BOROUGH OF AMBRIDGE

Office of the Borough Manager

600 Eleventh Street
Ambridge, PA 15003-2377
(724) 266-4070, ext 203
FAX: (724) 266-9191
jmkauer@ambridgeboro.org

TO: Borough Council
FROM: Joe Kauer, Borough Manager
CC: Mayor, Solicitor, Department Heads
Date: 3 June 2020
Re: June 2020 - Borough Manager's Report

Administration / Finance

- Insurance Claims & Matters:
  - Car 307 was involved in an accident on May 30th; we're still waiting on an insurance adjuster to determine if the vehicle is to be fixed or if it is totaled.
  - Engine 1 had a significant equipment malfunction or hit something unknowingly in the road causing damage to the rear-end. We are waiting on the adjuster's report and recommendation.
  - Workers Compensation Claims: Officer driving Car 307 is off from the accident through possibly June 15th.
- Grant Projects *(Awards Since Last Meeting / New Activity – Grant Log Attached)*
  - DCED – Henning Street Playground Project – application submitted. Seeking $250,000 for the project.
- Right to Know Requests – 3 requests this month: April Tax Collectors Report, April Building Permit Log and request for transcript of the public safety committee meeting.
- Audits:
  - 2019 Borough Audit – completed. Report included in the packet and Auditor to present at the June meeting.
  - 2019 State Liquid Fuels Audit – underway, started on June 2nd.
- 2020 Budget / Finances – General Fund: Revenue at 51%, Expenditures at 35%. Anticipate shortfalls in Act 511 taxes, permits and fines as result of COVID-19 shutdowns.
- 2019 General Fund surplus transfers authorized at the May meeting have been completed and are now in the capital funds.
- Borough Manager position:
  - Resignation effective July 24th
  - Employment ad posted on PA Municipal League website, Local Government Academy Website, Boroughs Association Website, Borough website and Facebook pages.
  - State DCED selection assistance all in place, accepting resumes through June 30th.
  - Working on getting proposals for interim manager services.
- Troop Banner program is picking up interest again now that they have been hung for the year, new requests coming in, total banners are at 165 as of 6/3/20.
- Pension Funds – 1st quarter 2020 reports received and attached. Funds experienced significant losses due to COVID19 effects on the markets.

Code Enforcement / Planning

- Multiple zoning-related permits issued – separate report included within the monthly code report highlighting the activity.

- Commercial Demolitions (439-441 and 418-420 Merchant St.) - waiting on the contractors to begin work.
- Commercial Demolitions (CDBG 2020 Application – 316 6th St. and 435 Maplewood Avenue): the County requested updated condemnation orders, demolition consents, actions taken to save the buildings, notice to historical preservation groups, updated vacant letters and updated quotes. All have been completed and sent back to the County Community Development Program for funding consideration.
- Residential Demolitions – work completed at 1633 Church St, 915 5th Street and 320 Duss.
- Heart and Soul Community Planning – process now starting, but slowly due to COVID-19. Committee is beginning to meet on Friday mornings to work through phase 1 of the getting ready process.
- Beemac Truck Maintenance Facility Development:
    - Appeal pending in Common Pleas Court, waiting on a hearing date.
    - Applicant applied for a zoning permit for the same project this month. Application was subsequently denied following the stand taken during the first zoning hearing board request.
- Electronic Recycling and Household Hazardous Waste Collection event that was scheduled for March has been rescheduled for Saturday, August 8, 2020 in the morning at the Borough Building.

Fire Department / Public Safety

- Coronavirus Response – detailed weekly report and log sent to Borough Council and Mayor at the close of each week.
- Fire Department Staff Performance Reviews – completed. Only one outstanding is the Fire Chief, I recommend the Public Safety Committee meet with the Fire Chief within the month to complete his.
- Police Dept. Grievance No. 482020 – resolved upon the Borough's last response and position as no action was taken by the union after such notice.

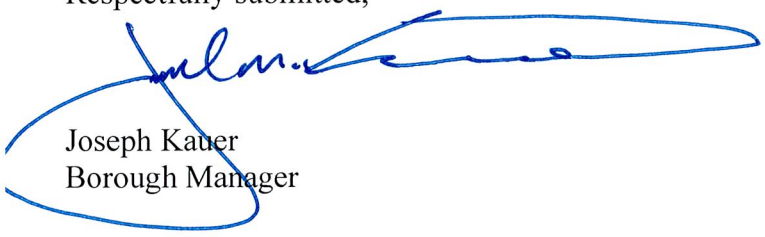
Public Works

- 2020 Road Program
    - 11th Street from Beaver Road to the Borough Line: Engineer is working with contractor to schedule work.
    - 1100 Block of Maplewood – brick restorations: SUGGEST WE HOLD OFF ON THE PROJECT UNTIL FINANCES IMPROVE.
    - DPW Yard / 10th Street between Glenwood and Busway – bid opening is set for June 4th, if within budget expect item to be on the June 9th Agenda for consideration to proceed.
        - DPW is working to install two additional catch basins in the yard to mitigate runoff once its paved.
- 2020 Shade Tree Maintenance: waiting on the contractor to start work.
- 2021 Refuse Contract – current contract expires 12/31/2020. Draft contract completed and reviewed by the Solicitor with no concerns. It's ready to be bid and will be on the June 9th Agenda for approval.
- Columbia Gas Work on Beaver Road – work started in the 2000-2400 blocks. Once that is completed, they will be working from 15th to 17th Streets. They also have a concrete subcontractor working on upper 11th Street doing sidewalk restoration in advance of the asphalt paving.
- 2020 Diesel Fuel Contract finalized, in-place and copy provided back to the COG.

Parks

- No report.

Respectfully submitted,



Joseph Kauer
Borough Manager

Borough of Ambridge

Grant Log

Project	Amount Request	Date Submitted	Submitted To	Status	Awarded	Note
2014 Recycling Performance Grant	$ 705.00	2015	DEP	Awarded	$ 705.00	Awarded 5/2016 -
Hazel Avenue Paving Project	$ 100,000.00	3/4/2015	CDBG	Denied		Total Project - $114,000
Demolition of 451 Merchant St.	$ 83,000.00	3/4/2015	CDBG	Awarded	$ 83,000.00	
Merchant St. Electrical Improvements	$ 138,512.00	2/13/2015	Duquesne Light	Denied		
LGA Intern (Landlord Database / Records)	$ 2,500.00	2/12/2015	Local Gov. Academy	Denied		Matching Grant - 1/2 costs
8th and Duss Ave Traffic Signal LED Project	$ 1,632.00	2/12/2015	PENNDOT	Awarded	$ 1,632.00	Matching Grant - 1/2 costs
Firefighter Hiring - 1 Firefighter	$ 108,982.00	2/27/2015	FEMA - SAFER	Denied		Prepared by Rob Gottschalk
ABE Baseball Assoc. - New Lawn Tractor	$ 2,219.00	3/2/2015	Pgh. Pirates Charities	Awarded	$ 2,219.00	Submitted for ABE Baseball
Recycling / Trash Contract Review Assistance	$ 7,500.00	3/3/2015	PA - DEP	Awarded	$ 7,500.00	Help for 2016 Trash Contract
VFD Brush Fire Equipment (Hose / Nozzels)	$ 1,495.18	4/21/2015	DCNR	Denied		Total Project - $2,990.35
8th Street Playground Improvements	$ 44,412.50	6/12/2015	DCED	Denied		Match by 15% at $7837.50
COPS Hiring Grant - 2 new officers	$ 250,000.00	6/15/2015	US DOJ	Awarded	$ 250,000.00	3 year funding - overall match over 3 yea
Tree Inventory of Shade / Street Trees		7/29/2015	PA - TreeVitalize	Denied		Tech. Assistance Grant - Funding directly
Wood Chipper / Dump Truck / New Collection Box	$ 77,400.00	11/18/2015	PA DEP	Awarded	$ 77,400.00	Boro Match - 65% of Truck = $60,654.10
New Fire Engine - Replace 1973 Snorkel	$ 698,000.00	1/4/2016	FEMA - AFG	Denied		Gottschalk / Larrick App
2015 Recycling Performance Grant	$ 1,500.00	2/17/2016	PA DEP	Awarded	$ 772.00	Estimate on tonnage collected
Firefighting Equipment	$ 26,089.09	2/1/2016	Firehouse Subs	Awarded	$ 26,089.09	Dave Gorecki's Application
Commercial Demolitions - 2017	$ 95,632.00	3/16/2016	CDBG	Awarded	$ 125,000.00	
Historic Preservation Plan	$ 12,500.00	3/8/2016	PHMC	Denied		Match 50/50
2017 Main Street Managers Conference - CLG	$ 15,000.00	3/9/2016	PHMC	Awarded	$ 15,000.00	Pass thru grant for PHMC
2015 DCED Floodplain Management Reimb.	$ 2,681.48	3/8/2016	DCED	Awarded	$ 3,200.00	Reimb 2015 Flood Ordinance - 50%
AVFD Brush Fire Equipment and Tools	$ 1,500.00	3/15/2016	DCNR	Denied		VFD to match 50/50
SPC Traffic Signal Improvements	$ 223,743.00	7/1/2013	SPC - PENNDOT	Awarded	$ 178,994.00	Borough Match - $44,749 - over 2 yrs
Feasibilty Study for Preservation of 284 13th St.	$ 5,000.00	6/30/2016	Pres. PA	Awarded	$ 5,000.00	Seeking 100% funded
Say No to Drug Kid Supplies	$ 1,000.00	8/11/2016	PA Attorney Gen.	Awarded	$ 1,000.00	Match would be $90.09
Historic Dist. Inventory and Ordinance Review	$ 12,500.00	1/12/2017	PHMC - CLG	Awarded	$ 14,000.00	Match would be $12,000
Merchant St. Streetscape - 4th to 8th Streets	$ 1,500,000.00	1/1/2017	Beaver County	Awarded	$ 1,500,000.00	County Section 108
AED for Borough Building	$ 1,450.00	1/5/2017	Aidan's Heart Found	Awarded	$ 1,450.00	Fully Fund AED / Cabinet / Pads
Stormsewer Outfall Repairs No. 7 and 8 Under Bridge	$ 124,120.00	2/8/2017	CDBG	Denied		Seeking 100% funded
6th and Melrose Parking Lot Improvements	$ 43,602.50	2/8/2017	CDBG	Denied		Seeking 100% funded
LGA Intern (Business Investment Strategy Plan)	$ 2,400.00	2/8/2017	Local Gov. Academy	Awarded	$ 2,400.00	1/2 to be funded by Hist. Dist.
Ambridge Park System Improvements Project	$ 74,330.00	4/12/2017	DCNR	Awarded	$ 74,000.00	Match would be $74,330
H&H Sportscourts Lighitng	$ 5,000.00	12/31/2016	Ambridge Rotary	Awarded	$ 5,000.00	
Merchant St. Wiring / Light Removal Project	$ 13,451.97	5/15/2017	Duquesne Light	Awarded	$ 13,451.97	Seeking 100% funded
Ambridge Park System Improvements Project	$ 126,361.00	5/31/2017	DCED	Awarded	$ 100,000.00	
2016 Recycling Performance Grant	$ 1,500.00	6/26/2017	DEP	Awarded	$ 1,918.00	
KaBoom Playground - Merchant / Henning St. Park			KaBoom	Denied		Full Playground - Match = $8500
Traffic Signal Replacement - 11th and Merchant	$ 304,933.25	6/27/2017	PENNDOT - ARLE	Denied		Seeking 100% funded

Youth Drug Prevention Education Project	$ 1,000.00	8/16/2017	PA Attorney Gen.	**Awarded**	$ 1,000.00	Match is $91 - Halloween Handouts
Cigarette Littering / Container Grant	$ 5,000.00	2/15/2018	Keep America Beautiful	Denied		
Stormsewer Outfall Repairs No. 7 and 8 Under Bridge	$ 124,120.00	2/13/2018	CDBG	Denied		
6th and Melrose Parking Lot Improvements	$ 43,602.50	3/13/2018	CDBG	Denied		
Brush Fire Equipment / Hose / Tools	$ 2,421.50	3/21/2018	DCNR	Pending		Match 50% - $2,421.50
2017 Recycling Performance Grant	$ 1,500.00	5/1/2018	DEP	**Awarded**	$ 1,500.00	
Youth Drug Prevention Education Project	$ 1,000.00	8/7/2018	PA Attorney Gen.	**Awarded**	$ 1,000.00	
CLG Downtown National Register Nomination	$ 18,750.00	10/30/2018	PHMC	**Awarded**	$ 25,000.00	Fully Funded - 100% Funding
Melrose Parking Lot Improvements	$ 125,056.00	3/20/2019	CDBG	Denied		
DPW Yard Paving / New Truck / New Leaf Vac	$ 144,000.00	3/13/2019	DEP	**Awarded**	$ 144,000.00	Match is $16,000
LGA Community & Economic Dev. Intern Project	$ 10,000.00	2/25/2019	LGA	Denied		Split match with Hist. Dist / $1800 Boro
Henning Street Playground	$ 250,000.00	5/15/2019	DCED	Denied		Total Project Budget $566,055.
2018 Recycling Performance Grant	$ 1,500.00	3/11/2019	DEP	**Awarded**	$ 2,129.00	
Youth Drug Prevention Education Project	$ 1,000.00	8/12/2019	PA Attorney Gen.	**Awarded**	$ 1,000.00	
Heart and Soul Planning Assistance	$ 50,000.00	9/30/2019	PA Humanities Council	**Awarded**	$ 50,000.00	
Melrose Parking Lot Improvements	$ 125,000.00	3/18/2020	CDBG	Pending		
Commercial Demolitions - 435 Maplewood / 316 6th	$ 177,620.00	3/18/2020	CDBG	Pending		
2019 Recycling Performance Grant	$ 3,000.00	4/6/2020	DEP	Pending		
Henning Street Playground	$ 315,527.00	4/17/2020	DCNR	Pending		Project Cost is $631,055
Henning Street Playground	$ 250,000.00	5/28/2020	DCED	Pending		Project Cost is $631,055
Total Requests:	**$ 5,760,748.97**				**$ 2,715,360.06**	

Updated: 8 MAY 2020
J. Kauer

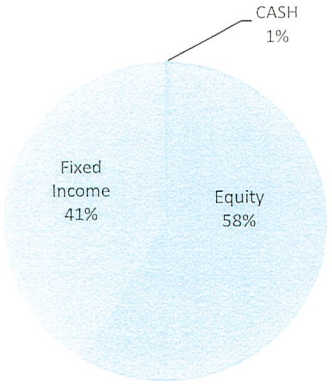
PORTFOLIO PERFORMANCE

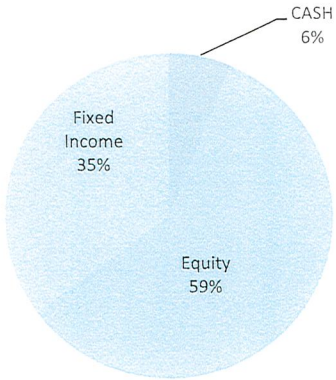
Borough of Ambridge Service Employee's Pension Plan - Balanced Portfolio

As of April 30, 2020

Change in Portfolio		
Portfolio Value on 9/30/19	$	**766,003.82**
Contributions		*68,972.28*
Withdrawals		*(25,973.87)*
Realized Gains		3,232.53
Unrealized Gains		35,388.38
Interest		2,474.92
Dividends		2,953.76
Change in Accrued Interest		(200.95)
Portfolio Value on 12/31/19	$	**852,850.87**
Total Investment Gain/Loss ** for Trailing 3 Months	$	43,848.64

Change in Portfolio		
Portfolio Value on 12/31/19	$	**852,850.87**
Contributions		*3,583.31*
Withdrawals		*(31,683.52)*
Realized Gains		(1,558.98)
Unrealized Gains		(55,280.54)
Interest		2,401.27
Dividends		2,422.47
Change in Accrued Interest		330.70
Portfolio Value on 4/30/20	$	**773,065.56**
Total Investment Gain/Loss ** for Trailing 3 Months	$	(51,685.09)





		Beginning Balance	Ending Balance	Total Return
Previous Quarter	(12/31/19 to 4/30/20)	$852,850.87	$773,065.56	(6.12%)
Trailing 1 Year	(4/30/19 to 4/30/20)	$793,699.40	$773,065.56	0.64%
Trailing 3 Year	(4/30/17 to 4/30/20)	$738,239.36	$773,065.56	5.40%
Trailing 5 Year	(4/30/15 to 4/30/20)	$746,284.77	$773,065.56	5.23%

** *Contributions* and *Withdrawals* are not considered when calculating the Investment Gain/Loss.

All performance for periods greater than one year is annualized.

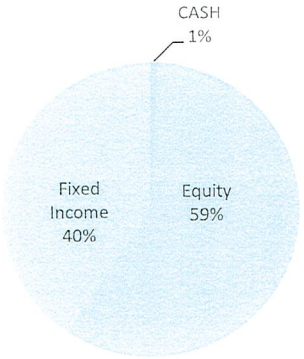
PORTFOLIO PERFORMANCE

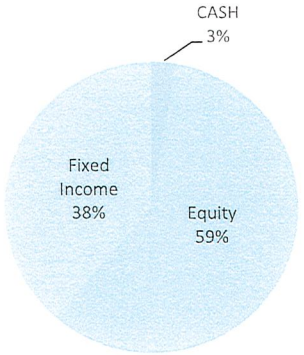
Borough of Ambridge Police Pension Plan - Balanced Portfolio

As of April 30, 2020

Change in Portfolio		
Portfolio Value on 9/30/19	**$**	**5,794,303.74**
Contributions		*258,115.66*
Withdrawals		*(99,625.51)*
Realized Gains		33,946.49
Unrealized Gains		261,047.63
Interest		15,182.01
Dividends		20,957.24
Change in Accrued Interest		286.20
Portfolio Value on 12/31/19	**$**	**6,284,213.46**
Total Investment Gain/Loss ** for Trailing 3 Months	$	331,419.57

Change in Portfolio		
Portfolio Value on 12/31/19	**$**	**6,284,213.46**
Contributions		*14,882.76*
Withdrawals		*(119,581.99)*
Realized Gains		(16,152.95)
Unrealized Gains		(378,813.46)
Interest		18,710.06
Dividends		18,646.80
Change in Accrued Interest		3,632.22
Portfolio Value on 4/30/20	**$**	**5,825,527.01**
Total Investment Gain/Loss ** for Trailing 3 Months	$	(353,977.32)





		Beginning Balance	Ending Balance	Total Return
Previous Quarter	(12/31/19 to 4/30/20)	$6,284,213.46	$5,825,527.01	(5.66%)
Trailing 1 Year	(4/30/19 to 4/30/20)	$5,833,566.27	$5,825,527.01	1.38%
Trailing 3 Year	(4/30/17 to 4/30/20)	$5,226,197.33	$5,825,527.01	5.75%
Trailing 5 Year	(4/30/15 to 4/30/20)	$5,003,099.93	$5,825,527.01	5.35%

** *Contributions* and *Withdrawals* are not considered when calculating the Investment Gain/Loss.

All performance greater than 12 months is annualized

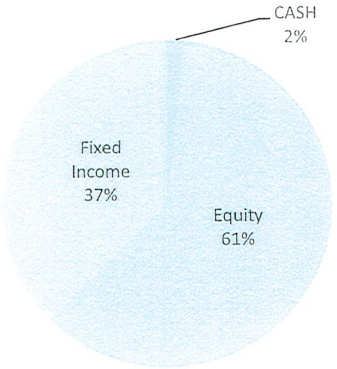
PORTFOLIO PERFORMANCE

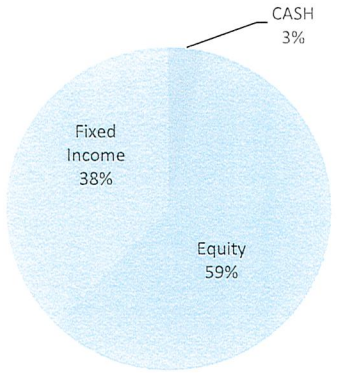
Borough of Ambridge Firemen Pension Plan - Balanced Portfolio

As of April 30, 2020

Change in Portfolio		
Portfolio Value on 9/30/19	**$**	**2,384,624.36**
Contributions		*18,807.70*
Withdrawals		*(39,404.59)*
Realized Gains		14,451.99
Unrealized Gains		103,647.91
Interest		5,203.37
Dividends		8,407.00
Change in Accrued Interest		1,052.42
Portfolio Value on 12/31/19	**$**	**2,496,790.16**
Total Investment Gain/Loss ** for Trailing 3 Months	$	132,762.69

Change in Portfolio		
Portfolio Value on 12/31/19	**$**	**2,496,789.46**
Contributions		*3,187.11*
Withdrawals		*(50,755.80)*
Realized Gains		(5,595.22)
Unrealized Gains		(150,538.38)
Interest		8,920.74
Dividends		7,340.75
Change in Accrued Interest		110.13
Portfolio Value on 4/30/20	**$**	**2,309,458.80**
Total Investment Gain/Loss ** for Trailing 3 Months	$	(139,761.98)





		Beginning Balance	Ending Balance	Total Return
Previous Quarter	(12/31/19 to 4/30/20)	$2,496,789.46	$2,309,458.80	(5.62%)
Trailing 1 Year	(4/30/19 to 4/30/20)	$2,403,904.70	$2,309,458.80	1.48%
Trailing 3 Year	(4/30/17 to 4/30/20)	$2,307,828.80	$2,309,458.80	5.81%
Trailing 5 Year	(4/30/15 to 4/30/20)	$2,193,978.97	$2,309,458.80	5.53%

** *Contributions* and *Withdrawals* are not considered when calculating the Investment Gain/Loss.
All performance figures for periods greater than one year are annualized.

From the Desk of
Marilyn Sheleheda
Executive Assistant

Fine Collection Report for May (2020)

Fines assessed & collected by the Magistrate

Dog Fines	$0.00	
Dog Law Rabies	$0.00	
Local Ordinance	$0.00	
Motor Vehicles	$0.00	
Payable to Municipality	$0.00	
Parking Offenses (Motor License Fund):	$0.00	
Overweight Fines (Motor License Fund)	$0.00	
Restitution	$300.00	
Total Magistrate Fines –Deposited May		**$300.00**

Parking Violations (May)

Parking Permits Purchased	$0.00	
Parking Meters (Incl. in Street Sweeping)	$0.00	
Parking Tickets Receipts -Other	$0.00	
Street Sweeper Violations Receipts	$0.00	
Total Parking Violations - Deposited May		**$0.00**

County Court Fines: Judy R. Enslen, Clerk of Courts **$279.05**
Deposited May

***Covid- 19**

BOROUGH OF AMBRIDGE WEBSITE STATISTICS
2020
May 1 through May 31
Pages viewed by Section
Presented and Maintained by
Marilyn Sheleheda

Section	Page Views	Percent of Total
Home	5852	16.50%
Ambridge Borough Government	280	0.80%
Mayor and Council	343	1%
Meeting Agenda	489	1.40%
Council Minutes	591	1.70%
Monthly Official Reports	386	1.10%
Budgets and Audits	292	0.80%
Boards, Authorities & Commissions	370	1%
Ambridge Municipal Authority	354	1%
Ambridge Water Authority	199	0.60%
Planning Commission	399	1.10%
Borough Departments	163	0.50%
Administration	147	0.40%
Administration Staff	592	1.70%
Professional Services Staff	181	0.50%
Right-to-Know Requests	107	0.30%
Local Service Tax. Act 32 Information & Form	83	0.20%
Code Enforcement	189	0.50%
Code Enforcement Staff	111	0.30%
Zoning & Code Enforcement	135	0.40%
Police Department	909	2.60%
Mapping & Statistics	105	0.30%
UCR & Calls for Service	95	0.30%
Department Roster	1194	3.40%
Police News	554	1.60%
Police Survey	0	0%
Right-to-Know Requests	75	0.20%
Fire Department	380	1.10%
Professional Firefighter Staff	229	0.60%
Volunteer Fire Department	438	1.20%
Fire Department News	0	0%

Section	Page Views	Percent of Total
Public Works	566	1.60%
Buildings	93	0.30%
Grounds	84	0.20%
Street Maintenance	369	1%
Health Department	284	0.80%
Ambridge Borough Tax Collector	225	0.60%
Department of Veteran Affairs	468	1.30%
Troop Banners	118	0.30%
Borough Ordinances	644	1.80%
Public Notices	984	2.80%
Borough News	3084	8.70%
Archived Borough News	192	0.50%
Ambridge Road Repair Updates	213	0.60%
Frequently Asked Questions.	557	1.60%
Receive a Text from the Borough of Ambridge	204	0.60%
Economic Development	959	2.70%
Historic District	0	0%
Borough Employment	597	1.70%
Borough Employment Applications	278	0.80%
Other Employment	91	0.30%
Ambridge Businesses (by category) & Business Owner Testimonials	806	2.30%
Places to Worship in Ambridge Borough	263	0.70%
Tourism	411	1.20%
Historical Facts about Ambridge	389	1.10%
Preserve America	86	0.20%
Stormwater Management	120	0.30%
Links	483	1.40%
Contact Us	737	2.10%
Calendar	2013	5.70%
New Residents Info	1311	3.70%
Recycling	272	0.80%
Announcements	1622	4.60%
Real Estate Transfers	329	0.90%
Printable Boro Forms	690	1.90%
	35402	**100%**