



BOROUGH OF MT. OLIVER

(INCORPORATED NOVEMBER 9, 1892)

150 Brownsville Road Pittsburgh, PA 15210

Ph: 412-431-8107 Fax: 412-431-0184

www.MtOliver.com

Manager's Report

June 1, 2018 – June 30, 2018

I. SPECIAL PROJECTS

Early Intervention Program Phase II

Mt. Oliver was awarded an EIP Phase II Implementation Grant in the amount of \$179,770 for the following projects:

Zoning & SALDO Update

- Nothing new to report.

Land Management Software Update

(Closed out)

Electronic Document Management Software

(Closed out)

Website Development Project

(Closed out)

Parking Meter Upgrades

(Closed out)

Space Utilization & Feasibility Study

- Nothing new to report.

NPP/Economic Development

Roddler's

- Brashear is still very much committed to and expanding on the work they have undertaken in the Hilltop with the establishment of a new facility on Brownsville Road.
- To ensure that the project will be successful, Brashear has hired a fundraising consultant to assist in creating a Comprehensive Campaign and launched a Feasibility Study for the campaign, which involves an internal look at the organization, as well as outreach to the community.
- In the meantime, I am working with GRB on the Roddler Estate so if in fact the project is downsized, the Borough will still have control over Roddler's and its disposition.

The Bakery Society of Pittsburgh (TBSP)

- Construction is nearing completion. The following is a list of opening events –
 - **Ribbon Cutting Ceremony** – Thur. 7/5, 10:00 AM to 11:00 AM
 - **Soft Launch** – Sat. 7/7, 9:00 AM to 4:00 PM
 - **Regular Business Hours** – Beginning Mon. 7/9, 7:00 AM to 6:00 PM
 - **Grand Opening Event** – Thur. 7/12, 7:00 PM to 9:00 PM
- TBSP has filed paperwork to become its own non-profit. I have accepted a seat on the Board of Directors.

Façade Improvement Program

- The Hilltop Economic Development Corporation was awarded \$30,000 towards façade improvements.
- We are actively marketing the program and working with business owners on their application and designs.

Misc.

- Attended a meeting with TC Candy on 6/21 to discuss business strategy and marketing.
 - I have been working with a buyer to purchase and stabilize 141-143 Brownsville. The property transferred on 6/25 and the new owner has already begun the stabilization work.
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Property Stabilization/Blight

Property Stabilization Committee

- Attended the Property Stabilization Meeting on 6/20 where we planted a tree at 503 Margaret.

Vacant Property Recovery Program

- 303 Anthony
 - Application was submitted: 8/3/17.
 - Allegheny County is moving forward with legal proceedings with an expected closing date of early fall.
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Pavement Maintenance Program

2017 Utility Projects

- I attended a progress meeting with Columbia Gas on 6/15. The restoration of Arlington and adjacent streets from last year's gas line replacement will occur as soon as they can schedule a crew.

2018 Pavement Maintenance Program

- I attended a pre-construction meeting with Mele & Mele on 6/19 for the resurfacing of Pfeil, Coutts, and Anthony. They anticipate beginning work late-July/early-August.

2018 Utility Projects

- The utility work on Hays is expected to be completed by late-August. Similar to the Arlington project, Columbia Gas will do the base repair this year, and then mill & pave next year.
 - The work on Locust, Stamm, and Sherman will be postponed at least a year due to funding restrictions.
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Brownsville Road Streetscape

Streetscape Phase II (300-500 Blocks)

- Nothing new to report.
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Middle Way Parking Lot

- We are still looking for additional funds to complete this project.
 - Gateway submitted an application to CITF for gap funding, and we are awaiting the determination letter (probably Fall 2018).
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CD Year 43 – Storm Sewer Inlet Repairs

- The inlet repairs under this contract have been completed, and this project is ready to be closed out.
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CD Year 44 – Ormsby Park Retaining Wall

- Mt. Oliver was awarded \$20,000 for this project.
 - Because the grant award is only about 10% of the total project cost, we are looking into adjusting the scope to include only those repairs that are immediately necessary.
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II. OPERATIONS

Administration & Finance

- Weekly planning of schedule and priorities.
- Routine data entry and reporting.
- Communications with Council members.
- Reviewed and addressed emails.
- Reviewed and returned voicemail calls.
- Prepared for and attended the Agenda Meeting & Regular Meeting.
- Prepared monthly Manager's Report.

Budget

- Reviewed activities for June and updated Working Budget documents.

Insurance

Pensions

Refuse

- Continuing to monitor collection activities and work with residents on payment plans.
- I have reviewed the draft contract and submitted my comments to Keystone.

Tax Collection

- 2018 Current Taxes collected January 1, 2018 to June 30, 2018: \$619,103
 - (Compare to \$618,481 prior year)
- Delinquent Taxes collected for June, 2018: \$8,189

Misc.

- The 1995 Chevy sold for \$4,100 and the 2009 Crown Vic sold for \$2,050 via public auction.

Board & Commissions

Civil Service Commission

Planning Commission

Zoning Hearing Board

Code Enforcement / Ordinance / Zoning

- Prepared for and attended weekly Staff Meeting with the Code Enforcer.

See **attached** Report.

Community Affairs / Economic Development

- Continuing event planning activities for “Mt. Oliver Day” (**Sat. 6/23 from Noon to 4:00 PM**).
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Engineering

- Nothing new to report.
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Legal

Agreements/Contracts

Resolutions & Ordinances

Misc.

Organizations

Brashear Association

- Attended Brashear Board Meeting on 6/4.

Business Owners Association

- Attended the BOA Meeting on 6/15.

EDS

Mt. Oliver Volunteer Fire Department

- Attended the MOVFD Board Meeting on 6/6.

HEDC

- Prepared monthly financial reports.

SHACOG

- Attended the Refuse Pre-Bid Meeting on 6/8.
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Parks & Recreation

- Nothing new to report.
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Professional Development

- Nothing new to report.
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Public Relations

- Continued to post updates on social media.
 - Continued to post updates on website.
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Public Works

- Prepared for and attended weekly Staff Meeting with the Public Works Supervisor.

See **attached** Report.

Sanitary & Storm Sewer

CCTV

The 2018 contract was awarded to State Pipe Services, with a Borough share of \$28,120.80.

Excavation Repairs

The 2018 contract was awarded to Roto-Rooter, with a Borough share of \$41,042.50.

Pipe Lining

The 2018 lining projects have been setup by Gateway based on outstanding defects and defects found from prior year CCTV data. The project was bid in conjunction with the SHACOG under two separate contracts, Contract A for Spot Lining and Contract B for Manhole-to-Manhole Lining.

Spot Lining

The 2018 contract was awarded to Robinson Pipe, with a Borough share of \$19,800.00

Manhole-to-Manhole Lining

(No contract)

See **Engineer's Report** for additional updates and information on Sanitary & Storm Sewer Projects