



## **BOROUGH OF MT. OLIVER**

*(INCORPORATED NOVEMBER 9, 1892)*

150 Brownsville Road Pittsburgh, PA 15210

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www.MtOliver.com

### **Manager's Report**

*December 1, 2022 – December 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 Council Regular Meeting.
  - Prepared for and attended a Collective Bargaining Meeting with the Public Works Union and the Personnel Committee; Performed follow-up tasks.
  - Completed monthly updates to Borough Website and weekly maintenance of social media accounts.
  - Continued procurement & set-up activities for utility billing software; Parking enforcement software
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#### **Board & Commissions**

##### Civil Service Commission

- A hiring notice was published in the Post-Gazette and online for the position of Full-Time Police Officer; Applications were due 9/2 and (2) applications were received; The Physical Agility Test & the Written Exam occurred 10/4 and the Oral Exam on 11/17; Background checks have been completed and (1) applicant is eligible to move on in the process.
- The Civil Service Commission met on 12/19 to certify the eligibility list.

##### Planning Commission

- The Planning Commission & Public Art Committee met on 10/19 to develop design guidelines for the Public Art Overlay Ordinance; Reviewed draft documents; Performed follow-up tasks
- A final meeting was held on 12/14 where guidelines were approved by the Planning Commission and recommended to Borough Council.

##### Zoning Hearing Board

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#### **Code Enforcement**

See **Code Enforcement Report**.

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## **Community & Economic Development**

- Prepared for and attended committee meetings of the Brashear Association.
  - Prepared for and attended the Board Meeting and committee meetings of the HEDC.
  - Attended bi-weekly meetings with Director of Economic Development.
  - Processed Façade Improvement Program, Rent Abatement, and MTAP applications.
  - Attended meetings with commercial and residential real estate investors.
  - Attended Quarterly NPP Advisory Committee Meeting.
  - Attended Quarterly Business Owner Networking Meeting.
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## **Misc.**

- Attended the W. PA Manager's Luncheon.
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## **Projects & Grants**

### Allegheny Together Program

- A feedback and listening session was held in the Fall with the Allegheny Together Team as we approach the end of the program. There will be one final meeting with the Business District Advisory Committee to present the findings from the Clock Tower survey and public forum.

### Brownsville Road Traffic Signal Project

- The City of Pittsburgh received funding to replace their traffic signals at Brownsville & Arlington and at Brownsville & Bausman.
- Work began in June and will continue sporadically at the intersections from the Southside Flats to Mt. Oliver through 2023.
- Bi-weekly coordination meetings are being held to keep all stakeholders informed through the duration of the project.

### 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 was rebid; A new bid was received and approved from Avelli Corporation in the amount of \$29,600.25; The contractor has now fully executed the contract and SHACOG issued the notice to proceed in June; Work began in September and was initially unsatisfactory; Gateway is working with the contractor to rectify the situation.

### 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 with (10) projects awarded to date; The HEDC is working with the engineer to finalize estimates on the remaining projects.

### 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
- Paving has been completed, including punchlist items. Line striping will occur in the spring.

### Transverse Park Master Plan

- Mt. Oliver was awarded \$25,000 from the PA Department of Conservation & Natural Resources (DCNR) for the development of a Master Site Plan for Transverse Park.
- Attended a kick-off meeting with DCNR on 12/6 regarding contract administration and procurement requirements.

### Utility Projects

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

- All restoration work has been completed, except for the 100-block of Stamm. Gateway is coordinating with PWSA to install an inlet on Stamm to address water issues prior to paving.

#### *Columbia Gas – Penn & St. Joseph (2022)*

- Work commenced in January 2022 and installation was completed in late-December 2022.
- CCSI is scheduled to begin the permanent trench restoration in early-January 2023. The restoration is expected to last 3-4 weeks, weather permitting.

#### *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.
- All restoration work on Ormsby, except for the mill and pave has been completed. Gateway is coordinating with Independent Enterprises on a schedule for paving.
- Work began on Penn in August and was completed in September. PAWC will be back to complete the service lines in the spring.

### Sanitary & Storm Sewer

- 2022 O&M Projects
    - CCTV – The low bidder was State Pipe Services in the amount of \$24,712.50; State pipe began televising on 9/7/2022 and completed the punch-list items on 1/10/2023. Gateway is reviewing the data for completeness.
    - Excavation Repairs (**closed out**)
    - Spot Lining – The low bidder was State Pipe Services in the amount of \$9,550.00; The contractor completed the spot lining on 1/11/2023. Gateway will review post-lining CCTV and will process payment application once any punch-list items are completed.
    - MH-MH Lining – The low bidder was Insight Pipe Contracting in the amount of \$48,550.00; The contractor completed the MH-MH lining on 10/27/2022. Gateway has reviewed the post-lining CCTV and recommended payment. This project is ready to be closed out.
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### **Public Works**

See **Public Works Report**.