



BOROUGH OF MT. OLIVER

(INCORPORATED NOVEMBER 9, 1892)

150 Brownsville Road Pittsburgh, PA 15210

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www.MtOliver.com

Manager's Report

January 1, 2022 – January 31, 2022

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 the Re-Organization Meeting.
 - Prepared for and attended Council Regular Meeting.
 - Completed monthly updates to Borough Website and weekly maintenance of social media accounts.
 - Prepared and mailed out 2022 Business Privilege Registration & Tax forms.
 - Prepared and mailed out 2021 Delinquent Refuse bills.
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Board & Commissions

Civil Service Commission

- (3) Applications received for Full-Time Police Officer; The Physical Agility Test occurred on 1/18 – only (1) applicant was present. The Written Exam and the Oral Exam occurred on 1/26 & 1/28, respectively. (1) candidate is eligible to proceed in the examination process.
- A Civil Service Commission Meeting was scheduled for 1/17, but had to be postponed due to inclement weather; Prepared and submitted the Annual Report of the Civil Service Commission.

Planning Commission

- The Planning Commission met on 1/24 to review an application to consolidate the parcels at 106 & 108 Ormsby. The owner of 106 Ormsby is acquiring the vacant property 108 Ormsby through the Allegheny County Vacant Property Recovery Program. They intend demolish the structure and create off-street parking. The Planning Commission approved the application and recommended to Borough Council. The plans are now under review by the Borough Engineer for comments as to form and will be circulated for signature.

Zoning Hearing Board

- The Zoning Hearing that was scheduled for 1/19 to hear the appeal of a fence permit that was issued to Family Dollar has been rescheduled to 3/2.
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Code Enforcement

See Code Enforcement Report.

Community & Economic Development

- Attended Board Meeting committee meetings of the Brashear Association.
 - Attended the Board Meeting and committee meetings of the HEDC.
 - Attended bi-weekly meetings with Director of Economic Development.
 - Attended the Quarterly NPP Advisory Committee Meeting.
 - Attended site meetings for the Property Stabilization Program.
 - Processed Façade Improvement Program, Rent Abatement, and MTAP applications.
 - Attended meetings with commercial and residential real estate investors.
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Misc.

- Attended Annual Meeting with PA Repr. Jessica Benham to discuss Borough projects and priorities.
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Projects & Grants

Allegheny Together Program

- A doodle poll has been circulated to the Advisory Committee to plan for the 2022 Kick-Off Meeting – Mt. Oliver’s final year of technical assistance. I have reached out the project manager to send an introductory email to the newly elected officials and include in all future communications.

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 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.
- Only one bid was received which came back higher than the engineering estimate; As a result, the project will be rebid.

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.
- (16) applications have been received. Bidding docs are being finalized by the architect that projects are expected to be bid as a package in mid-February with award letters issued in March.

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. The project will commence as soon as PAWC finishes installing the services in the Spring of 2022.

Utility Projects

Columbia Gas - Locust, Stamm, Sherman, et al. (2021-2022)

- Work has concluded for the season with restoration expected to commence in the Spring of 2022.

Columbia Gas – Penn & St. Joseph (2022)

- Work commenced on 1/5.

Pennsylvania American Water Company (PAWC) – Jacob, Overhill, et. al.; Ormsby; Penn (2021-2022)

- 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.
- Temporary restoration on Ormsby & Walter is scheduled to occur the first two weeks of January; Work will resume in the Spring of 2022 which includes installing the services, as well as final the restoration.

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.
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Public Works

See **Public Works Report**.