

MONTH OF: JULY - 2020

BRIDGEVILLE BOROUGH TAX COLLECTOR'S MONTHLY REPORT

TAX COLLECTOR: ANNE MARIE PARISI

	FACE	DISCOUNT	PENALTY	NET DEPOSITED	RATE OF COMMISSION	COMMISSION DUE
REAL ESTATE						
2020 CURRENT (at discount)	(7-1 to 8-31) 265,897.10	5,317.85		260,579.25		
2020 CURRENT (at face)	(9-1 to 10-31)					
2020 CURRENT (at penalty)	(11-1 to 6-30)				5%	
REAL ESTATE - Delinquent						
	2019 4,176.11		413.81	4,589.92	5%	208.81
	2018 1,513.05		151.31	1,664.36	5%	75.65
	2017 710.05		71.01	781.06	5%	35.50
TAX CERTIFICATIONS	22				10.00	220.00
TOTAL	272,296.31	5,317.85	636.13	267,614.59		539.96

Signed Anne Marie Parisi Keenan

Date 8/3/2020

BOROUGH OF BRIDGEVILLE

FINANCIAL REPORT

JUNE 2020

BRENTWOOD BANK

ACCOUNT BALANCES REFLECTED ON BANK STATEMENT AS OF JUNE 30, 2020

General Fund	\$ 747,592.83
Sanitary Sewer Fund	\$ 954,446.85
Garbage Fund	\$ 68,941.84
Payroll Fund	\$ 10,167.88
Capital Improvements Fund	\$ 708,740.19
Liquid Fuels Fund	\$ 281,763.77
Utility Fund	\$ 241.67
Relief Fund	\$ 2,267.58
Anne Baumgarten Children's Safety Fund	\$ 1,554.24

NOTE: *Balances taken from Bank Statements*


Ronald Womer, TREASURER
Ronald Womer, Treasurer

RECONCILIATION OF GENERAL FUND

Bank Balance 6/1/2020	\$ 829,069.66
Deposits	\$ 104,742.78
Interest Earned	\$ <u>132.48</u>
TOTAL	\$ 933,944.92
Less Checks Paid and Other Debits	\$ <u>(186,352.09)</u>
	\$ 747,592.83
Less Outstanding Checks other Debits	\$ <u>(7552.47)</u>
General Fund Account Balance 6/30/2020	\$ <u><u>740,040.36</u></u>

*OK
8-6-20*

RECONCILIATION OF SANITARY SEWER FUND

Bank Balance 6/1/2020	\$1,071,171.74
Deposits	\$ 117,718.55
Interest Earned	\$ <u>159.88</u>
TOTAL	\$1,189,050.17
Less Checks Paid and Other Debits	\$ <u>(234,603.32)</u>
	\$ 954,446.85
Less Outstanding Checks	<u>(8,582.52)</u>
Sanitary Sewer Account Balance 6/30/2020	\$ <u><u>945,864.33</u></u>

*OK
8-6-20*

RECONCILIATION OF GARBAGE FUND

Bank Balance 6/1/2020	\$ 90,816.77	
Deposits	\$ 14,421.20	
Interest Earned	\$ 13.06	
	TOTAL	\$ 105,251.03
Less Checks Paid and Other Debits		\$ (36,309.19)
		\$ 68,941.84
Less Outstanding Checks		\$ (221.78)
Garbage Account Balance 6/30/2020		\$ 68,720.06 <i>ok 8-6-20</i>

RECONCILIATION OF PAYROLL FUND

Bank Balance 6/1/2020	\$ 12,149.20	
Deposits	\$ 92,732.92	
Interest Earned	\$ 1.79	
	TOTAL	\$ 104,883.91
Less Checks Paid and Other Debits		\$ (94,716.03)
		\$ 10,167.88
Less Outstanding Checks		\$ (7,723.56)
PAYROLL BALANCE 6/30/2020		\$ 2,444.32 <i>ok 8-6-20</i>

RECONCILIATION OF THE CAPITAL IMPROVEMENT FUND

Bank Balance 6/1/2020	\$ 708,624.42	
Deposits	\$ 0.00	
Interest Earned	\$ <u>115.77</u>	
TOTAL		\$ 708,740.19
Less Checks Paid and Other Debits		<u>(0.00)</u>
		\$ 708,740.19
Less Outstanding Checks		\$ <u>(0.00)</u>
Capital Improvement Account Balance 6/30/2020		<u><u>\$ 708,740.19</u></u> <i>ok 7-6-20</i>

RECONCILIATION OF LIQUID FUELS FUND

Bank Balance 6/1/2020	\$ 287,800.79	
Deposits	\$ -0-	
Interest Earned	\$ <u>46.49</u>	
TOTAL		\$ 287,847.28
Less Checks Paid and Other Debits		<u>(6,083.51)</u>
		\$ 281,763.77
Less Outstanding Checks		<u>(0.00)</u>
Liquid Fuels Account Balance 6/30/2020		<u><u>\$ 281,763.77</u></u> <i>ok 7-6-20</i>

RECONCILIATION OF UTILITY FUND

Bank Balance 6/1/2020	\$	241.62	
Deposits	\$	0.00	
Interest Earned	\$	<u>.05</u>	
TOTAL	\$	241.67	
Less Checks Paid and Other Debits	\$	<u>(0.00)</u>	
	\$	241.67	
Less Outstanding Checks	\$	<u>(20.00)</u>	
Utility Account Balance 6/30/2020	\$	<u>221.67</u>	

*OK
8-6-20*

RECONCILIATION OF THE RELIEF FUND

Bank Balance 6/1/2020	\$	2,327.21	
Deposits	\$	0.00	
Interest Earned	\$	<u>.37</u>	
TOTAL	\$	2,327.58	
Less Checks Paid and Other Debits	\$	<u>(60.00)</u>	
	\$	2,267.58	
Less Outstanding Checks	\$	<u>(540.00)</u>	
Disaster Relief Account Balance 6/31/2020	\$	<u>1,727.58</u>	

*OK
8-6-20*

RECONCILIATION OF THE ANNE BAUMGARTEN CHILDREN'S SAFETY FUND

Bank Balance 6/1/2020	\$	1,553.99	
Deposits	\$	0.00	
Interest Earned	\$	<u>.25</u>	
TOTAL	\$	1,554.24	
Less Checks Paid and Other Debits	\$	<u>(0.00)</u>	
Less Outstanding Checks	\$	<u>(0.00)</u>	
Anne Baumgarten Account Balance 6/31/2020	\$	<u>1,554.24</u>	

*OK
8-6-20*

BRIDGEVILLE POLICE DEPARTMENT

Monthly Report to Borough Council for the Month of July 2020

Category	Jul-20	2020 YTD
Regular Hrs worked	1572.00	10369.00
Overtime hrs	286.00	403.00
Court Case hrs	26.00	177.00
Total Officer Hrs	1884.00	10949.00
Animal Complaints	2	27
Criminal Arrests	7	52
Criminal Charges filed	13	105
Traffic Citations	1	53
Boro Citations	4	25
Community Service	1	153
Abandoned Vehicle Reports	0	6
Calls for Service	137	1130
Motorist Assisted	0	3
Warnings Issued	1	19
Patrol Miles - total	1954	13248
Traffic Accidents	7	56
Police Department Revenue Report		
Revenue Source	Jul-20	
Amusement Permits	\$0.00	
Boro Citation/Tickets	\$35.00	
Request for Police Reports	\$60.00	
Solicitation Permits/Others	\$0.00	
District Court 05-2-21	\$2,215.19	
Total	\$2,310.19	
Year to Date Totals	\$27,417.05	



Bridgeville Borough

Meet me at the bridge

www.bridgevilleboro.com

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Bridgeville, PA 15017-2379
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BOROUGH MANAGER'S REPORT

TO: Borough Council and Mayor
FROM: Joe Kauer, Borough Manager
DATE: August 6, 2020
RE: **Monthly Report for August 2020**

Members of Council and Mayor,

Below is a summary of noteworthy Borough affairs and projects. Should you have any questions or concerns, please do not hesitate to ask.

CAPITAL PROJECTS:

- See attached detailed 2020 Project Update Log. Updates for the month are noted in red font.

ADMINISTRATION AND FINANCE:

- **GRANT PROJECTS:**
 - Blight Remediation Program – grant submitted seeking \$74,520 to demolish 105 Prestley, 146 Liberty, 1364 Terrace, and 917 Laurel. Requests for project support were also sent to Rep. Ortity and Sen. Iovino.
 - CARES Act – COVID19 funding, Borough is eligible for \$125,000 in federal funding that will be passed through the County. Participated in the program training, enrolled the Borough and sent back the necessary signature document. Funding will more than likely reimburse us for police wages and some of our incidental costs mitigating the pandemic.
- **INSURANCE CLAIMS:**
 - Truck 117 (BVFD Ladder Truck) sustained heat damage on July 11th at a structure fire on Baldwin Street. Estimate to repair is \$3,954.84, claim entered and paying for repairs. Coordinated repair with the Fire Chief, BVFD responsible for the \$1,000 deductible.
 - Trip / Fall in Borough Building Lobby on 7/17/20 – a citizen fell in the lobby, went to MedExpress for minor injuries, claim reported.

- Budget to Actual of all funds – funds are performing well and are consistent to cash flow of 2019 at this same time. I reviewed revenue line items affected by the pandemic with the Finance Committee.
- Verizon Cable Franchise Agreement: legal counsel for the COG reports that negotiations for the renewal is almost complete and that we will have final franchise packages to consider within the next month.

CODE ENFORCEMENT / ZONING / PLANNING:

- Detailed Zoning / Code Enforcement report attached summarizing complaints, permits and affairs.
- Planning Commission: attended their meeting on July 27th, they are prioritizing suggestions to Borough Council for 2021 budget consideration. They have determined a new Comprehensive Plan is their first priority. I have started drafting an RFP to get quotes from planners. Their second priority is pedestrian safety improvements. I forwarded the Commission information on the Active Allegheny grant program to see if we can seek grant funding for this concept.

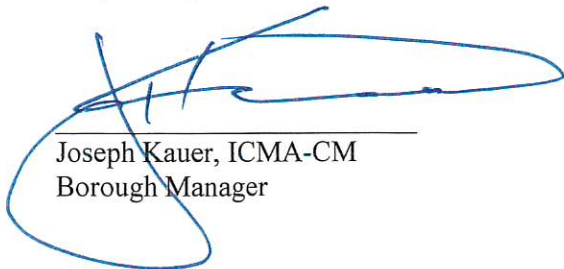
PUBLIC WORKS:

- TRASH / RECYCLING COLLECTIONS:
 - Meeting with Rich Walton and Christina Murtaugh on Friday, August 7th to discuss and attempt to resolve complaints of the trash crew not putting cans back neatly and comingling trash and recycling.
- Crew is actively removing large amounts of sediment from McLaughlin Run Creek Culverts behind the Dairy Delight in preparation of the upcoming masonry repair work that Stefanik's will be addressing. This work also included emergency work of removing trees blocking the culverts. The foreman also restored the access ramp into the creek from Commercial Drive to facilitate this work.
- Paving of allies is ongoing, this past month they paved: the alley off lower Chess St., and large sections of Eagle Way and the alley behind Calvert St. The crew is planning on resurfacing Josephine Street and Hickman St. Ext. (road leading to DPW stock yard under I-79) in the next month.
- Bank Street Ext. Electrical Vault in Street – reviewed issue of roadway sinking with DPW Foreman, contacted West Penn Power, working to get them to address this issue.
- Chartiers Street Slide Repair / PENNDOT 2024 Project: participated in project field / scoping meeting on 8/5. This will be a long-term project that will address many areas of sliding along Chariters Street. We still need to coordinate detours and affects on the citizens with PENNDOT.

PUBLIC SAFETY: no report

PARKS AND RECREATION: no report

Respectfully submitted,



Joseph Kauer, ICMA-CM
Borough Manager



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ZONING / CODE ENFORCEMENT REPORT

FOR THE MONTH OF JULY 2020

SUBMITTED BY JOE KAUER

AUGUST 7, 2020

BUILDING / ELECTRICAL PERMITS ISSUED:

- 528 Dewey Avenue Magnetic locks on second floor exits
- 1051 Coolidge Street Enclosing existing porch

DEMOLITION PERMITS ISSUED:

- 668 Baldwin Street (fire damaged)

CONDEMNATION NOTICES ISSUED:

STOP WORK ORDERS ISSUED:

OCCUPANCY PERMITS:

- 343 Hickman Street Joseph Patterson Barber Shop

GRADING PERMITS:

ZONING COMPLIANCE PERMITS ISSUED:

- 1327 Liberty Street 4' rear fence and sidewalk restoration
- 986 Ella Street Rear deck, 18" high
- 226 Liberty Street Concrete slab replacement
- 1348 Pesavento Dr. Front fence under 48"
- 1066 Sarah Street 4' rear fence
- 1089 Bank Street 6' rear fence and concrete pad
- 417 Chartiers Street Sign refacing
- 835 Cook School Road 12x16 Storage Shed
- 148 Pennsylvania Avenue 2' retaining wall inside yard

PROPERTY MAINTENANCE / ZONING VIOLATION NOTICES SENT:

- 130 Prestley Road Rear hedges obstructing alley
- 293 Prestley Road High grass
- 295 Prestley Road, Unit B High grass
- 331 Prestley Road High grass / weeds
- 230 St. Clair Street High grass and front gutter unattached
- 909 McLaughlin Run Rd. High hedges obstructing sidewalk / high weeds
- 929 McLaughlin Run Rd. Front hedges obstructing sidewalk
- 228 Osceola Drive Keeping of chickens

- 316 Hickman Street High grass / weeds in rear parking lot
- 243 Ramsey Ave. Construction debris in rear yard
- 605 Baldwin Street High grass
- 608 Baldwin Street High grass
- 627 Baldwin Street Graffiti on rear wall facing Bower Hill Rd.
- Lot at Baldwin & Jane St. High grass / weeds
- 806 Mill Street High grass
- 609 Bank Street High grass and weeds
- 1339 Terrace Street High grass
- 242 Station St (rear lot) High weeds and tires dumped

SHERIFF SALE PROPERTIES:

DISTRICT COURT / ZONING HEARINGS:

CITATIONS ISSUED AT DISTRICT COURT:

Respectfully submitted,

Joseph Kauer
Borough Manager / Zoning Officer

2020 PROJECT UPDATE

PROJECT	FUNDING STATUS	DESCRIPTION	COST	GRANT \$ RECD.	BORO. SHARE
ADA Curb Ramp Project	Funded	ADA Compliant Curb Ramps throughout 5 intersections of the Borough. 8/1: Engineer provided detailed project scope to COG.	\$20,000.00	\$20,000.00	\$0.00
Backflow Phase 3	Budgeted	17 surveys were returned. Information given to Engineer 7/22/20	\$80,000.00	N/A	\$80,000.00
Blight Removal Project	Grant Applied For	DCED Blight Remediation Program Application submitted 7/30/20. Seeking funding to Demo: 105 Prestley, 146 Liberty, 1364 Terrace St., 917 Laurel St.	\$82,800.00		\$8,280.00
Bower Hill Stormwater	Funded ---- In process	Letters sent to utilities (gas, phone, elec., water, cable, sewage) to mark location of facilities (County Environmental Review Complete - in contract phase now.)	\$100,000.00	\$100,000.00	\$0.00
Census Mini-Grant	Approved	Costs associated with the outreach in order to educated the residents of the importance of the census to the community.	\$2,500.00	\$2,500.00	\$0.00
Chartiers Park Streambank Stabilization Project	Submitted	Total requested \$690,201. Borough will be responsible for 50%. - in process of applying for grant through Greenways Trails and Rec. Grant Due 7/31/2020	\$690,201.00	TBD	\$345,100.00
Commercial St. Culvert	Funded	Permit received. Culvert cleaning will be completed by PW. Wages included in 2020 Budget. Quotes received - on August Agenda for approval. DPW started sediment removal work on 8/4/20.			

2020 PROJECT UPDATE

Chartiers St. & Bridge Widening Project	Funded	Per PennDOT bid letting Aug/Sept. Construction winter/early spring.	\$788,000.00	\$300,000.00	\$488,000.00
Gravel Bar Removal Chartiers Back Channel		Back Channel - Permit Application submitted	TBD	TBD	TBD

PROJECT	FUNDING STATUS	DESCRIPTION	COST	GRANT \$ RECD.	BORO. SHARE
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McLaughlin Hazard Mitigation Project	Funded	Permits have been received to move forward. Engineers prepared bid documents. Waiting on County to send agreement so we can proceed to bid. Once received all GEDF projects will be ready to bid. (County Environmental Review Complete - in contract phase now.)	\$660,000.00	\$425,000.00	\$235,000.00
McLaughling Park LWCF Grant - Park Improvement Project	Funded	Sciaretti Site Development & Paving Co., Inc. was low bidder - Motion approved at July meeting.	\$423,000.00	\$211,500.00	\$211,500.00
FEMA Hazard Mitigation Grant Application	Applied	Demolition of 9 single family homes and 2 apartment buildings on Baldwin Street. Federal gov't. will purchase homes at market value prior to flood damage. - Gateway Engineers sent documents requested by FEMA back to them, waiting on response.	\$987,000.00	TBD	\$0.00
PA Small Sewer Grant	Applied	Project includes 4 stormwater separators within the Borough along with a street sweeper/vactor truck able to catch and measure to meet requirements of our MS4 Permit. Still Pending.	\$500,000.00	\$425,000.00	\$75,000.00

2020 PROJECT UPDATE

PROJECT	FUNDING STATUS	DESCRIPTION	COST	GRANT \$ RECD.	BORO. SHARE
Digital Borough Sign	Funded	Design was included in the parking lot lay out. Contacted Graphics 22 for sign proposal. 8/4/20: met with Graphics 22, waiting on updated quote / design			
Municipal Bldg. Safety Project		Will work with Admin/Engineers with lay out/cost. Meeting held with engineer/Architect on JUNE 25th. No update.			
2019 Pavement Maint.	Funded	Paving complete -FINAL WALKTHROUGH 6/25/20 - Contractor addressing punchlist items - Final Bill on August Agenda to pay then close out project.	\$120,825.00	\$120,825.00	\$0.00
McLaughlin Ballfield	FUTURE PROJECT - after mitigation is completed.	Will meet with Parks/Rec and engineer to determine design. Should submit a DCNR Grant.			
2020 Pavement Maint.	Funded	Bid Awarded at June meeting. LSSE's letter and the referenced documents have been forwarded to Youngblood Paving, Inc. PRECONSTRUCTION MEETING held 7/2/2020 - Notice to proceed sent	\$147,200.00	\$147,200.00	\$0.00
Parking Lot (part of 2020 Pavement contract)	Funded 2019	Bid Awarded at June meeting. LSSE's letter and the referenced documents have been forwarded to Youngblood Paving, Inc. PRECONSTRUCTION MEETING held 7/2/2020 - Notice to proceed sent	\$19,833.00	N/A	\$19,833.00
Municipal Building Carpeting		Complete except for addition Council/Mayor Office - ADDITIONAL CARPET ON ORDER.	\$7,400.00	\$0.00	\$7,400.00

2020 PROJECT UPDATE

Construction underway, meet with crew multiple times each week, going good, no issues.

PROJECT	FUNDING STATUS	DESCRIPTION	COST	GRANT \$ RECD.	BORO. SHARE
MAPLE STREET WALL	Not funded	Grant applied to fund recently.	\$300,000.00	TBD	TBD
JANE WAY ACCESS PROJECT	Not funded	PERMITS APPROVED, BID DOCS READY, WAITING ON COUNTY CONTRACT			
Sanitary Manhole 811-391 Restoration	Not funded	Service Order Authorization signed to proceed for Engineer to get permitted to repair.			
Werner Avenue Retaining Wall	Not funded	Grant applied to fund recently.	\$300,000.00	TBD	TBD
Carol Avenue Levee	Not funded	Applied for GEDF in 2019 - not approved. Application will be resubmitted in 2020 cycle.	\$360,000.00	TBD	TBD
Green Light Go Grant	Applied	State delayed program due to Covid-19.	\$152,800.00	\$122,200.00	\$30,600.00
CARES Act COVID Funding	Applied	County pass through to fund police wages and COVID mitigations costs	\$125,000.00		
Chartiers Stree Landslide Repairs	PENNDOT PROJECT	2024 Construction (\$2.5 million) Penndot started design, field scoping meeting held 8/5/20			\$0.00

PUBLIC WORKS REPORT

August 2020

MAINTENANCE and OTHER

1. Cut grass in parks, sides of roads, and islands
2. Clean up litter and empty trash receptacles
3. Fill potholes
4. Pave Borough roadways and alleys
5. Cut fallen tree
6. Paint Lines for walkways in streets
7. Swept streets
8. Repair and replaced damaged light pole on Washington Avenue

VEHICLE/PROPERTY/BUILDING REPAIR & MAINTENANCE

9. Service and repaired police and public works vehicles as needed
10. Maintenance and repaired other equipment as needed
11. Move furniture in preparation for carpet and painting
12. Painted selected building Administration and Police offices