



# BOROUGH OF AMBRIDGE

## Office of the Borough Manager

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jmkauer@ambridgeboro.org

TO: Borough Council  
FROM: Joe Kauer, Borough Manager  
CC: Mayor, Solicitor, Department Heads  
Date: 5 February 2020  
Re: **February 2020 - Borough Manager's Report**

### Administration / Finance

- Insurance Claims & Matters:
  - Police Car No. 305 has been totaled by the insurance estimator. I have been able to negotiate a higher settlement price on the cruiser than originally presented. They are now proposing to pay \$31,504. The unit has an outstanding loan balance of about \$20,400. We'll receive a payment after the car is paid off for \$11,000. I was able to get the Insurance Company to pay for the costs of the graphics on the new cruiser, along with removing emergency equipment from the old car to the new car. Once we pay for an in-car camera and equipment that is not covered, it is estimated that Ibis Tek will be owed \$6,500. Leaving out of pocket costs on replacing this police unit at an estimate of \$29,339.
  - Workers Compensation Claims:
    - Two officers that occupied Car 305 on 1/5/2020 in the collision remain off work – paid at Heart and Lung rates.
- Grant Projects (*Awards Since Last Meeting / New Activity – Grant Log Attached*)
  - Henning Street Playground Project – working on application to DCNR seeking \$283,027 (half of project costs) for construction of the park.
  - Business District Parking Lot Improvements Project – seeking \$125,000 in CDBG funds to renovate the two Melrose Avenue parking lots to match the two Merchant St. Lots.
  - Commercial Demolitions – submitting a second priority application for \$125,000 in CDBG funding to demolition 316 6<sup>th</sup> Street and 435 Maplewood Avenue.
  - Laughlin Library Roof Replacement – working with the Library on a joint application seeking State Keystone Funding to replace the roof and do other repairs to the building. This state grant requires that the applicant be the municipality.
- Merchant St. Streetscape Project:
  - Project Update:
    - Youngblood Paving Contract – punch list work still outstanding before contract can be closed out. Work to be done in the spring.
- 2019 Year End Report / 2020 Outlook- drafted for newsletter and presented at annual speech to the Rotary Club on January 15<sup>th</sup>. Also attached.
- Participated in the Downtown Development Committee Meeting on January 13<sup>th</sup>, group working on 2020 goals to attract and retain businesses. Group was awarded County Leadership Program assistance to help market available spaces and to attract new businesses.
- Old Economy / Ambridge Bicentennial in 2024 –Community Collaboration Sub-Committee Meeting held on 1/15/2020, 5PM. Group is working on ways to get the community involved in the planning and upcoming events.

- Right to Know Requests – three requests responded to: Towing RFP and contract documents, building records to a Merchant St. property and rental database records.
- Safety Committee Meeting – attended meeting on 2/5/2020, meeting minutes in Council packet.
- Drafted February Coffee Talk article for Chamber of Commerce newsletter, attached.
- 2020 State Reports – all annual reports completed and submitted.
- Newsletter – work is underway on the annual newsletter. Goal is to send out by March.
- Audits:
  - 2019 Borough Audit – now underway, requested documents pulled and provided to auditor.
  - 2019 Workers Compensation Audit – conducted on February 4<sup>th</sup>.
  - 2017-18 Service Employees State Pension Audit – finding on the Administrative Defined Contribution Plan has been rectified and removed by the Director of the Bureau of Municipal Pension and Liquor Control Audits on January 16<sup>th</sup>. The 2019 state aid to that fund has also been released and is on the bill list to be distributed to ICMA-RC.

### **Code Enforcement / Planning**

- Multiple zoning-related permits issued – separate report included within the monthly code report highlighting the activity.
- Residential Demolitions: County had the bid opening last month and anticipates work to start soon at 1633 Church, 915 5<sup>th</sup>, and 320 Duss.
- Worked with the property owner of 323 Maplewood to add this condemned structure to the County demo list. It will be on the next batch for this area.
- Zoning Hearing Board Hearing (Beemac Development) - attended ZHB Hearing on January 15<sup>th</sup>. Variance request was denied.

### **Fire Department / Public Safety**

- Engine 1 Refurbishment: along with the Fire Chief met with Allegheny Fire Apparatus on January 17<sup>th</sup>. Truck is scheduled to have all work done to it in the spring and will be out of service for about 30-45 days while being worked on.
- Coalition Against Bigger Trucks – met with their Regional Director and information on this meeting and their request for a letter of support is included in Council's packet.

### **Public Works**

- 2020 Road Program
  - 11<sup>th</sup> Street from Beaver Road to the Borough Line, met with Columbia Gas Engineers on site to confirm the limits of their work. The Borough Engineer prepared an estimate for the remaining areas. We are working with Youngblood Paving, contractor for the Gas Company, to get a proposal on doing the remaining sections of asphalt work so the entire street is paved.
  - 1100 Block of Maplewood – brick restorations, the Engineer prepared a scope of work and estimate to restore the sinking areas of roadway in this block. In the process of getting quotes for this work.
  - 10<sup>th</sup> Street between Glenwood and Busway – engineer prepared an estimate and scope of work so that this small section of roadway could be repaved when the DPW Yard is paved this year.
  - Once we get back the above requested quotes, we can then determine remaining available budget to see if anything additional can be accomplished this year.
- 2020 Shade Tree Maintenance and Planting Plan: trimming and removal recommendations

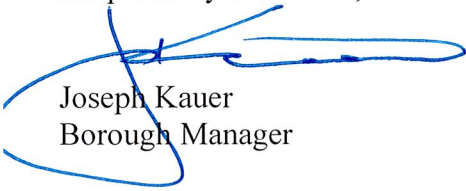
are to be made to the Shade Tree Commission at an upcoming March Meeting. Selection on planting sites have also been proposed to them. Community Planting Day with CCBA is set for Saturday, May 2<sup>nd</sup>.

- DEP Recycling Grant – in the process of securing quotes for the new truck and leaf vac machine that the grant will pay for. Grant contract was executed and returned to DEP.

### **Parks**

- Bicentennial Mosaic Tile Mural in Central Park –Steering Committee Co-Chair Kim Villella was able to get the High School Art Department on board and secured grant funding for a multi-year project that will create a mural in the new park. A design has yet to be presented.
- Rotary Club is actively pursuing donating and erecting a new pavilion within the new Central Park. The matter will be on the Agenda for approval. Project is estimated to cost approximately \$15,000.
- Swing repairs: missing swing at Panek Park replaced and aging chains are being swapped out by DPW.

Respectfully submitted,



Joseph Kauer  
Borough Manager

## 2019 Year in Review

*By: Joe Kauer, Borough Manager*

There was great progress made within Ambridge this past year that as a community we all can be very proud of. Looking back, working together and united, the citizens, your elected and appointed officials, service organizations, clubs, churches, Chamber of Commerce and the many other groups in town sharing a common mission to make Ambridge a better place, truly did that.

Highlights of 2019 include:

- Completion and dedication of the Merchant Street Streetscape Project between 4th and 8th Streets – revitalizing the Downtown. This work is already attracting new businesses including soon to open breweries.
- Completed road paving work on Merchant Street, Upper Alley and the two municipal parking lots
- Decorated Merchant Street within the Downtown for the Christmas holidays, a long-awaited desire of the community for the past eight years.
- Upgrades to public safety equipment including a new fire squad vehicle, a new police cruiser and bulletproof vests for the officers and firefighters. In addition, computer upgrades within the fire station and Borough offices.
- Replaced and upgraded the entire HVAC system for the Borough Building
- Renegotiated and secured renewed Collective Bargaining Agreement with the Firefighters Union
- Upgraded the traffic signals and controllers on 8<sup>th</sup> and 4<sup>th</sup> Streets. Also continue to upgrade the street lighting in the Borough to LED.
- Councilman Mikulich created the Troop Banner Program that also donated close to \$2,000 to the Ambridge Veteran's Service Office.
- Completed design work of the future Henning Street Playground and initiated fundraising for the project. Lion's Club donated the new lion themed drinking fountain in 8<sup>th</sup> Street Park, and the Committee to Clean and Beautify Ambridge added landscape lighting in PJ Caul Park focusing on the trees and military memorial.
- Continuation of planting new shade trees throughout the town, last year's work continued in the Historic District and 8<sup>th</sup> Street. Additional plantings are planned for this spring on 13<sup>th</sup>, 14<sup>th</sup> and 15<sup>th</sup> Streets amongst other areas that yet to be finalized.
- Received approximately \$200,000 in grants for various community projects. Since 2015 – Borough Council has been able to leverage over \$2.7 million in grants.
- Received multiple accolades including Tree City USA Status, PA State Association of Borough's 1st Place Award for the Borough's Newsletter and 2nd Place for its Facebook page. The 2019 Budget Report also received a special recognition from PSAB.
- Family-oriented community events continue to get bigger and better including: the Fall Festival of Churches, Christmas on Merchant, movies in the park, and Independence Day fireworks celebrations.

Outlook on 2020, in addition to many other efforts currently underway, we'd like to touch on the following:

- Council adopted a balanced budget for this year, 15<sup>th</sup> year without a Borough real estate tax increase. There were also no major fee increases, and the Borough ended 2019 with a surplus that will be used for capital projects and replenishing reserves.
- Road Paving – a small road program is in the selection process for the year.
- Upgrades to public works and public safety equipment and vehicles, including improvements to the Public Works Facility on 11<sup>th</sup> Street.
- Blight removal / demolitions:
  - Residential Demolitions: 1633 Church St., 915 5<sup>th</sup> Street and 320 Duss Avenue
  - Commercial Demolitions: 439 Merchant Street and 420 Merchant Street
- Community Planning Initiatives:
  - Planning, marketing and fundraising for the 2024 Economy of Old – Ambridge of Today Bicentennial.
  - Updates to the Comprehensive Plan through the Pennsylvania Humanities Council Heart and Soul Program.

There surely will be more updates and news to come about 2020 efforts and how everyone can be involved. Please continue to follow Borough news on Facebook at "*Borough of Ambridge*", also at [www.AmbridgeBoro.org](http://www.AmbridgeBoro.org), the Chamber's monthly Coffee Talk Newsletter available at restaurants around town and the many other outlets that cover Ambridge events and happenings. As always, if you have any questions or if I can help in any way, please do not hesitate to reach out to me at: [jmkauer@ambridgeboro.org](mailto:jmkauer@ambridgeboro.org) or 724-266-4070 x203.

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## News from Town Hall

February 2020

By: Joe Kauer, Borough Manager

The Borough will be sponsoring a special Recycling Collection Event on Saturday, March 28th, 9AM at the Borough Building. The event targets household hazardous waste that isn't collected with weekly trash collections such as TVs, computers, electronics, chemicals, bulbs and freon waste. There is a nominal fee to participate and registration is required. To register please call 1-866-815-0016 or visit [www.ecsr.net](http://www.ecsr.net)

With the downtown revitalization construction now complete and all the new two-hour parking signs in place, the Police Department will be enforcing the two-hour free parking regulations on Merchant Street. We remind everyone that if you are staying longer than two hours, there is metered parking for up to 10 hours in the four Borough Parking Lots and you can also purchase monthly parking passes at the Borough Office for \$15 per month. We encourage Merchant St. employees and residents to park in the lots or side streets to keep the Merchant Street spots open and available to customers and business patrons.

Lastly, planning for the 2024 Bicentennial is well underway. There are various committees now working on ways to fundraise, plan, promote and coordinate the upcoming Old Economy – Ambridge 2024 Bicentennial. There is now a dedicated Facebook page where you can follow events, happenings, stay connected and get information on how you can participate. Please like and follow on Facebook at: [Old Economy - Ambridge 2024](#)

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# Treasurer's Report

## February 11, 2020

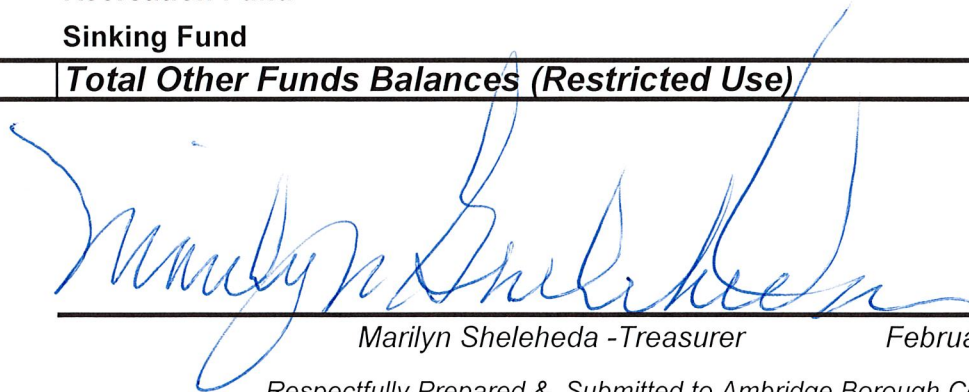
Marilyn Sheleheda - Treasurer

### General Fund Analysis

\$461,324.76	General Fund Bank Account Balance as of:	-February 11, 2020 -3:00 pm
\$120,581.14	All (including todays checks) Outstanding Checks as of:	-February 11, 2020 -3:00 pm
<b>\$340,743.62</b>	<b>Available Balance as of:</b>	<b>February 11, 2020 -3:00 pm</b>

<b>General Fund Bank Summary:</b>	<b>Totals that cleared the bank are as follows:</b>	
	<b>Deposits:</b>	<b>\$271,063.92</b>
	<b>Debits:</b>	<b>\$394,282.34</b>
	<b>-which include the following:</b>	
	<u>73</u> <u>Checks</u>	\$230,804.79
	<u>2</u> <u>Payroll (s)</u>	\$163,477.55

Other Fund Balances as of February 11, 2020 3:00 pm	
\$250.00	Ambridge Bicentennial 2024 Fund.
\$5,788.17	Ambridge Borough Drug Investigation Fund
\$1,952.04	Ambridge Fire Apparatus Replacement Fund
\$24,416.82	Escrow Disbursement Account
\$5,528.18	Grants/Special Funds
\$11,780.13	Liquid Fuels Fund
\$35,830.27	Recreation Fund
\$4,761.13	Sinking Fund
<b>\$90,306.74</b>	<b>Total Other Funds Balances (Restricted Use)</b>

  
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 Marilyn Sheleheda -Treasurer

February 11, 2020

Respectfully Prepared & Submitted to Ambridge Borough Council

# BOROUGH OF AMBRIDGE WEBSITE STATISTICS

2020

January 1 through January 31

Pages viewed by Section

Presented and Maintained by

Marilyn Sheleheda

Section	Page Views	Percent of Total
Home	4422	17.50%
Ambridge Borough Government	259	1%
Mayor and Council	222	0.90%
Meeting Agenda	175	0.70%
Council Minutes	320	1.30%
Monthly Official Reports	320	1.30%
Budgets and Audits	171	0.70%
Boards, Authorities & Commissions	187	0.70%
Ambridge Municipal Authority	464	1.80%
Ambridge Water Authority	336	1.30%
Planning Commission	279	1.10%
Borough Departments	166	0.70%
Administration	168	0.70%
Administration Staff	317	1.30%
Professional Services Staff	214	0.80%
Right-to-Know Requests	123	0.50%
Local Service Tax. Act 32 Information & Form	94	0.40%
Code Enforcement	308	1.20%
Code Enforcement Staff	157	0.60%
Zoning & Code Enforcement	160	0.60%
Police Department	504	2%
Mapping & Statistics	91	0.40%
UCR & Calls for Service	93	0.40%
Department Roster	1170	4.60%
Police News	165	0.70%
Police Survey	0	0%
Right-to-Know Requests	125	0.50%
Fire Department	381	1.50%
Professional Firefighter Staff	264	1%
Volunteer Fire Department	251	1%
Fire Department News	0	0%



Section		
Public Works	348	1.40%
Buildings	139	0.60%
Grounds	123	0.50%
Street Maintenance	177	0.70%
Health Department	322	1.30%
Ambridge Borough Tax Collector	279	1.10%
Department of Veteran Affairs	131	0.50%
Troop Banners	124	0.50%
Borough Ordinances	438	1.70%
Public Notices	360	1.40%
Borough News	576	2.30%
Archived Borough News	301	1.20%
Ambridge Road Repair Updates	108	0.40%
Frequently Asked Questions.	217	0.90%
Receive a Text from the Borough of Ambridge	100	0.40%
Economic Development	773	3.10%
Historic District	0	0%
Borough Employment	174	0.70%
Borough Employment Applications	94	0.40%
Other Employment	107	0.40%
Ambridge Businesses (by category) & Business Owner Testimonials	1050	4.20%
Places to Worship in Ambridge Borough	90	0.40%
Tourism	303	1.20%
Historical Facts about Ambridge	422	1.70%
Preserve America	128	0.50%
Stormwater Management	114	0.50%
Links	425	1.70%
Contact Us	458	1.80%
Calendar	1490	5.90%
New Residents Info	802	3.20%
Recycling	158	0.60%
Announcements	981	3.90%
Real Estate Transfers	222	0.90%
Printable Boro Forms	1277	5.10%
<b>TOTAL</b>	<b>25269</b>	<b>100%</b>



*From the Desk of  
Marilyn Sheleheda  
Executive Assistant*

## **Fine Collection Report for January 2020**

### **Fines assessed & collected by the Magistrate**

Dog Fines	\$0.00
Dog Law Rabies	\$71.25
Local Ordinance	\$627.03
Motor Vehicles	\$1,386.30
Payable to Municipality	\$896.19
Parking Offenses (Motor License Fund):	\$325.35
Overweight Fines (Motor License Fund)	\$142.58
Restitution	\$0.00

***Total Magistrate Fines –Deposited Month***

**\$3,448.70**

### **Parking Violations (Month )**

Parking Permits Purchased	\$180.00
Parking Meters (Incl. in Street Sweeping)	\$0.00
Parking Tickets Receipts -Other	\$0.00
Street Sweeper Violations Receipts	\$0.00

***Total Parking Violations - Deposited Month***

**\$180.00**

**County Court Fines: Judy R. Enslin, Clerk of Courts**  
***Deposited Month***

**\$181.29**