



BOROUGH OF MT. OLIVER

(INCORPORATED NOVEMBER 9, 1892)

150 Brownsville Road Pittsburgh, PA 15210

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www.MtOliver.com

Manager's Report

September 1, 2021 – September 30, 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.
 - Attended meeting with Duncan Financial Services to review 2022 Commercial Package & Workers Compensation Insurance renewal; Attended meeting with USI Insurance Services to review 2022 Health Insurance & Employee Benefits renewal; Attended a meeting with Municipal Benefits Services (MBS) to solicit alternative quotes for Health Insurance & Employee Benefits renewal.
 - Attended meeting with Precision Copy Products to review lease proposal for two new copiers.
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Board & Commissions

Civil Service Commission

Planning Commission

Zoning Hearing Board

Code Enforcement

- Attended meeting with BIU to review proposal for UCC services.
- Attended meeting with business owner to review zoning application.
- Prepared and sent out Notice of Demolition to owner of 513 Louisa & heirs.

See Code Enforcement Report.

Community & Economic Development

- Attended committee meetings of the Brashear Association.
- Attended the Board Meeting and committee meetings of the HEDC.
- Attended weekly Fall Fridays on Main events.
- Completed planning activities for Light Up Night / Small Business Passport Program.
- Prepared for and attended 2nd Vaccine Clinic on 9/9

- Attended Business District Tour with PNC Foundation on 9/10; Prepared and submitted proposal for additional funding for Façade Improvement Program
 - Attended Quarterly SPP Advisory Committee Meeting on 9/13.
 - Attended closing for 140 Margaret Street on 9/16.
 - Prepared for and attended Business Owner Meet-up on 9/29
 - Attended Public Art Walk-through 9/29.
 - Attended bi-weekly meetings with Director of Economic Development.
 - Attended meetings with architect and business owners to assist with design development for Façade Improvement Program.
 - Attended meetings with commercial and residential real estate investors.
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Misc.

Projects & Grants

Allegheny Together Program

- The Mt. Oliver Strategic Action plan is complete.
- 2021 Technical Assistance includes –
 - District Design Standards Scope
 - Traffic + Parking Study RFP
 - Business District Inventory
- Kick-off Meeting for the 2021 Technical Assistance projects occurred on 6/17 with the Business District Advisory Committee.
- Reviewed deliverables with Allegheny Together Team and set up additional meetings with the Business District Advisory Committee.
- Next Advisory Committee Meeting is scheduled for 10/6.

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.
- All punchlist items have been completed and this project is ready to be closed out.

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.
- The design phase is completed and plans have been reviewed and signed off by the Borough; The project will be bid in Fall of 2021 with construction beginning in Spring of 2022

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.
- Work began in mid-May; As of 8/31, all work has been substantially completed.

CD Year 47 –ADA Ramps

- Gateway submitted a full application to complete ADA Ramp upgrades on St. Joseph, Church, and Anthony; The Borough received notification that we awarded \$20,000 towards this project. Gateway is submitted a revised scope of work and the project is expected to be bid the end of June.

Keystone Communities Program

- Mt. Oliver Borough, in partnership with HEDC, was awarded \$50,000 from the Keystone Communities Program for a Façade Improvement Program in the 100-200 blocks of Brownsville Road. This is a 50% matching grant, where 25% will be matched the HEDC and 25% by the property owners.

2021 Paving Program

- The 2021 Paving Program consists of resurfacing Ormsby Ave.
- The low bidder was Independent Enterprises in the amount of \$119,686.25.

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 was held on 4/30.
- Work began in mid-May and is expected to last until the end of the year.

Pennsylvania American Water Company (PAWC) – Jacob, Overhill, et. al.; Ormsby; Penn

- PAWC originally committed to replacing their main line on Ormsby; Since then, they have identified the need to also replace lines on Jacob, Overhill, and surrounding streets.
- A preconstruction meeting for Jacob & Overhill was held on 6/15; As of 8/31, all service lines have been installed and the trench lines have been temporarily restored; Gateway will inspect the restoration for the winter; PAWC will have to come back out in 2022 to transfer the services and perform the full restoration.
- A preconstruction meeting for Ormsby was held on 9/2. Work began in late-September and is expected last several weeks; Services will be completed by April so the Borough can pave.

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 (*closed out*)
- 2021 O&M Projects
 - CCTV – The low bidder was State Piper Service in the amount of \$12,370.00.
 - Excavation Repairs – The low bidder was State Pipe Services in the amount of \$16,325.00.
 - Spot Lining – The low bidder was State Pipe Services in the amount of \$27,710.00.
 - MH-MH Lining – The low bidder was Jet Jack in the amount of \$8,680.00.

Public Works

See **Public Works Report**.