



## **BOROUGH OF MT. OLIVER**

*(INCORPORATED NOVEMBER 9, 1892)*

150 Brownsville Road Pittsburgh, PA 15210

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www.MtOliver.com

### **Manager's Report**

*February 1, 2021 – February 28, 2021*

#### **Administration & Finance**

- Routine data entry and reporting.
  - Communications with Council, Engineer, and Solicitor.
  - Reviewed and responded to emails, phone calls, and service requests.
  - Reviewed budget, payroll, and other routine financial reports.
  - Monitored collection activities related to Business Privilege, Real Estate Tax, and Refuse billing.
  - Prepared for and attended Council Regular Meeting.
  - Completed monthly updates to Borough Website and weekly maintenance of social media accounts.
  - Prepared for annual audit that occurred the week of 2/8; Performed follow-up tasks.
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#### **Board & Commissions**

##### Civil Service Commission

- Prepared advertisement for the position of full-time police officer. Applications are due 3/17 and the Written Exam is scheduled for 4/8.

##### Planning Commission

##### Zoning Hearing Board

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#### **Code Enforcement**

See **Code Enforcement Report**.

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#### **Community & Economic Development**

- Attended Board Meeting and committee meetings of the Brashear Association.
  - Attended the Board Meeting and committee meetings of the HEDC.
  - Attended the EDS Board Meeting.
  - Attended meetings with commercial and residential real estate investors.
  - Prepared for and attended the first Down2Business workshop, a program that I developed in collaboration with Trailblaze Creative to provide education and technical assistance to area businesses.
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## **Projects & Grants**

### Allegheny Together Program

- Attended the Business District Advisory Committee Meeting review the draft Strategic Action Plan and provide feedback on priorities for technical assistance.

### Borough Building Parapet Wall & Façade Restoration

- The low-bidder for this project is Arch Masonry in the amount of \$51,536.00
- Attended a pre-construction meeting on 11/10.
- Work began on 12/13 and was expected to last approximately two months.
- I attended a site meeting on 2/24 to develop a punchlist.
- As of 2/28, the project is substantially complete. Outstanding items include installation of the lower sign, staining brick that the cap didn't cover, and some additional painting. A final inspection must also be performed to close out the building permit.

### Brownsville Road Decorative Light Pole Painting

- This project was removed from the Brownsville Road Streetscape scope and rebid separately. Bids were opened on 7/15. The low bidder was Lisanti Painting in the amount of \$74,000.00.
- Attended a pre-construction meeting on 8/13 and work began on 8/17; All work has been completed with the exception of several punchlist items that will be completed in the spring.

### Brownsville Road Traffic Signal Project

- The City of Pittsburgh received funding to replace their traffic signals at Brownsville & Arlington and at Brownsville & Bausman. The project is currently in the design phase and we have been coordinating with the City's engineering consultant on relevant aspects.

### CD Year 46 –ADA Ramps

- Gateway submitted the full application to complete ADA Ramp upgrades on Ormsby, Penn, and St. Joseph; An initial notice of award was received in the amount of \$20,000; SHACOG then increased the allocation, for a new award of \$42,158.
- The low bidder for the project was Excalibur Construction in the amount of \$27,837.50; Gateway will work with SHACOG to add additional work in order to utilize the full grant award.

### CD Year 47 –ADA Ramps

- Gateway submitted a pre-application to complete ADA Ramp upgrades on St. Joseph, Church, and Anthony; We received notice that the pre-application was approved; The full application was submitted on 11/6.

### 2020 Paving Program

- The 2020 Paving Program consists of resurfacing Charles, Goldbach, Middle, and John streets, as well as the Middle Way and Walnut Street, and Borough Building parking lots.
- The low bidder for the project was A. Folino Construction in the amount of \$198,426.53.
- All work has been substantially completed with the exception of several punchlist items that will be completed in the spring.

### 2021 Utility Projects

#### *Columbia Gas - Locust, Stamm, Sherman, et al.*

- The Street Opening Permit has been pulled and the project is anticipated to commence in Q2.
- A pre-construction meeting will be scheduled in the coming weeks.

*Pennsylvania American Water Company (PAWC) – Ormsby*

- PAWC has committed to replacing their main line on Ormsby. Gateway has begun taking field measurements and we are working to set up a meeting with PAWC to review the schedule and timeline.

Sanitary & Storm Sewer

- 2020 O&M Projects were bid through SHACOG and consist of:
  - CCTV – The low bidder was Robinson Pipe in the amount of \$19,645. A pre-construction meeting was held on 10/27. All work has been substantially completed and Gateway has prepared a punchlist to close out the contract.
  - Excavation Repairs (*closed out*)
  - Spot Lining (*closed out*)
  - MH-MH Lining – The low bidder was Jet Jack in the amount of \$19,570. A pre-construction meeting was held on 10/27. All work has been substantially completed. Once final CCTV data is received, Gateway will prepare a punchlist to close out the contract.
- 2021 O&M Projects
  - Gateway is reviewing prior year CCTV data to prepare recommendations for the Borough to be considered for the 2021 O&M. A meeting is scheduled for 3/9 to finalize the 2021 O&M plan.
  - Quotes are being solicited for a separate CCTV contract for Ormsby Ave to prepare for the upcoming paving project with PAWC.

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**Public Works**

See **Public Works Report**.

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