

MINUTES  
TROY BOROUGH COUNCIL  
REGULAR MONTHLY MEETING  
MARCH 27, 2025

Elected Attendance: Jason Hodlofski, David Blair, John Raub, Timothy Bruce, John Davis, Steve Lambert, John Davis. Mayor Mike Powers.

Borough Officials: Dan Close, Manager/CAO

Public: Shown on attached public sign-in

MINUTES – FEBRUARY 27, 2025

MARCH 12, 2025

Motion by Councilman Blair to accept the February 27<sup>th</sup> minutes as presented. The motion was seconded by Councilman Lambert and passed by unanimous voice vote.

Motion by Councilman Bruce seconded by Councilman O'Connor to approve the March 12<sup>th</sup> minutes as presented was passed by unanimous voice vote.

**PAID BILLS - 02/27/25 – 03/24/25**

Councilman Bruce made a motion to approve the paid bills (attached). Councilman Blair seconded the motion. The motion passed by unanimous voice vote.

**CHAPTER 94 WASTLOAD MANAGEMENT REPORT**

The annual report for 2024 has been submitted to DEP (attached). The plant design hydraulic capacity is 0.491 MGD. The annual avg. Hydraulic flow for 2024 was 0.265 MGD The organic design capacity is 910 lbs. BOD5/day. The annual avg. load for 2024 was 273. The flow EDU in GPD is 324.8 and the flow per/capita is 92.8 GPD. Anticipating 5 new EDU's /YR over the next 5 years for both both hydraulic and BOD5 loads projects no overload. In 2024 we disposed of 21.5 Tons of dry sludge.

**BRIDGE BUNDLING AGREEMENT (PROSPECT) SIGNATURE RESOLUTION**

An agreement between the Commonwealth of Pennsylvania, acting through the Department of Transportation and Troy Borough to fund the rehabilitation of the Prospect Street Bridge (attached). Funding for this project currently stands at \$670,000 and it totally funded through the Federal Government. To move forward with the agreement Council would need to pass a resolution (attached), authorizing the Borough Manager to sign any and all documents on behalf of the Borough throughout the project including the initial agreement. Councilman Raub made a motion to approve the resolution. The motion was seconded by Councilman Lambert and passed by unanimous voice vote.

**VAUGHN CHOPPER PUMP (WWTP)**

The Vaughn Horizontal End Suction Chopper Pump for waste and return operations at the WWTP has been ordered and has an anticipated ship date of 6-8 weeks at a cost of \$8,720.00

#### **EXTENTION LETTER STIFFLER MCGRAW (S.R.R. / REDINGTON BRIDGE PROJECTS)**

The Preliminary Engineering Phase is due to expire 3/31/25. Stiffler McGraw has completed their portion of the Scoping Field View documents. Once approved, the Environmental Clearance can be completed by the district. Stiffler is ready to proceed with Final Design but cannot do so until they receive the Notice to Proceed from PENNDOT and PENNDOT will not issue the NTP until Stiffler has Environmental Clearance. Aaron B. Crist, the Local Projects Coordinator with the PA Department of Transportation recommended Stiffler request a six-month extension from the Borough. Due to the time lines involved our office has issued the extension (attached). I would ask Council to approve the extension for the record. Councilman Raub made a motion to approve the extension letter. Councilman Davis seconded the motion. The motion passed by unanimous voice vote.

#### **LINE STRIPING (PARKING, CROSSWALKS, ETC.)**

A quote has been received (attached) from Lines By L&L to restripe the Borough streets. This includes parking spaces, arrows, crosswalks and all markings that are PENNDOT required at the traffic light. L&L will provide State Certified traffic control while working on Elmira and West Main Streets. Reflective beads will also be added to the paint. The estimated cost is \$4,566.60. Councilman Raub made a motion to accept the quote, Councilman Lambert seconded the motion. The motion passed by unanimous voice vote.

#### **WATER/SEWER ACCOUNT TERMINATIONS**

We have provided Council with a list of past due accounts that are at least \$300.00 past due each (ATTACHED). There are 13 accounts with a combined total past due of \$7,791.02. These are accounts that have been very difficult to collect and are constant repeat offenders, therefore we are asking council to approve terminations with absolutely no restoration of service unless paid in full. Parshall payments will be accepted and applied to the accounts but service will not be re-established until the accounts are fully funded. Due to the age and condition of some of the curb-stops we may have to dig and repair several. Councilman Raud made a motion to proceed with the terminations. Councilman Davis seconded the motion. The motion passed by unanimous voice vote.

#### **STREET LAMP REPAIR @ (SHANNON TIRE)**

The quote (attached), to replace the decorative street light that was hit at the intersection of Redington and Canton Street is \$9,920.00. This is in keeping with previous quotes from other accidents. The claim has been turned into the driver's insurance. Because these lights are manufactured in Ohio and are not a stock item it takes several months to complete the project. I would ask Council to take action on the quote. Councilman Raub made a motion to accept the quote. Councilman Lambert seconded the motion, The motion passed by unanimous voice vote.

#### **BRIDGE GRANTS YTD (S.R.R. / REDINGTON)**

The total grant funding received and expended for the replacement of the Redington and South Railroad Street Bridges YTD is \$444,483.69. Manager Close meet with the Engineers from Stiffler McGraw, PENNDOT and DEP this past Tuesday to go over plans and DEP permitting requirements to establish the placement and method of installation for the sewer collection line that currently goes under the stream at the Redington location. Due to the profiles there will not be a lot of cover over that line. At this point it looks like the 6-inch line will be encased in a 12-inch sleeve incorporated in the floor of a cured in place box culvert bridge.

#### **GENSERVE CONTRACT (WWTP)**

Gen-Seve has serviced our generator at the WWTP for several years. It is due for the annual(major) service. That includes all items listed on page 2 of the quote (attached) in collum A. The quote is \$1,375.00. Councilman Davis made a motion to accept the quote seconded by Councilman Lambert. The motion passed by unanimous voice vote.

#### **IT SUPPORT CONTRACT**

After being hacked in 2019 and having to pay \$5,000 in bit coin to get our files unlocked, SCT Computers has been our IT support team. They were instrumental not only in getting our files released but also in establishing firewalls to prevent future occurrences. Our latest 3-year contract with them will expire before the end of this month. They have extended a new contract for rates Monthly, Bi-Monthly or Quarterly for an additional 3-year

term. All of our contracts with them have been for quarterly service rates and have been adequate. The hourly rates have increased by \$10/hour not significant considering it was a 3-year contract. I would ask Council to consider another 3-year contract (attached) with SCT on a quarterly basis. Motion by Councilman Bruce to move forward with the contract was seconded by Councilman Blair and passed by unanimous voice vote.

**FISCAL RECOVERY FUNDS COMPLIANCE REPORT**

We applied for and received \$129,057.14 in Fiscal Recovery Funds in 2021. We were able to hold the funds from obligation and report to cover lost revenue, but still able to hold them in abeyance. We have to report fund status annually to the U.S. Treasury and have continued that status in the reporting. In October or November of 2024 Treasury notified all recipients that funds had to be obligated by December 31<sup>st</sup> of 2024 or the funds would have to be returned to Treasury. Treasury said they "were committed to recouping funds used in violation of SLFRF rules and guidelines" We had a signed contract in place for the WWTP expansion with DGR Excavating effective 09/30/2024. Therefore, in our annual report to Treasury due no later than April 30<sup>th</sup>, 2025 we will report that as our obligation. We will be required to continue to report until the funds are actually allocated to DGR. The total WWTP project cost is \$219,960 Plus any possible over-runs. Use of SLFRF funds reduces that to \$90,902.99. That is the amount we will be borrowing from MA at an annual interest rate of 1% over 36 months.

**CCR (CONSUMER CONFIDENCE REPORT)**

The CCR is the annual Drinking Water Quality Report required by DEP. The 2024 report has been prepared and submitted by our office prior to the required deadline. This report shows all routine and non-routine samples required by DEP for the year and the results of those test along with the parameters that must be met. Also required in the report are any violations assessed by DEP. All parameters for test in 2024 were met and no violations identified. The report is required to be made public and various methods approved by DEP may be used. Our website has a direct link to the report or is available at the office. How our CCR is accessible is noted in the comment section of our customers water bills.

Respectfully Submitted

Daniel J. Close  
Manager/ CAO

**TROY BOROUGH**  
**Bank Account Register**

GENERAL FUND CHECKING  
February 27, 2025 - March 24, 2025

Date	Reference	Payee ID	Description	Checks/ Payments
02/27/25	24166	BSC	BRADCO SUPPLY CO.	214.34
02/27/25	24167	CCARD	CARDMEMBER SERVICES	1,616.79
02/27/25	24168	UNI	UNIFIRST CORPORATION	54.52
02/27/25	24169	ONEAM	AMERICAN UNITED LIFE INS. CO.	256.24
02/27/25	24170	TTE	TROY TIRE & EQUIPMENT CO., INC.	281.00
02/27/25	24171	AND	S. ANDRULONIS ENTERPRISES, LLC	409.71
02/27/25	24172	DWP	DON WHITE PAYROLL SERVICES	7,726.58
03/06/25	24173	PSAB	PA STATE ASSOCIATION OF BOROUGHES	145.00
03/06/25	24174	NAPA	NAPA AUTO PARTS OF WYSOX	233.81
03/06/25	24175	DANDY	DANDY MINI MARTS, INC.	469.60
03/06/25	24176	LBW	L/B WATER SERVICE INC	33.00
03/06/25	24177	SCT	SCT COMPUTERS	419.80
03/06/25	24178	VER	VERIZON WIRELESS	169.47
03/06/25	24179	UNI	UNIFIRST CORPORATION	117.39
03/06/25	24180	WWM	WATER WORKS METROLOGY	5,234.18
03/06/25	24181	DWP	DON WHITE PAYROLL SERVICES	7,006.15
03/06/25	24182	HOO	HOOVER HARDWARE	501.50
03/06/25	24183	LAR	LARSON DESIGN GROUP, INC.	3,511.00
03/06/25	24184	STIF	STIFFLER, MCGRAW & ASSOCIATES, INC.	12,734.73
03/06/25	24185	STIF	STIFFLER, MCGRAW & ASSOCIATES, INC.	7,796.12
03/06/25	24186	HOO	HOOVER HARDWARE	1,420.00
03/06/25	24187	UNIV	UNIVAR USA INC	3,666.00
03/11/25	24188	GPU	PENELEC	1,435.81
03/11/25	24189	GPU	PENELEC	75.36
03/11/25	24190	GPU	PENELEC	33.10
03/11/25	24191	GPU	PENELEC	2,814.92
03/11/25	24192	GPU	PENELEC	2,610.72
03/11/25	24193	GPU	PENELEC	69.56
03/11/25	24194	GPU	PENELEC	151.39
03/11/25	24195	GPU	PENELEC	218.69
03/11/25	24196	OTL	OLD TIMERS LEAK AND LINE LOCATION LLC	1,687.50
03/11/25	24197	SBI	SNYDER BROTHERS INC.	512.49
03/11/25	24198	BEN	PENNSYLVANIA MUNIC. HEALTH INS. COOP	8,961.83
03/11/25	24199	SGS	SOLID GROUND SERVICES, INC.	4,653.94
03/11/25	24200	FAIR	PACE ANALYTICAL SERVICES, LLC	1,041.40
03/11/25	24201	HEA	HOME CLEAN HOME	150.00
03/11/25	24202	GPU	PENELEC	3,786.98
03/11/25	24203	UGI	UGI UTILITIES, INC	55.00
03/11/25	24204	UGI	UGI UTILITIES, INC	146.92
03/11/25	24205	UGI	UGI UTILITIES, INC	322.77
03/19/25	24206	D3W	D3 WEB DESIGN	45.00
03/19/25	24207	EMP	EMPIRE ACCESS	39.38
03/19/25	24208	EMP	EMPIRE ACCESS	79.38

**TROY BOROUGH**  
**Bank Account Register**

GENERAL FUND CHECKING

February 27, 2025 - March 24, 2025

<b>Date</b>	<b>Reference</b>	<b>Payee ID</b>	<b>Description</b>	<b>Checks/ Payments</b>
03/19/25	24209	FRO	FRONTIER COMMUNICATIONS	179.60
03/19/25	24210	UNI	UNIFIRST CORPORATION	116.91
03/19/25	24211	TCOC	TROY CHAMBER OF COMMERCE	15.00
03/19/25	24212	DAI	THE DAILY REVIEW	90.88
03/19/25	24213	DWP	DON WHITE PAYROLL SERVICES	7,301.79
03/19/25	24214	ONEAM	AMERICAN UNITED LIFE INS. CO.	256.24
03/19/25	24215	GOV	GOVERNMENT SOFTWARE SERVICES, INC.	279.51
03/19/25	24216	DWP	DON WHITE PAYROLL SERVICES	7,086.11
03/24/25	24217	HWD	HAVENS WELL DRILLING	1,071.76
03/24/25	24218	LBW	L/B WATER SERVICE INC	1,269.10
03/24/25	24219	FAIR	PACE ANALYTICAL SERVICES, LLC	827.80
03/24/25	24220	COL	COLUMBIA CROSS ROADS EQUIPMENT	76.10
03/24/25	24221	NTS	NORTHERN TIER SOLID WASTE	118.00
03/24/25	24222	PSD	POINT SPRING CO.	207.36
03/24/25	24223	SEL	SELECTIVE INSURANCE	8,423.00
<b>Totals</b>				<b>110,228.23</b>



**TROY BOROUGH**  
**Bank Account Register**

HIGHWAY AID CHECKING  
February 27, 2025 - March 24, 2025

Date	Reference	Payee ID	Description	Checks/ Payments
03/11/25	1249	ARS	AMERICAN ROCK SALT COMPANY LLC	3,653.42
			<b>Totals</b>	3,653.42