



METZ EVS



# Metz

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**Metz EVS Monthly Operations Report**

November 2022

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# Riverside School District



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# General Updates

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- 66 work orders completed
- The track and field discus cage project has been completed along with digging out the shot-put area
- The District is ready for winter weather. 3 pallets of ice melt on-hand and the vehicles have all been fitted with winter equipment
- The Stadium banners, wind breaker, and yard markers have been secured for the off season
- Fall clean-up of the property is complete
- Summer equipment has been winterized.

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# Track and Field Discus Cage Install



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# Track and Field Discus Cage Install

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# Winter Weather Preparedness



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# Parking Blocks at the Administration Building

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# Completed Work Orders

837	Install senior soccer banners at the stadium facing main st.	Riverside High School	Other	Main Football Field	Brian West
838	Remove the senior football and soccer banners from the stadium, take to garage	Riverside High School	Other	Maintenance Garage	Brian West
839	Remove yard markers from the football field and take to the garage	Riverside High School	Other	Main Football Field	Brian West
840	Remove 3 signs from the endzone and take to the maint. garage	Riverside High School	Other	Main Football Field	Brian West
841	Remove the old discus cage from the track throwing area	Riverside High School	Other	Practice Football/Track	Brian West
842	Replace faucet in the girl's room at West room 109	Riverside Elementary	Other	109 Girls Bathroom	Brian West
843	Replace heat actuator in room 142 at West	Riverside Elementary	Other	142 Classroom	Brian West
844	Remove the throwing circles from the track and field area take to garage	Riverside High School	Other	Practice Football/Track	Brian West
845	Take down the throwing net, 2 man sled, and 5 man sled and secure in trailer	Riverside High School	Other	Practice Football/Track	Brian West
846	Install solenoid valve on the x300 lawn tractor	Riverside High School	Other	Maintenance Garage	Brian West
847	Install new deck belt on the x595 John Deere	Riverside High School	Other	Maintenance Garage	Brian West
848	Disassemble 8 bookcases and reassemble in the vestibule breezeway by unfinished	Riverside Middle	Other	124 Storage Room	Brian West
849	Detail gymnasium - topside and underneath bleachers, vents, and scrub floor	Riverside High School	Other	300 Gymnasium	Brian West
850	Set up the stage for the NHS induction ceremony	Riverside High School	Other	Melville Davis Auditorium	Brian West
851	Set up for the Veteran's Breakfast	Riverside High School	Other	Cafeteria	Brian West
853	Repair motion censor in the gym; at about 1/2 court.	Riverside High School	Other	300 Gymnasium	Brian West
854	Clean the 8x10 return air vent in the rear of the gym.	Riverside High School	Other	300 Gymnasium	Brian West
855	Change batteries and adjust clocks in 206, 231, Also, 116, 109	Riverside High School	Other	206 Computer Lab Room	Brian West
856	Remove chairs from the stage (for NHS Ceremony) and return them to shipping cont	Riverside High School	Other	Melville Davis Auditorium	Brian West
857	Clean out room 222. Send machines and books to the Unfinished area.	Riverside High School	Other	222 Classroom	Brian West
858	Change ceiling tiles in downstairs boy's room	Riverside Middle	Hallway	Boys Bathroom 100 Hallway	Brian West
859	Again - change ceiling tiles. Restroom flooded by student again.	Riverside Middle	Hallway	Boys Bathroom 100 Hallway	Brian West
860	Remove shelves from old Library and take to Unfinished	Riverside High School	Other	212 Library	Brian West

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# Completed Work Orders

864	Change light on the GMC 3500 for the salt spreader	Riverside High School	Other	Maintenance Garage	Brian West
865	Assemble a slide for the Sensory Room	Riverside Elementary	Office	Administration Offices	Brian West
866	Hang bulletin and white boards in the AS classroom	Riverside Elementary	Office	Administration Offices	Brian West
867	Repair the carpet molding in the hallway at West by old Admin Space	Riverside Elementary	Office	Administration Offices	Brian West
868	Remove all of the books in the Main entrance vestibule at West	Riverside Elementary	Common Area	Main Entrance	Brian West
869	Deep clean all of the bathrooms at West	Riverside Elementary	Common Area	Main Entrance	Brian West
870	Clean all of the light fixtures in the hallways at West	Riverside Elementary	Hallway	Hallway Closet	Brian West
871	Set up for Breakfast with Santa	Riverside High School	Common Area	Main Lobby Common Area	Brian West
872	Secure the soccer nets from practice field along with football practice equipm	Riverside High School	Other	Practice Football/Track	Brian West
873	Get tables from Gaughan Auto from VHV for BINGO event at East	Riverside High School	Other	Maintenance Garage	Brian West
874	Replace 3 way actuator in room 219	Riverside High School	Other	219 Classroom	Brian West
875	Replace faucet in boy's room outside (154) classroom	Riverside Elementary	Other	154 Classroom	Brian West
876	Replace heater and cooling actuators in room 209	Riverside High School	Other	209 Classroom	Brian West
877	Replace 2-way actuator in room 233	Riverside High School	Other	233 Classroom	Brian West
878	Replace 3-way actuator in room 307	Riverside High School	Other	307 Family/Consume	Brian West
879	Replace 3-way actuator in room 310	Riverside High School	Other	310 Art Room	Brian West
880	Replace 3way heat actuator in room 320	Riverside High School	Other	320 Physics Room	Brian West
881	Replace 3way actuator in room 309	Riverside High School	Office	309	Brian West
882	Replace 3 way heat actuator in room 410	Riverside High School	Other	Clothing/Textiles 410 Band Room	Brian West
496	Install Tether Ball at West Elementary	Riverside Elementary	Office	Principal's Office Suite	Brian West
738	Replace gasket in the milk cooler	Riverside Elementary	Dietary	Kitchen	Brian West

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# November Tasks Completed

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

Report Created on December 9, 2022 at 2:22 PM

Due Date Timeframe: Last 3 Months

Building: All Buildings

Category: All Categories

Completion Status: All

Documentation Status: All

Task Type: All

Task Type	Building	Due Date	Category	Task Description	Task Completion
Regulatory	Riverside School Dist.	11/30/2022	Ansul System	Ansul Systems: Clean hood filters (use dishwasher if appropriate)	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	11/30/2022	Ansul System	Ansul Systems: Owner's Inspection	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	11/30/2022	Detectors - Smoke	Detectors: Test battery operated smoke detectors	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	11/30/2022	Detectors - Smoke	Detectors: Test carbon monoxide detectors.	Marked done on-time by Brian West
Preventive Mtce.	Riverside School Dist.	11/30/2022	Dishwashers	Dishwashers: In-house Inspection	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	11/30/2022	Doors	Doors, Locks & Alarms: Corridor - Doors	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	11/30/2022	Doors	Doors, Locks & Alarms: Test operation of doors and locks.	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	11/30/2022	Elevators	Elevator: Firefighters' Emergency Operation Testing	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	11/30/2022	Emergency Lighting	Emergency Lighting: Check illumination of exit lighting and exit signs.	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	11/30/2022	Emergency Lighting	Emergency Lighting: Conduct a 30 second functional test.	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	11/30/2022	Fire Alarm System	Fire Alarm System: Conduct routine test of fire alarm system	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	11/30/2022	Fire Extinguishers	Fire Extinguishers: Check and initial fire extinguishers	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	11/30/2022	Fire Sprinkler System	Fire Sprinkler System: In-house inspection.	Marked done on-time by Brian West
Preventive Mtce.	Riverside School Dist.	11/30/2022	Grease Traps	Grease Trap: Inspect grease trap	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	11/30/2022	Oxygen Systems	Oxygen Storage: Gas Equipment - Cylinder and Container Storage	Marked done on-time by Brian West
Preventive Mtce.	Riverside School Dist.	11/30/2022	Roof	Roof: Regular maintenance and safety inspection.	Marked done on-time by Brian West
Loss Prevention	Riverside School Dist.	11/30/2022	Safety Committee	Safety Committee: Conduct November Safety Committee Meeting	Marked done on-time by Brian West
Preventive Mtce.	Riverside School Dist.	11/30/2022	Vehicles	Vehicle Inspection: Safety inspection	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	11/30/2022	Water Systems	Water Systems: Inspect eye wash stations.	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	11/26/2022	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	11/26/2022	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	Riverside School Dist.	11/26/2022	Temperatures	Temperatures: Test and log air temperatures	Marked done on-time by Brian West

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# November Tasks Completed

Regulatory	Riverside School Dist.	11/26/2022	Water Systems	Water Systems: Testing and Monitoring of Water Management Plan for Legionella	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	11/26/2022	Temperatures	Water Temps: Test and log the hot water temperatures.	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	11/19/2022	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	11/19/2022	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	Riverside School Dist.	11/19/2022	Temperatures	Temperatures: Test and log air temperatures	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	11/19/2022	Water Systems	Water Systems: Testing and Monitoring of Water Management Plan for Legionella	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	11/19/2022	Temperatures	Water Temps: Test and log the hot water temperatures.	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	11/12/2022	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	11/12/2022	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	Riverside School Dist.	11/12/2022	Temperatures	Temperatures: Test and log air temperatures	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	11/12/2022	Water Systems	Water Systems: Testing and Monitoring of Water Management Plan for Legionella	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	11/12/2022	Temperatures	Water Temps: Test and log the hot water temperatures.	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	11/5/2022	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	11/5/2022	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	Riverside School Dist.	11/5/2022	Temperatures	Temperatures: Test and log air temperatures	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	11/5/2022	Water Systems	Water Systems: Testing and Monitoring of Water Management Plan for Legionella	Marked done on-time by Brian West
Regulatory	Riverside School Dist.	11/5/2022	Temperatures	Water Temps: Test and log the hot water	Marked done on-time by Brian West



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# Staffing

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

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# Scheduled Projects

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- Installation of a new fire hydrant at West Elementary
- HVAC preventive maintenance and actuator replacement
- Holiday Shows at the Auditorium
- Smart board relocation
- Installation of new heaters in the fieldhouse boys and girls rooms
- Breakfast with Santa

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# Employee Recognition

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- This month, I would like to recognize John Koytek. John has been with Riverside School District for 4 years. He is a loyal and dedicated employee who brings a unique set of talents to Metz. We have utilized his welding skills along with his ability to operate autonomously in the high school. John brings a good attitude and a valued set of hands to our group. We are fortunate to have employees like John in the fold.

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