly	Medium	Riverside High School	Main Football Field	Closed	Brian West
1292	Fix the hose bib at the Admin Bldg	Medium	Riverside Elementary	Administration Offices	Closed	Brian West
1293	Paint room 114	Medium	Riverside Middle	114 Classroom	Closed	Brian West
1294	Paint the IT room and shampoo the rug	Medium	Riverside High School	236 Video Room	Closed	Brian West
1295	Repair the girls locker room floor	Medium	Riverside High School	305 Girls Locker Room	Closed	Brian West
1296	Repair the fence around the playground	Medium	Riverside Elementary	Main Lobby	Closed	Brian West
1297	Repair the stage curtain	Medium	Riverside Elementary	Multipurpose Room	Closed	Brian West
1298	Hang LED lights, fish bubbler, and fix outlet in the autistic room	Medium	Riverside Elementary	Administration Offices	Closed	Brian West
1299	Fix outlet covers in Title A and Title B sections of the Librart	Medium	Riverside Elementary	Main Lobby	Closed	Brian West
1300	Cut down and remove low lying branches campus wide	Medium	Riverside High School	Parking Lot	Closed	Brian West
1301	Remove smartboard projector, hang number line, attach file cabinet	Medium	Riverside Elementary	148 Classroom	Closed	Brian West



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# August Completed Work Orders

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1302	Replace outlet cover in room 154	Medium	Riverside Elementary	154 Classroom	Closed	Brian West
1303	Repair the sink in the music room	Medium	Riverside Elementary	Administration Offices	Closed	Brian West
1304	Fix the clock in Lingle's room	Medium	Riverside Elementary	Main Lobby	Closed	Brian West
1305	Fix the hinge on the cot in the nurse's office	Medium	Riverside Elementary	Nursing Office / Treatment Area	Closed	Brian West
1306	Fix the hangers in Mattioli's room	Medium	Riverside Elementary	142 Classroom	Closed	Brian West
1307	Replace 12 ceiling tiles in the hallways	Medium	Riverside Elementary	160 Rest Room	Closed	Brian West
1245	Repair the hot water heater plumbing at West	Medium	Riverside Elementary	120 Maintenance	Closed	Brian West
1246	Fill grout lines in the common area - multiple spots	Medium	Riverside High School	Main Lobby Common Area	Closed	Brian West



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# August Tasks Complete

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

Task Type	Building	Due Date	Category	Task Description	Task Completion
Regulatory Requirement	Riverside School Dist.	8/31/2023	Ansul System	Ansul Systems: Clean hood filters (use dishwasher if appropriate)	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist.	8/31/2023	Ansul System	Ansul Systems: Owner's Inspection - Quick Check	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist.	8/31/2023	Detectors - Smoke	Detectors: Test battery operated smoke detectors	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist.	8/31/2023	Detectors - Smoke	Detectors: Test carbon monoxide detectors.	Marked done on-time by Brian West
Preventive Maintenance	Riverside School Dist.	8/31/2023	Dishwashers	Dishwashers: In-house Inspection	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist.	8/31/2023	Doors	Doors, Locks & Alarms: Corridor - Doors	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist.	8/31/2023	Doors	Doors, Locks & Alarms: Test operation of doors and locks.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist.	8/31/2023	Elevators	Elevator: Firefighters' Emergency Operation Testing	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist.	8/31/2023	Emergency Lighting	Emergency Lighting: Check illumination of exit lighting and exit signs.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist.	8/31/2023	Emergency Lighting	Emergency Lighting: Conduct a 30 second functional test.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist.	8/31/2023	Fire Alarm System	Fire Alarm System: Conduct routine test of fire alarm system	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist.	8/31/2023	Fire Extinguishers	Fire Extinguishers: Check and initial fire extinguishers	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist.	8/31/2023	Fire Sprinkler System	Fire Sprinkler System: In-house inspection.	Marked done on-time by Brian West
Preventive Maintenance	Riverside School Dist.	8/31/2023	Grease Traps	Grease Trap: Inspect grease trap	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist.	8/31/2023	Oxygen Systems	Oxygen Storage: Gas Equipment - Cylinder and Container Storage	Marked done on-time by Brian West
Preventive Maintenance	Riverside School Dist.	8/31/2023	Roof	Roof: Regular maintenance and safety inspection.	Marked done on-time by Brian West

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# August Tasks Complete

Loss Prevention	Riverside School Dist.	8/31/2023	Safety Committee	Safety Committee: Conduct August Safety Committee Meeting	Marked done on-time by Brian West
Preventive Maintenance	Riverside School Dist.	8/31/2023	Vehicles	Vehicle Inspection: Safety inspection	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist.	8/31/2023	Water Systems	Water Systems: Inspect eyewash stations.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist.	8/26/2023	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist.	8/26/2023	Emergency Generators	Emergency Power Generators: Visual inspection or exercise generator (with no load), perform routine checks, create entry in logbook.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist.	8/26/2023	Temperatures	Temperatures: Test and log air temperatures	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist.	8/26/2023	Water Systems	Water Systems: Testing and Monitoring of Water Management Plan for Legionella	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist.	8/26/2023	Temperatures	Water Temps: Test and log the hot water temperatures.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist.	8/19/2023	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist.	8/19/2023	Emergency Generators	Emergency Power Generators: Visual inspection or exercise generator (with no load), perform routine checks, create entry in logbook.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist.	8/19/2023	Temperatures	Temperatures: Test and log air temperatures	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist.	8/19/2023	Water Systems	Water Systems: Testing and Monitoring of Water Management Plan for Legionella	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist.	8/19/2023	Temperatures	Water Temps: Test and log the hot water temperatures.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist.	8/12/2023	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	Marked done on-time by Brian West

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# August Tasks Complete

Regulatory Requirement	Riverside School Dist.	8/12/2023	Emergency Generators	Emergency Power Generators: Visual inspection or exercise generator (with no load), perform routine checks, create entry in logbook.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist.	8/12/2023	Temperatures	Temperatures: Test and log air temperatures	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist.	8/12/2023	Water Systems	Water Systems: Testing and Monitoring of Water Management Plan for Legionella	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist.	8/12/2023	Temperatures	Water Temps: Test and log the hot water temperatures.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist.	8/5/2023	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist.	8/5/2023	Emergency Generators	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 Dist.	8/5/2023	Temperatures	Temperatures: Test and log air temperatures	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist.	8/5/2023	Water Systems	Monitoring of Water Management Plan for	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist.	8/5/2023	Temperatures	Water Temps: Test and log the hot water temperatures.	Marked done on-time by Brian West



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# Staffing

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- Maintenance A Techs –John Koytek, Mohamed Ganim, Joseph Gnall, Jon Skrzysowski
- Maintenance C Techs (1<sup>st</sup> shift) – Rohni Ganim, Deaven McCoy, Jacob Anderson, Kevin Haggerty
- Evening Supervisor – Kayla Pacuilli
- Maintenance C Techs (2<sup>nd</sup> shift) – Danielle Paff, Donna Yatsko, Terri Jones, Ron Ochwat, Helene Czerw, Michelle Lokuta, Jennifer Kempf, Jaliza Chaplin, Miranda Wachilla, Amanda Bair, Thomas Fontaine, James Coleman, Kelly Fontaine

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# Scheduled Projects

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- Complete the LED sign install. Run power and data lines
- Clear the entrance of the road leading to the track and field
- Assembly of 13 smartTV's at East and 2 in the high school
- Removal of the 2 dead trees in the front of the high school
- Evacuation and fire drills Districtwide
- Repair the plows in preparation for the winter season

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# Employee Recognition

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- This month, I would like to recognize Paul Derenick on being chosen Employee of the month for July. Paul has been with Metz from the beginning has shown tremendous growth and willingness to do whatever is necessary to accomplish the tasks set before him. He was instrumental in completing the Summer Cleaning at East this summer. Paul is a part-time employee assigned to East Elementary. he maintains the 300 (yellow) section. Please join me in congratulating Paul.

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