BOROUGH OF MT. OLIVER
(INCORPORATED NOVEMBER 9, 1892)
150 Brownsville Road Pittsburgh, PA 15210
Ph: 412-431-8107 Fax: 412-431-0184
www.MtOliver.com

Manager's Report

October 1, 2026 – October 31, 2026

Administration & Governance

The following administrative functions are performed on an ongoing basis to ensure the effective operation of Borough government:

- Direct day-to-day municipal operations and support Borough staff.
- Conduct daily staff coordination meeting.
- Oversee payroll, purchasing, accounts payable/receivable, cash receipts, utility billing, tax collection, budget monitoring, contract administration, financial reporting, and records management.
- Coordinate with the Borough Engineer, Solicitor, professional consultants, regulator agencies, and partner organization.
- Provide administrative support to Borough Council and the Borough's Board and Commissions, including the Planning Commission, Civil Service Commission, and Zoning Hearing Board.
- Prepare for and attend Council meetings, including agenda preparation, research, and follow-up implementation.

Budget & Year-End Administration

October included significant year-end administrative and financial planning activities in preparation for 2027.

- Prepared the draft 2027 Budget, including multi-year financial projections and review of revenues, expenditures, staffing, and planned investments.
- Began reviewing the Borough's 2027 Fee Schedule to identify recommended updates for Council consideration.
- Coordinated the annual employee health insurance open enrollment process, including employee communications and the open enrollment meeting.
- Began reviewing upcoming renewals for the Borough's liability, property, workers' compensation, and public officials insurance coverage in preparation for the new policy year.

Projects & Initiatives

STAFF & OPERATIONS

Organization Vision & Strategic Planning

The Borough Manager and staff have initiated a long-term organizational visioning process to establish a shared direction for municipal operations and community development. Through a series of staff workshops, seven strategic domains were identified to organize the Borough's work: Staff & Operations, Housing & Neighborhoods, Business District, Parks & Public Spaces, Infrastructure & Mobility, People & Community Wellbeing, and Community Identity & Pride.

October Update: Began transitioning the completed Community Change Plan and Strategic Implementation Matrix from development into Council review and implementation. The plan was provided to the appropriate Council committee along with the draft 2027 Budget to help connect upcoming budget decisions and organizational priorities with the Borough's longer-term strategic direction.

Fleet & Equipment Replacement

The Borough maintains a long-term fleet replacement program to ensure Public Works has safe, reliable, and efficient equipment necessary to provide essential municipal services, including snow and ice control, street maintenance, and emergency response. As part of this effort, the Borough was awarded a $119,124 Local Share Account (LSA) grant to purchase a replacement Public Works salt truck.

October Update: No significant change occurred in the production status of the replacement salt truck. Requested the final invoice documentation for the truck and associated upfitting and submitted the Borough's first reimbursement request through the Local Share Account (LSA) grant program. Reimbursement processing is expected to take several weeks which will enable us to pay for the vehicle outright without incurring short-term debt.

HOUSING & NEIGHBORHOODS

Housing Study

Council authorized a comprehensive Housing Study utilizing the Borough's professional consultants and staff to evaluate existing housing conditions and develop strategies to reduce blight, increase homeownership opportunities, and strengthen neighborhoods throughout the Borough.

October Update: No significant progress was made on the Housing Study during September due to competing administrative priorities. The project remains active, and staff will resume coordination with the consultant team and continue advancing the data analysis, mapping, and resident engagement components in the coming months.

Redd Up Days

The Borough's Red Up Days program is a community engagement initiative designed to foster neighborhood pride, encourage resident stewardship, reduce litter, and enhance the appearance of residential neighborhoods through recurring volunteer clean-up events.

October Update: The final Redd Up Day of the 2026 season was held in October, concluding the Borough's monthly self-paced cleanup series. The program helped raise awareness around neighborhood litter and resident stewardship, although participation remained limited and additional work is needed to build stronger community engagement.

Feedback received during the year suggested that organized group cleanup events, similar to the kickoff event, may generate greater participation than the self-paced model. Because monthly staff-led events may be difficult to sustain, the Borough will consider alternative approaches for 2027, including opportunities for resident or community groups to take a larger role in organizing them.

BUSINESS DISTRICT

Business Recruitment & Retention
The Borough works with the Hilltop Economic Development Corporation (HEDC), the Hilltop Alliance, property owners, and entrepreneurs to recruit new businesses, support existing businesses, reduce commercial vacancies, and strengthen the Brownsville Road business district.

October Update: The Hilltop Revitalization Collaborative (HRC) continues to market 100 Brownsville Road for lease as part of ongoing business recruitment efforts. Mitchell's Bar & Grill at 519 Brownsville Road continues making improvements to the property and is moving closer to opening.

Commercial Property Redevelopment
The Borough partners with the Hilltop Revitalization Collaborative (HRC) to acquire, rehabilitate, and lease strategic commercial properties that support long-term revitalization of the Brownsville Road business district. HRC has acquired seven commercial properties in the 100 and 200 blocks of Brownsville Road, including the former Mike's Lunch building at 200 Brownsville Road. That property was awarded a $162,156 Main Street Matters Grant for renovation into a new neighborhood restaurant.

October Update: Continued bi-weekly coordination meetings for the former Mike's Lunch redevelopment project to advance design, financing, and implementation. The bid documents and final project specifications were completed during October, and the project was advertised for contractor bids. The project remains generally on schedule, with completion still anticipated in spring 2027.

Façade Improvement Program
The Borough was awarded a $100,000 Main Street Matters Grant to implement a Commercial Façade Improvement Program for eligible properties located in the 100–300 blocks of Brownsville Road and along Hays Avenue. The program provides financial assistance to commercial property and business owners for exterior building improvements that enhance the appearance of the business district, encourage private investment, and strengthen the overall image and vitality of Mt. Oliver's commercial corridor.

October Update: Held pre-construction meetings with participating property and business owners to confirm project scopes, scheduling, site access, and other implementation details. Prepared grant agreements and distributed for execution. The projects have been placed on the contractor's schedule for the coming weeks. Construction is expected to begin as conditions allow, although some work may need to be deferred until spring 2027 depending on weather and seasonal construction limitations.

Business District Events & Activation
The Borough coordinates events and programming to increase visitation, support local businesses, and promote Brownsville Road as a community destination.

October Update: Continued planning and coordination for the Borough's Trunk-or-Treat and successfully hosted the event on October 24 at Transverse Park. The event featured 20 decorated trunks, welcomed more than 100 children, and generated $1,000 in sponsorship support from local businesses.

The Trunk-or-Treat Committee played a significant role in the event's success, developing creative activities and prizes, conducting direct outreach to local businesses, distributing promotional materials, and leveraging personal and community networks to increase participation. Several longtime residents who had not attended some of the Borough's other recent events participated and commented that the event reminded them of the strong sense of community they associated with Mt. Oliver in years past.

The event also helped expand community involvement in future programming, with several additional residents expressing interest in joining the Borough's Events Committee. This continued shift toward resident-led planning will help broaden participation, build continuity, and reduce reliance on staff.

Following Trunk-or-Treat, planning efforts began shifting more heavily toward Light Up Night, including finalizing major attractions, vendors, marketing, sponsorships, and event logistics.

PARKS & PUBLIC SPACES

Transverse Park Master Plan

The Borough was awarded a $25,000 grant from the Pennsylvania Department of Conservation and Natural Resources (DCNR) to develop a comprehensive Master Site Plan for Transverse Park. Throughout 2024, a Council-appointed committee worked with the consultant team to guide the planning process, including extensive public engagement and stakeholder outreach.

Borough Council initially adopted the Master Site Plan in March 2025 and subsequently directed additional revisions to refine the layout, priorities, and anticipated implementation costs. The revised Master Plan was formally adopted in September 2026 and now serves as the Borough's long-term framework for improvements to Transverse Park.

Implementation is expected to occur in phases as funding becomes available. The Borough's next step is to divide the first phase into smaller, clearly defined and fundable subphases so individual grant applications can advance complete projects while remaining consistent with the overall Master Plan.

October Update: No significant implementation activity occurred during October following adoption of the revised Master Plan. The next step will be to establish a working committee to break the first phase of improvements into smaller, fundable subphases.

Because grant programs typically require a complete and clearly defined project scope, the Borough will need to prioritize which components of the first phase can realistically be advanced within available funding limits. This process will help position the Borough to pursue grants as opportunities become available while maintaining consistency with the overall Master Plan.

INFRASTRUCTURE & MOBILITY

Roadway and Sidewalk Improvements

The Borough continues to implement a comprehensive roadway and sidewalk improvement program focused on pedestrian safety, ADA accessibility, and long-term asset preservation. The Borough was awarded a $138,538 Multimodal Transportation Fund Grant for the Safe Routes to School Program, which includes sidewalk and ADA improvements along Church Avenue and Ottillia Street. The construction contract was awarded to Michael Facchiano Contracting, Inc. in the amount of $87,716.68. Construction has been completed, and the project is currently in grant and contract closeout.

The Borough also implements a preventative pavement maintenance strategy through its 2025–2030 Pavement Maintenance Plan to maximize the useful life of Borough streets while minimizing long-term costs. The 2026 program included a $9,352.04 Crack Sealing Program completed by Russell Standard and a $23,125 Pavement Rejuvenator Program completed by Pavement Tech, Inc. Both projects are complete and closed out.

The Borough was awarded $153,463 through the Local Share Account (LSA) Program for roadway improvements to Margaret Street and Park Road. Because the award was less than originally requested, the project scope will be refined to prioritize the highest-need improvements within available funding. The Borough is also pursuing additional Community Development Block Grant (CDBG) funding for ADA curb ramp improvements.

October Update: No significant changes occurred during October. The Borough continues to await final reimbursement for the completed Safe Routes to School project, after which the remaining grant and contract closeout activities can be completed.

There were no new developments regarding the $153,463 LSA award for the Margaret Street and Park Road paving project. The project scope will be refined with the Borough Engineer prior to implementation to align the proposed improvements with available funding.

I am also working with the Borough Engineer to prepare a new Community Development Block Grant (CDBG) application for ADA curb ramp improvements during the upcoming funding cycle.

Sanitary Sewer Operation & Maintenance

The Borough maintains a comprehensive Operation & Maintenance (O&M) Program to preserve the integrity of the sanitary sewer collection system, reduce inflow and infiltration (I&I), and comply with Allegheny County Health Department (ACHD) and Pennsylvania Department of Environmental Protection (DEP) requirements. As part of the program, approximately 10% of the Borough's sanitary sewer system is inspected by closed-circuit television (CCTV) annually, with identified defects addressed through pipe lining, point repairs, or excavation as necessary.

The Borough also completed a major Phase II Consent Order project to reduce inflow and infiltration into the sanitary sewer system. The project was supported by a $97,400 ALCOSAN GROW Grant and Pennvest loan, with construction completed by Wilson Excavating under a contract totaling $314,961. The Borough continues to administer grant reimbursement and loan closeout activities associated with the project.

Earlier in 2026, the Borough completed an emergency sanitary sewer replacement in the 500 block of Transverse Avenue following the development of a sinkhole. Because of the scale and cost of that unplanned repair, the Borough will not undertake a separate point repair program in 2026. The emergency project will serve as the Borough's primary sewer rehabilitation work for the year.

The 2026 CCTV inspection program is being completed by Razor Lake Materials under a $29,150 contract. Inspection results are being reviewed by Gateway Engineers and will be used to identify and prioritize rehabilitation needs for the Borough's 2027 O&M Program.

The Borough continues to coordinate with ALCOSAN on implementation of the approved Regionalization Transfer Agreement, which provides for the transfer of select regional trunk sewer lines while the Borough retains ownership and responsibility for the local collection system.

October Update: No significant changes occurred during October. Razor Lake Materials' remaining CCTV work and Gateway Engineers' final review are still pending. The completed inspection data will be used to help prioritize rehabilitation needs and develop the Borough's 2027 Operation & Maintenance (O&M) Program.

Utility Coordination

The Borough coordinates with public utility providers to facilitate infrastructure improvements, review and issue permits, minimize impacts to residents, and ensure that streets, sidewalks, and other public infrastructure are properly restored following construction activities. Current coordination efforts include projects by Columbia Gas and Pennsylvania American Water.

October Update: Both the Columbia Gas meter relocation project and Pennsylvania American Water utility work are substantially complete. Columbia Gas has completed all associated restoration work.

Pennsylvania American Water's subcontractor, Golden Triangle Construction, continues working to complete the remaining pavement and concrete restoration associated with its projects. The Borough will continue monitoring the restoration work through final completion.

PEOPLE & COMMUNITY WELLBEING

Hilltop Financial Empowerment Committee

The Borough, in partnership with the Hilltop Economic Development Corporation (HEDC) and Northwest Bank, established the Hilltop Financial Empowerment Committee as a standing initiative focused on improving financial stability and opportunity for residents and businesses. The Borough will play an active role in steering the committee, identifying community needs, developing programming priorities, and connecting financial education with other municipal and community initiatives.

The committee is intended to bring together financial institutions, community organizations, workforce partners, housing organizations, and other service providers to develop practical programs that combine education with access to resources and opportunities. Potential initiatives include budgeting and financial management, credit repair, homebuyer and homeownership education, access to lending and home equity resources, retirement planning, and financial assistance and technical support for small businesses.

October Update: The Borough, HEDC, and Northwest Bank held an initial kickoff meeting to begin shaping the committee and identifying financial needs within Mt. Oliver and the surrounding Hilltop communities. The discussion focused on opportunities for expanded financial education, technical assistance, access to banking and lending resources, and stronger connections between residents, businesses, and existing community services.

The group also discussed the importance of addressing both sides of household financial stability: helping residents better manage expenses while also connecting them with opportunities to increase income. This could include partnerships with emergency assistance programs, workforce development organizations, job training providers, and career advancement programs alongside budgeting, credit, and financial education. A follow-up meeting is scheduled to bring additional community partners into the discussion and further define the committee's priorities, partnerships, and future programming.

COMMUNITY IDENTIFY & PRIDE

Future initiatives will be added to this strategic domain as they are identified through the Borough's ongoing strategic planning process.