



METZ EVS



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Metz EVS Monthly Operations Report

October 2023

Riverside School District



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General Updates

- 52 Work orders completed
- The bon fire pad install was completed, cleaned
- Preparation and clean-up of the Halloween Hallway Decorating Competition
- The high school curb renovation is complete
- Line the athletic fields for the football and soccer fields
- HVAC PM at East is complete
- Backflow inspection districtwide is complete
- Summer preventative maintenance on the summer equipment is complete

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Practice Field/ Track - Bon Fire



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East Elementary - crosswalk and stone work



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District wide – Signage Upgrades

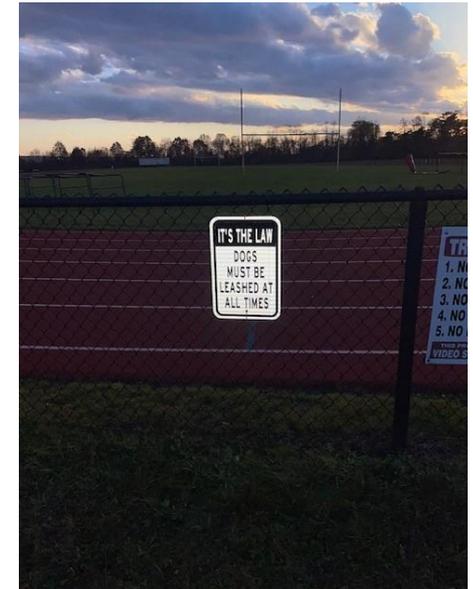


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District wide - signage





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Stadium – bleacher repairs



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October Completed Work Orders

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

This sheet was generated on 10/31/2023. Please use the TELS website to view the latest data.

Closed Date 10/01/2023 - 10/31/2023

Work Order #	Summary	Building	Area Name	Status	Closed By
1383	Install Hooks	Riverside School District	508 Classroom	Closed	Brian West
1384	Replace the electrical cord on the garage door at East	Riverside School District	307 Mechanical/Boiler Room	Closed	Brian West
1385	Line the soccer field in Moosic 10/10 or 10/11- game 10/12	Riverside School District	Maintenance Garage	Closed	Brian West
1386	Grease and oil all circulator pumps (6 in H/S)(6 East)(2 West)	Riverside School District	Maintenance Garage	Closed	Brian West
1387	Repair toilet, girl's room at West. Not flushing.	Riverside School District	Girls Bathroom	Closed	Brian West
1388	Replace shut-off on the unit at the main entrance at East	Riverside School District	Main Lobby	Closed	Brian West
1389	Adjust the smartTVs in rooms: 505, 508, 501, 310, 311, 106, 107, 309, 305	Riverside School District	Main Lobby	Closed	Brian West
1390	Adjust smartTVs in High School rooms: 229	Riverside School District	229 Classroom	Closed	Brian West
1391	Remove smartboard from room 209, install a new board taken from room245	Riverside School District	209 Classroom	Closed	Brian West
1392	Line the football field for the game on 10/20- -Old Forge	Riverside School District	Main Football Field	Closed	Brian West
1393	Replace the blower fan on the Kubota z1021 zero turn	Riverside School District	Maintenance Garage	Closed	Brian West
1394	Set up the Skolastic Commons for the College Fair	Riverside School District	212 Library	Closed	Brian West
1395	Install 15 cleats and 18' support bar on the bleachers at the stadium	Riverside School District	Main Football Field	Closed	Brian West
1396	Get photo and measure the Lady Vikes sign at Birney Beverage	Riverside School District	Maintenance Garage	Closed	Brian West
1397	Check the outlet in the rear of room 319. Repair as necessary.	Riverside School District	319 Science Room	Closed	Brian West
1398	Replace 3 fire extinguisher covers at East	Riverside School District	230 Maintenance Office	Closed	Brian West
1399	Set up auditorium for the Challenge Program	Riverside School District	Melville Davis Auditorium	Closed	Brian West
1401	Set up for the blood drive on 10/31 - 10 tables/chairs/garbage cans	Riverside School District	314 Auxiliary Gymnasium	Closed	Brian West

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October Completed Work Orders

1402	PM the Land Pride finish deck and prepare for winter storage	Riverside School District	Maintenance Garage	Closed	Brian West
1403	Replace STOP sign and NO EXIT signs at East Elementary	Riverside School District	outside grounds	Closed	Brian West
1404	Replace DO NOT ENTER sign at the high school and on the front gate	Riverside School District	Parking Lot	Closed	Brian West
1405	Adjust 4 smart boards in the high school rooms: 320,233,209,229	Riverside School District	Main Lobby Common Area	Closed	Brian West
1406	Adjust 11 smarTVs in East: 507,505,508,501,512,310,311,106,107,308,309	Riverside School District	230 Maintenance Office	Closed	Brian West
1407	Replace spud on the toilet in the ladies room at the field house	Riverside School District	Main Football field Garage	Closed	Brian West
1408	Replace the shut-off on the heater at the main entrance at East	Riverside School District	Main Lobby	Closed	Brian West
1409	Set up the Skolastic Commons for the College Fair - 11tables, 11chairs	Riverside School District	212 Library	Closed	Brian West
1410	Cut and trim the grass districtwide by 10/30	Riverside School District	Parking Lot	Closed	Brian West
1411	Cover 12 skylights in the gym for the pep rally on 10/20	Riverside School District	300 Gymnasium	Closed	Brian West
1412	Unload 22 stacks of pallets and set up the track for the bonfire	Riverside School District	Practice Football/Track Field	Closed	Brian West
1413	Clear the chiller area of high weeds and debris	Riverside School District	Parking Lot	Closed	Brian West
1414	Line football field for the game on 10/19	Riverside School District	Main Football Field	Closed	Brian West
1415	Line football field the week of 10/12 to not lose the lines	Riverside School District	Main Football Field	Closed	Brian West
1416	Complete the christmas light project at East - hang 3M light holders	Riverside School District	outside grounds	Closed	Brian West
1417	Complete the crosswalk project at East - paint lines and stone the exit	Riverside School District	Parking Lot	Closed	Brian West
1365	Get x595 John Deere from East, take to Lindsey Lawn and Garden - Ashley	Riverside School District	230 Maintenance Office	Closed	Brian West
1366	Install a new lock on the trophy cabinet in the common area	Riverside School District	Main Lobby Common Area	Closed	Brian West
1367	Change the gandle, flush valve, vacuum breaker and body - East 6th grade boys	Riverside School District	Boys Bathroom beside 325	Closed	Brian West
1368	Repair Sanitaire vacuum at West	Riverside School District	120 Maintenance Shop	Closed	Brian West
1369	Perform preventative maintenance on the salter at the stadium mtce. garage	Riverside School District	Maintenance Garage	Closed	Brian West

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October Completed Work Orders

1370	Repair the cleat cleaners at the stadium - 6 panels are broken	Riverside School District	Main Football Field	Closed	Brian West
1371	Install handwash dispenser at the music room	Riverside School District	130 Classroom	Closed	Brian West
1372	Blow out coils and clean the conden. trays on both refrigerators in HomEC	Riverside School District	308 Classroom	Closed	Brian West
1373	Apply 2 coats of DryLock and paint the curb in the front of the high school	Riverside School District	Parking Lot	Closed	Brian West
1374	Adjust or replace the microswitch on the Kubota tractor	Riverside School District	Maintenance Garage	Closed	Brian West
1375	Line the varsity soccer field for the game on 10/2	Riverside School District	Scooter field in Moosic	Closed	Brian West
1376	Reset AHU 8 and AHU 3 in East Air handler rooms	Riverside School District	125 Janitors Closet	Closed	Brian West
1377	Pressure wash/ deep clean 5 sets of restrooms at East	Riverside School District	125 Janitors Closet	Closed	Brian West
1378	Line the varsity football field for the game on 10/6	Riverside School District	Main Football Field	Closed	Brian West
1379	Install step treads on both of the stairwells in the 7th and 8th grade stairwell	Riverside School District	Hallway	Closed	Brian West
1380	Install garage door molding on the door at West maintenance office	Riverside School District	120 Maintenance Shop	Closed	Brian West
1381	Cut down 2 large trees in the front of the high school and remove logs and brush	Riverside School District	Parking Lot	Closed	Brian West
1382	Clean and organize the unfinished area	Riverside School District	124 Storage Room	Closed	Brian West



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October Tasks Complete

Work History Report - Riverside School District/Metz, Taylor PA *Report Created on October 31, 2023 at 2:26 PM*

Task Type	Building	Due Date	Category	Task Description	Task Completion
Regulatory Requirement	Riverside School District	10/31/2023	Ansul System	Ansul Systems: Owner's Inspection - Quick Check	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	10/31/2023	Detectors - Smoke	Detectors: Test battery operated smoke detectors	Marked done on-time by Brian West
Preventive Maintenance	Riverside School District	10/31/2023	Dishwashers	Dishwashers: In-house Inspection	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	10/31/2023	Doors	Doors, Locks & Alarms: Corridor - Doors	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	10/31/2023	Doors	Doors, Locks & Alarms: Test operation of doors and locks.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	10/31/2023	Elevators	Elevator: Firefighters' Emergency Operation Testing	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	10/31/2023	Emergency Lighting	Emergency Lighting: Check illumination of exit lighting and exit signs.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	10/31/2023	Emergency Lighting	Emergency Lighting: Conduct a 30 second functional test.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	10/31/2023	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	10/31/2023	Fire Extinguishers	Fire Extinguishers: Check and initial fire extinguishers	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	10/31/2023	Fire Sprinkler System	Fire Sprinkler System: In-house inspection.	Marked done on-time by Brian West
Preventive Maintenance	Riverside School District	10/31/2023	Grease Traps	Grease Trap: Inspect grease trap	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	10/31/2023	Oxygen Systems	Oxygen Storage: Gas Equipment - Cylinder and Container Storage	Marked done on-time by Brian West
Preventive Maintenance	Riverside School District	10/31/2023	Roof	Roof: Regular maintenance and safety inspection.	Marked done on-time by Brian West
Loss Prevention	Riverside School District	10/31/2023	Safety Committee	Safety Committee: Conduct October Safety Committee Meeting	Marked done on-time by Brian West
Preventive Maintenance	Riverside School District	10/31/2023	Vehicles	Vehicle Inspection: Safety inspection	Marked done on-time by Brian West

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October Tasks Complete

Regulatory Requirement	Riverside School District	10/31/2023	Water Systems	Water Systems: Inspect eyewash stations.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	10/28/2023	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	10/28/2023	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 District	10/28/2023	Temperatures	Temperatures: Test and log air temperatures	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	10/28/2023	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	10/28/2023	Temperatures	Water Temps: Test and log	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	10/21/2023	Dryer Vents	Dryer Vent: Complete In-	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	10/21/2023	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 District	10/21/2023	Temperatures	Temperatures: Test and log air temperatures	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	10/21/2023	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	10/21/2023	Temperatures	Water Temps: Test and log the hot water temperatures.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	10/14/2023	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	10/14/2023	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 District	10/14/2023	Temperatures	Temperatures: Test and log air temperatures	Marked done on-time by Brian West



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October Tasks Complete

Regulatory Requirement	Riverside School District	10/14/2023	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	10/14/2023	Temperatures	Water Temps: Test and log the hot water temperatures.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	10/7/2023	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	10/7/2023	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 District	10/7/2023	Temperatures	Temperatures: Test and log air temperatures	Marked done on-time by Brian West
Regulatory Requirement	Riverside School District	10/7/2023	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	10/7/2023	Temperatures	Water Temps: Test and log the hot water temperatures.	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, Jennifer Kempf, Jaliza Chaplin, Miranda Wachilla, Amanda Bair, Thomas Fontaine, James Coleman, Kelly Fontaine

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Scheduled Projects

- PM of the High School and West Elementary
- Install HUDL camera in the Main Gym
- Install winter weather equipment
- Deep cleaning of the classrooms during the Thanksgiving break



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Employee Recognition

- This month, I would like to recognize Kayla Pacuilli. As the evening supervisor, Kayla not only alarms the buildings at the end of the day, she inspects the areas that are cleaned and communicates effectively with me assuring compliance to the cleaning guidelines. She also must cover for areas within the district that need to be serviced when employees request time off. This month, she has covered areas 3 to 4 shifts each week. Without fail, she simply goes about her business daily, ensuring the district is fully prepared for business. Please join me in congratulating Kayla.

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