



## **BOROUGH OF MT. OLIVER**

*(INCORPORATED NOVEMBER 9, 1892)*

150 Brownsville Road Pittsburgh, PA 15210

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www.MtOliver.com

### **Manager's Report**

*October 1, 2023 – October 31, 2023*

#### **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.
  - Oversee monthly sewage and refuse billing activities.
  - Monitor collection activities related to Business Privilege, Delinquent Real Estate Tax, and Delinquent Sewage & Refuse collections.
  - Prepared for and attended weekly Staff Meeting Borough staff.
  - Prepared for and attended monthly Staff Meeting with Engineers.
  - Prepared for and attended the Council Regular Meeting.
  - Continued budget preparation activities; Prepared for and Budget Workshops.
  - Prepared for an attended renewal meetings for insurance policies; Performed follow-up tasks; Coordinated open enrollment activities for employee benefits.
  - Attended meeting with TrailBlaze to review web refresh and automate forms; Provided comments and feedback.
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#### **Board & Commissions**

Civil Service Commission

Planning Commission

Zoning Hearing Board

- Prepared for and attended Zoning Hearing on 10/19.
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#### **Code Enforcement**

- Continued supplementing weekly code enforcement activities until an ordinance officer is hired.

See **Code Enforcement Report**.

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

- Prepared for and attended Board Meeting and committee meetings of the Brashear Association.
- Prepared for and attended Board Meeting and committee meetings of the Hilltop Alliance.
- Prepared for and attended the Board Meeting and committee meetings of the HEDC.
- Attended the quarterly Hilltop Business Owners Association meet-pp.

- Attended the monthly Mt. Oliver ReddUp + GreenUp Group meet-up.
  - Attended bi-weekly meetings with Director of Economic Development.
  - Attended meetings with commercial and residential real estate investors.
  - Continued planning and preparation activities for the Mt. Oliver Halloween Walk & Night Market.
  - Began planning and preparation activities for the Passport Program, Light Up Night, & Cookie Tour.
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## Misc.

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## Projects & Grants

### 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.
- This project has been completed; Traffic will be monitored for 30 days for any adjustments to the signals.

### 2023 Paving Program

- The 2023 Paving Program consists of resurfacing Penn Ave & St. Joseph Street with cost sharing from the utility companies; It also includes replacing sidewalk at Ormsby Park and repairing the Sunoco.
- A site meeting and walkthrough occurred in February and Gateway put together at bid package for public advertisement; A pre-bid meeting was held on 3/28/2023 with the bid opening on 4/4/2023; Gateway has recommended to Council to award the project to Independent Enterprises in the amount of \$481,279, with the breakdown as follows –
  - Hays Ave (Brownsville to Ormsby) - \$112,160
  - Penn Ave - \$173,869 [to be split with Columbia Gas & PA American Water]
  - St. Joseph Street - \$137,165 [to be split with Columbia Gas]
  - Ottillia Street - \$58,058 [to be paid by Columbia Gas]
- All work has been completed, including punchlist items. This project is ready to be closed out.

### LSA Grant Application

- The Borough intends to submit an application for paving Borough, Brandon, and Hamel Way, along with the reconstruction of the 100-block of Stamm.

### 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; Submitted the final Scope of Work and RFP to DCNR for review and approval.
- The final Scope of Work and RFP have been approved; This is scheduled to be advertised on 11/15 with proposals due by 12/15.

## Utility Projects

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

- All restoration work has been completed, except for the 100-block of Stamm due to a pre-existing drainage issue; This is expected to be completed in 2024.

### *Columbia Gas – Penn & St. Joseph (2022) [Closed out]*

### *Columbia Gas – Cross Bore Program (2023) [Closed out]*

### *Pennsylvania American Water Company (PAWC) – Jacob, Overhill, et. al.; Ormsby; Penn (2021-2022) [Closed out]*

### *Pennsylvania American Water Company (PAWC) – Quincy, Onyx, Fulton (2024)*

- PAWC is planning to replace their main lines on Quincy, Onyx, and Fulton in 2024. The Borough is coordinating a meeting to review the project and timeline.

## Sanitary & Storm Sewer

### *O&M Projects [Closed out]*

### *Stamm Ave Drainage Project*

- Attended a meeting with PWSA on 4/5 to ask review potential project and to request permission to tap into PWSA's system for underdrain; Gateway has prepared a proposal to submit to PWSA for review and approval; A plan review meeting occurred with PWSA on 5/18 and the Borough was requested to submit a sample of the flow; We are still awaiting a determination from PWSA, but it is likely that they will require a stormwater project to offset the additional flow.
- The Borough is submitting and application to the LSA Grant Program for the reconstruction of the 100-block of Stamm which should permanently resolve the drainage issue.

### *Phase II Consent Order*

- Gateway continues to monitor flow monitoring data and to identify potential qualifying projects for I&I reduction.

### *ALCOSAN Regionalization*

- The Borough has requested from ALCOSAN a copy of the Regionalization Transfer Agreement, as well as the proposed segments subject to regionalization in order to evaluate and make a recommendation to Council.

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## **Public Works**

See **Public Works Report**.