



BOROUGH OF MT. OLIVER

(INCORPORATED NOVEMBER 9, 1892)

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Manager's Report

February 1, 2025 – February 28, 2025

Administration & Finance

- Routine data entry and reporting.
 - Daily check-in and weekly tactical meetings with Staff.
 - 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.
 - Submitted annual compliance forms and surveys; Mailed out renewal applications and forms for the ambulance service, business privilege tax, mechanical device tax, and rental registrations.
 - Prepared for Audit; Performed follow-up tasks.
 - Prepared for and attended the Council Regular Meeting.
 - Prepared for and attended contract meeting with Pittsburgh EMS.
 - Prepared the Spring Newsletter.
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Board & Commissions

Civil Service Commission

- Applications for full-time police officer are being accepted until March 14th; The position was advertised on Monster, Indeed, the Tribute-Review, the Observer-Reporter, Facebook, and the Website.

Planning Commission

Zoning Hearing Board

Code Enforcement

See **Code Enforcement Report**.

Community & Economic Development

- Prepared for and attended the Board Meeting and committee meetings of the Hilltop Alliance.
- Prepared for and attended committee meetings of the HEDC.
- Prepared for and attended committee meetings of the Brashear Association.
- Attended bi-weekly meetings with Director of Economic Development.

- Attended meetings with commercial and residential real estate investors.
 - Attended meeting with Partner4Work to bring additional workforce development programming to Mt. Oliver.
 - Attended meeting with the Birmingham Foundation to collaborate on additional youth programming and other community services for Mt. Oliver.
 - Attended a meeting with LEVEL and the Hilltop Alliance to discuss potential housing initiatives for Mt. Oliver.
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Misc.

- Participated in a Leadership Pittsburgh Panel.
 - Attended the Allegheny Together Summit and spoke about Mt. Oliver's experience with the program.
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Projects & Grants

Allegheny Together

- The Allegheny Together Program has additional funding to update the Mt. Oliver Strategic Action Plan for the Business District. I attended a meeting with Fourth Economy to review the scope of work. They have been gathering data over the past month and developed a survey for public input. The survey has been shared on social media, through direct mail, and with neighboring community groups. Fourth Economy also popped up at the Hilltop Harvest Fest on 9/14 with the survey.
- Attended a meeting on 12/9 to review preliminary survey results and discuss next steps.
- Attended a meeting on 1/24 to discuss deliverables.

Main Street Matters

- The Borough and Gateway submitted a Main Street Matters grant application for Façade Improvements in the 100-300 blocks of Brownsville, as well as Hays in the amount of \$100,000.

LSA Grant (Paving Program)

- The Borough was awarded an LSA grant in the amount of \$423,934 for paving Borough, Brandon, and Hamel Way, along with the reconstruction of the 100-block of Stamm.
- This project is currently out to bid with the pre-bid meeting scheduled for 3/18, and the bid opening scheduled for 4/15.

LSA Grant (Public Works Vehicle)

- The Borough and Gateway submitted an LSA grant application to purchase a new salt truck in the amount of \$119,124.

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. This planning firm specializes in parks and recreation as well landscape architecture. They have completed a number of comparable projects in the City of Pittsburgh and surrounding Boroughs and Townships.
- A kick-off meeting with the consultant team and the steering committee was held on 3/21; Working with committee to identify key stakeholders interviews; Review draft survey for community members (and key locations to distribute copies)
- Prepared for and attended the Public Outreach "Open House" on 5/2 on The Deck
- Reviewed feedback received from surveys, outreach, and focus groups with the consultant team

- Attended committee meeting on 7/8 where the consultant team presented the several concept maps for the committee to react to; Based on feedback, the consultant team made revisions and popped up at the Hilltop Harvest Fest on 9/14 to seek additional input.
- Attended committee meeting on 11/4 to finalize the concept map based on public feedback. A final presentation is scheduled for 1/16 with Borough Council and the public. It is important that the plan is adopted by mid-February to apply for the next round of DCNR implementation funds.
- Attended the public presentation on 1/16.
- The final plan document and report has been prepared and circulated to the committee.

Multimodal Transportation Fund

- The Borough was awarded a Multimodal Transportation Fund grant in the amount of \$138,538 for sidewalk and ADA improvements on Church and Ottillia Street, otherwise known as the Safe Routes to School Program.

ALCOSAN Grow Grant

- The Borough was awarded an ALCOSAN Grow grant application in the amount of \$94,700 for pipe lining throughout the Borough which will reduce inflow and infiltration into the Sanitary Sewer System and satisfy much of Borough's obligations in the new Phase II Consent Order.

TreeVitalize

- The Fall 2024 project consisting of (25) trees has been closed out. We are planning to submit an application for a additional trees for the Spring 2025 round.
- The TreeVitalize Program indicated that there is a shortage of trees for a Spring 2025, but we should resubmit for Fall 2025.

Act 152 Allegheny County Blight Removal Program

- The Borough and Gateway submitted an application in the amount of \$61,200 for the demolition of 110 Locust Street and 210 Elizabeth Street.

DEP MORE Program

- The Borough was awarded a DEP MORE grant in the amount of \$50,000 for an energy audit of the Borough Building. The energy audit cost is around \$5,000, but the Program Officer encouraged Mt. Oliver to apply for the full amount of \$50,000 that can also be used for project design and a rate buy down if the Borough should choose to proceed with implementation based a cost analysis. However, there is no obligation to use all of the funds. The Borough can also use the energy audit findings to potentially leverage additional grants in the future.

2025 Pavement Maintenance Program

2025-2030 Pavement Maintenance Plan

- Working with Gateway Engineers to develop a multi-year, best-practice Pavement Maintenance Plan with a focus on preventative maintenance.

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 2025 in conjunction with the LSA grant award.

Columbia Gas - Quincy (2025)

- Attended a pre-construction meeting with Columbia Gas for the Quincy Ave gas line project.
 - A street opening permit has been filed, but work has not yet commenced; This project is expected to last through the summer.

Sanitary & Storm Sewer

O&M Projects

- Gateway prepared quantities and mapping for the 2025 CCTV contract. Gateway has also reviewed the 2024 CCTV data and developed a list of recommended O&M repairs for 2025. Borough Staff is meeting with Gateway on 3/18 to finalize both the CCTV and the repair list.

Stamm Ave Drainage Project

- The Borough received an LSA Grant in the amount of \$423,934 for the reconstruction of the 100-block of Stamm to permanently resolve the drainage issue.

Phase II Consent Order

- The Borough received a grant from the ALCOSAN Grow Program in the amount of \$97,400 for the I&I reduction that is required in the Phase II Consent Order.
- The Borough is exploring other funding options, including additional grants and low-interest loans through the DEP's Pennvest Program. The total project is cost is approx. \$400,000.

ALCOSAN Regionalization

- Council adopted the Regionalization Transfer Agreement and we are working with ALCOSAN on next steps.
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Public Works

- Applications for public works were accepted through January. The position was advertised on Indeed and Facebook.

See **Public Works Report**.