

**TROY BOROUGH COUNCIL**  
**MEETING AGENDA**  
**March 28, 2024**

03/28/24

3:30 pm

TROY SALE BARN 50 BALLARD ST.

Call to Order: Jason Hodlofski, President

Flag Salute

**1. Minutes Approval**

- February 29, 2024

**2. Paid Bills**

- General ledger \$132,569.31
- ACT 655 HWY AID \$3498.10

**3. President / Managers Report**

**1. General Government**

Police Pension  
Special Event Permit  
Emergency Operation Plan

**2. Bridge Project Utility Meeting**

Redington Ave.  
S. Railroad St.

**3. Protection Committee**

25 MPH  
X-Walks illumination / Double Sign  
Engine Break Enforcement  
Street Lights

**4. Sewer Dept.**

Chapter 94 RPT  
DEP Inspection RPT

**5. Water Dept.**

PFAS

**TROY BOROUGH COUNCIL**  
**MEETING AGENDA**  
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TROY SALE BARN 50 BALLARD ST.

Call to Order: Jason Hodlofski, President

Flag Salute

**1. Minutes Approval**

- February 29, 2024

Motion to approve made by John Davis and seconded by David Blair. The motion passed by unanimous voice vote.

**2. Paid Bills**

• General ledger	\$132,569.31	ACT 655 HWY AID	\$3498.10
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Timothy Bruce made a motion to approve the bills paid and presented. The motion was seconded by Steve Lambert and passed by a unanimous voice vote.

**3. President / Managers Report**

**General Government**

**Police Pension** Due to a clerical error when the Police Pension plan was restated in 2008 by the borough's actuary, the plan appears to require an 8% contribution from members. In the original plan the contribution was set at 5%. That was never changed and is what has always been withheld from members. To rectify, it will be necessary to enact a resolution authorizing Amendment #4 setting the contribution rate at 5%. Steve Lambert made a motion to approve the Resolution and Amendment #4. The motion was seconded by Timothy Bruce and passed by unanimous voice vote.

**Special Event Permit** Steve Lambert made a motion to approve the Memorial Day Parade Permit. The motion was seconded by Timothy Bruce and passed by unanimous voice vote. The parade is scheduled for May 27<sup>th</sup> starting at 9:00 AM

**Emergency Operation Plan** Resolution No. 2024-02 approving and adopting the Bradford County Emergency Plan passed by a unanimous voice vote following a motion by Dave Blair seconded by John Davis

**Bridge Project Utility Meeting** The Manager reported on the utility coordination meeting held February 27<sup>th</sup> for both the Redington Ave Bridge and S. Railroad Bridge replacement projects (Meeting Minutes Attached)

**Protection Committee** Committee recommendation regarding safety issues brought up in the public comment portion of the February Meeting

**25 MPH** is currently the speed limit in the Borough for 150 – 300 feet of the traffic light. We don't recommend extending that through the 35 MPH to the Borough boundaries in an effort to keep traffic moving smoothly.

**X-Walks illumination / Double Sign** It is felt that additional signage would be confusing. Can step up enforcement of the x-walk law

**Engine Break Enforcement** Will ask PD to step up enforcement of this ordinance.

**Street Lights** We are currently working with our Municipal Engineers to expand the decorative lighting further out in all three directions.

**Sewer Dept.**

**Chapter 94 RPT** Completed "attached"

**DEP Inspection RPT** WWTP inspection report "attached"

**Water Dept.**

**PFAS** Test results have been returned with no detects

Meeting Adjourned 4:30 PM

Respectfully Submitted

Daniel. J. Close

Manager / CAO

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

GENERAL FUND CHECKING

March 1, 2024 - March 22, 2024

<b>Date</b>	<b>Reference</b>	<b>Payee ID</b>	<b>Description</b>	<b>Checks/ Payments</b>
03/01/24	23441	BLU	USA BLUE BOOK	1,170.90
03/01/24	23442	SCT	SCT COMPUTERS	70.00
03/01/24	23443	WWM	WATER WORKS METROLOGY-METERS	4,012.38
03/01/24	23444	LBW	L/B WATER SERVICE INC	90.90
03/01/24	23445	NTS	NORTHERN TIER SOLID WASTE	118.00
03/01/24	23446	ADAD	AMERICAN DRUG & ALC. DIAGNOSTIC	109.00
03/01/24	23447	FAIR	PACE ANALYTICAL SERVICES, LLC	1,152.30
03/01/24	23448	SBI	SNYDER BROTHERS INC.	673.74
03/01/24	23449	NYSTC	NEW YORK STATE TEAMSTERS COUNCIL	40.65
03/01/24	23450	BSC	BRADCO SUPPLY CO.	13.65
03/01/24	23451	GPU	PENELEC	1,197.00
03/01/24	23452	DWP	DON WHITE PAYROLL SERVICES	7,506.71
03/01/24	23453	HOO	HOOVER HARDWARE	251.07
03/01/24	23454	QUI	QUILL CORPORATION	368.53
03/06/24	23455	NAPA	NAPA AUTO PARTS OF WYSOX	312.88
03/06/24	23456	SSTA	STEVE SHANNON TIRE & AUTO CENTERS	29.95
03/06/24	23457	WDI	WATSON DIESEL, INC.	183.50
03/06/24	23458	DANDY	DANDY MINI MARTS, INC.	423.23
03/06/24	23459	HEA	HOME CLEAN HOME	150.00
03/06/24	23460	WOC	WOC ENERGY	2,847.50
03/06/24	23461	GPU	PENELEC	53.13
03/06/24	23462	GPU	PENELEC	114.06
03/06/24	23463	GPU	PENELEC	26.62
03/06/24	23464	GPU	PENELEC	53.76
03/06/24	23465	GPU	PENELEC	1,560.12
03/06/24	23466	GPU	PENELEC	1,468.81
03/06/24	23467	SCT	SCT COMPUTERS	419.80
03/06/24	23468	VER	VERIZON WIRELESS	168.40
03/06/24	23469	DWP	DON WHITE PAYROLL SERVICES	7,842.68
03/13/24	23470	RCS	R.C. STAHLNECKER CO.	11,622.00
03/13/24	23471	BEN	PENNSYLVANIA MUNIC. HEALTH INS. COOP	10,210.24
03/13/24	23472	UGI	UGI UTILITIES, INC	184.19
03/13/24	23473	UGI	UGI UTILITIES, INC	293.89
03/13/24	23474	UGI	UGI UTILITIES, INC	56.00
03/13/24	23475	FAIR	PACE ANALYTICAL SERVICES, LLC	768.20
03/13/24	23476	TEAM	TEAMSTERS LOCAL #118	55.00
03/13/24	23477	FRO	FRONTIER COMMUNICATIONS	150.73
03/13/24	23478	GPU	PENELEC	158.74
03/13/24	23479	GPU	PENELEC	2,297.29
03/13/24	23480	EMP	EMPIRE ACCESS	79.08
03/13/24	23481	EMP	EMPIRE ACCESS	39.08
03/13/24	23482	SOE	SWIFT OFFICE EQUIPMENT, INC.	50.00
03/13/24	23483	GOV	GOVERNMENT SOFTWARE SERVICES, INC.	254.74
03/13/24	23484	WWM	WATER WORKS METROLOGY	2,516.53
03/13/24	23485	DWP	DON WHITE PAYROLL SERVICES	7,757.09
03/13/24	23486	STIF-BRIDGE	STIFFLER, MCGRAW & ASSOCIATES, INC.	19,365.25
03/13/24	23487	STIF-BRIDGE	STIFFLER, MCGRAW & ASSOCIATES, INC.	22,118.32
03/22/24	23488	BCAO	BRADFORD COUNTY ASSESSMENT OFFICE	81.30
03/22/24	23489	D3W	D3 WEB DESIGN	45.00
03/22/24	23490	FAIR	PACE ANALYTICAL SERVICES, LLC	509.60

03/22/24	23491	RAN	STEPHEN C. RANDALL-TRAINING MILEAGE	70.89
03/22/24	23492	LBW	L/B WATER SERVICE INC	1,242.90
03/22/24	23493	ONEAM	AMERICAN UNITED LIFE INS. CO.	303.32
03/22/24	23494	UNIV	UNIVAR USA INC	1,854.20
03/22/24	23495	LBW	L/B WATER SERVICE INC	1,561.60
03/22/24	23496	DWP	DON WHITE PAYROLL SERVICES	8,550.86
03/22/24	23497	SEL	SELECTIVE INSURANCE	7,944.00
			<b>Totals</b>	<b>132,569.31</b>

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

HIGHWAY AID CHECKING

March 1, 2024 - March 31, 2024

Date	Reference	Payee ID	Description	Checks/ Payments
03/06/24	1240	ARS	Beginning Balance AMERICAN ROCK SALT COMPANY LLC	3,498.10
				<b>Totals</b>
				3,498.10

Transaction count = 2

RESOLUTION NO 2024-01

**TROY BOROUGH  
BRADFORD COUNTY, PENNSYLVANIA**

**BE IT RESOLVED**, and it is hereby **RESOLVED** by the Borough Council of the Borough of Troy, Bradford County, Pennsylvania as follows:

**WHEREAS**, the Borough of Troy maintains and administers a pension plan for its police employees; and

**WHEREAS**, a previous amendment of the pension plan prepared by the Borough's actuary contained a clerical error stating that the mandatory contribution to the Plan was stated to be 8.00% of the participant's compensation when the contribution has always been historically 5.00% of the participant's compensation; and

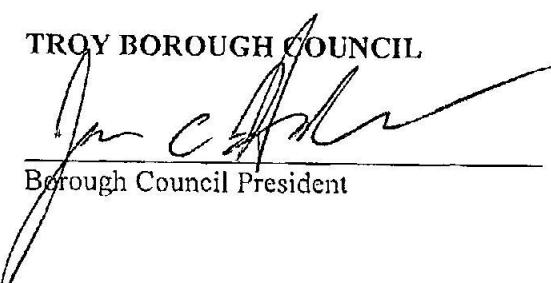
**WHEREAS**, The Borough Council desires to approve Amendment # 4 to the police pension plan to correct this error;

**NOW THEREFORE**, be it **RESOLVED**, and it is hereby **RESOLVED**, by the Borough Council of the Borough of Troy the 28<sup>th</sup> day of March, 2024 as follows:

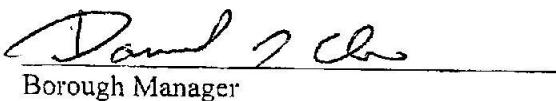
Amendment #4, attached hereto and incorporated herein by reference shall be and is hereby approved by the Borough Council.

**SO RESOLVED**, by the Borough Council of the Borough of Troy this 28<sup>th</sup> day of March, 2024.

**TROY BOROUGH COUNCIL**

  
Borough Council President

ATTEST:

  
Borough Manager

AMENDMENT #4  
TO THE  
BOROUGH OF TROY POLICE PENSION PLAN

As authorized by Section 9.2 of Borough of Troy Police Pension Plan ("Plan") as amended and restated effective January 1, 2008, the employer, Borough of Troy, hereby amends the Plan in the following manner:

**FIRST: Previous Error**

Sections 6.2 (a) was previously amended, and by way of clerical error the mandatory contribution to the Plan was stated to be 8.00% of the participant's compensation. This was an obvious clerical error, as the contribution has always historically been 5.00% of the participant's compensation and this amendment is made to correct that error.

**SECOND: Mandatory Employee Contributions**

Sections 6.2 (a) is amended to clarify that participant's mandatory contribution shall be 5.00% of the participant's compensation. As amended, Section 6.2 (a) shall read as follows:

(a) Mandatory Contribution Amount- As a condition of participation in this plan, each active participant must contribute, on an after-tax basis, a percentage of his compensation as established each year. In general, this mandatory contribution shall be 5.00% of the participant's compensation.

The employer may reduce or eliminate the contribution required provided any reduction or elimination of contributions is authorized on an annual basis by an ordinance or resolution by the employer.

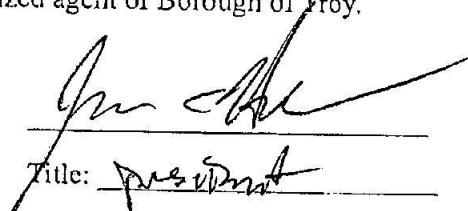
**THIRD: Effective Date**

This amendment is made effective as of January 1, 2008.

**FOURTH: Remaining Plan Provisions**

All other provisions of the Plan remain in full force and effect.

Executed this 28<sup>th</sup> day of March, 2024 by the duly authorized agent of Borough of Troy.

  
\_\_\_\_\_  
Title: President

## **SPECIAL EVENT PERMIT**

### **Processions, Assemblages and Special Activities, and Film Shoots**

#### **APPLICANT CONTACT INFORMATION**

Contact Name: John H. Herrington      Title: Parade Coordinator  
 Organization: Troy Veterans Club Home Association INC.       Municipal Sponsor       Private  
 Sponsor Street Address: 183 Veterans Drive      City: Troy      State: PA      Zip Code: 16947  
 Phone: (607) 738-1569      E-mail: jherr86@ptd.net      Hours: 8:00 AM - 5:00PM

#### **SPECIAL EVENT INFORMATION**

1. Special Event Name: Memorial Day Parade  
 2. Special Event Type (Check all that apply):  Procession     Assemblage     Special     Activity     Film Shoot  
 3. Special Event Purpose/Description (Attach additional sheet if necessary):  
 Memorial Day parade to honor fallen veterans. Parade will begin at the Elementary School in Troy 500 feet south of the intersection of South Railroad Street and State Route 0014. The parade will proceed north on RT 0014 to the intersection of RT 0014 and Fenner Avenue and will terminate there on the Davison Green 49 Elmira Street.  
 Parade route is from RT0014 Segment 0340 Offset 1639 to RT0006 Segment 0160 Offset 156

4. Date of Special Event: ..... From 05/27/2024      To 05/27/2024  
 a. Alternate Date of Special Event: ..... From \_\_\_\_\_ To \_\_\_\_\_  
 5. Time of Special Event: ..... From 9:00 am      To 9:15 am  
 a. Alternate Time of Special Event: ..... From \_\_\_\_\_ To \_\_\_\_\_  
 6. County(ies):  
 Bradford

7. Municipality(ies):  
 Troy Borough

8. State Road(s) (List all state roads involved in the special event - Attach additional sheet if necessary):

State Route Number:	State Road Name:	Number of Lanes:	Type of Highway:
0014	Canton Street	2	Conventional <input type="checkbox"/>
0006	Elmira Street	2	Conventional <input type="checkbox"/>
			Select One <input type="checkbox"/>
			Select One <input type="checkbox"/>
			Select One <input type="checkbox"/>
			Select One <input type="checkbox"/>

**SPECIAL EVENT INFORMATION (CONTINUED)**

9. Approximate number of vehicles in the special event: ..... 15 vehicles

10. Approximate number of pedestrians involved in the special event: ..... 100.00 pedestrians

11. Highway will be (check all that apply):  Fully Closed  Partially Closed  Minor Encroachment  Other

a. Describe the highway closure and the affect on adjacent properties. (Attach additional sheet if necessary):  
Traffic will be held during the parade. Parade participants can move to one side to allow for emergency vehicles if needed. There is no affect on adjacent properties.

12. Travel distance of road closure/encroachment: 1/2 Mile

13. Travel distance of the alternate route: .....  N/A

NOTE: Alternate route shall not be more than 5 miles longer or 5 times greater in length than the normal travel distance. An alternate route is not required if one of the following conditions exists:

- The highway to be closed is not a state route and is primarily used by local drivers who are familiar with an alternate route.
- The highway is only partially or periodically closed and the vehicle escort service can safely maintain traffic on the remainder of the highway.
- The highway closing for less than 20 minutes and excessive traffic backup will not occur during closing.

14. Does the special event occur on a freeway: .....  Yes  No

The following five (5) questions pertain to the use of a freeway: .....  N/A

- Please state the reason(s) why this event should use a freeway, including safety aspects to both motorists and event participants. (Explain on a separate attached sheet)
- Are there a minimum of two lanes of traffic in each direction of flow: .....  Yes  No
- Will the special event move orderly and uniformly along the freeway: .....  Yes  No
- Will the special event use a maximum of one lane of the highway and can the MPT Contractor safely maintain traffic on the remainder of the highway: .....  Yes  No
- Will the delay for traffic entering or leaving the highway at ramps be no more than 5 minutes and can MPT control all delayed traffic: .....  Yes  No

15. Notification of Pennsylvania State Police (PSP) (Please Contact Station Commander at Local PSP Barracks):

a. PSP Contact Name: Joseph Mitchell Title: Sergeant Date: 03/14/2024

16. Maintenance and Protection of Traffic (MPT): .....  N/A

- MPT Performed By: \_\_\_\_\_
- MPT Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_
- Date MPT requested: ..... From \_\_\_\_\_ To \_\_\_\_\_
  - Alternate Date MPT requested: ..... From \_\_\_\_\_ To \_\_\_\_\_
- Time MPT requested: ..... From \_\_\_\_\_ To \_\_\_\_\_
  - Alternate Time MPT requested: ..... From \_\_\_\_\_ To \_\_\_\_\_

17. Vehicle Escort Service: .....  N/A

- Vehicle Escort Performed By: Troy Police Department
- Vehicle Escort Contact Name: Officer Briar Jenkins Phone: (570) 297-2423
- Date Vehicle Escort Service requested: ..... From 05/27/2024 To 05/27/2024
  - Alternate Date Vehicle Escort Service requested: ..... From \_\_\_\_\_ To \_\_\_\_\_
- Time Vehicle Escort Service requested: ..... From 9:00 am To 9:30 am
  - Alternate Time Vehicle Escort Service requested: ..... From \_\_\_\_\_ To \_\_\_\_\_

## APPLICANT CERTIFICATION, PERMIT CONDITIONS, & SIGNATURES

The applicant shall indemnify, save harmless, and defend (if requested) the Commonwealth of Pennsylvania, the Department of Transportation, and their officers, agents, and employees from any and all claims, suits, or actions for injuries, death and/or property damage arising out of the procession, assemblage, or special activity identified in this permit where the claim, suit, or action was caused by the applicant, its officers, agents, and employees, the event participants, support staffs, event officials, volunteers, medical support, technical support, media vehicles, event communications staffs, the traveling public, general public, or spectators.

A certificate of insurance must be provided showing: (a) public liability insurance for bodily injury and property damage in the minimum amount of two hundred fifty thousand (\$250,000.00) per person and one million dollars (\$1,000,000.00) per occurrence to cover any loss that might occur as a result of the permitted use of the state highways or that might otherwise arise out of or be connected with the event; (b) occurrence-based coverage; and (c) the Commonwealth of Pennsylvania named as an additional insured. The applicant warrants the information in the insurance certificate is accurate.

The event route shall be appropriately secured with proper security and safety measures taken to protect the event participants, support staffs, event officials, volunteers, medical support, technical support, media vehicles, vehicle escort services, maintenance and protection services, the traveling public, event communications staffs, the general public, and spectators. Proper emergency medical services shall be provided. Local fire departments, the general public, and the traveling public shall be notified in advance of the event. Written notification shall be submitted to each municipality notifying the municipality that the event uses state roads and written approval shall be obtained from each municipality granting the applicant permission to hold the event. The applicant shall coordinate and pay for temporary traffic control during the event.

The Department reserves the right to re-open any closed road(s) at any time due to any emergency that may occur which require the use of such roads to safely provide for the movement of traffic through the area.

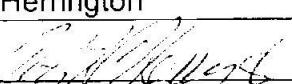
- I have attached a Certificate of Insurance as described above.
- I have read, understand, and agree to the above terms and conditions.
- I attest that all information in the special event permit application is accurate to the best of my knowledge.
- For a film shoot, I have read and agree to comply with the requirements of Exhibit A - Film Shoot Requirements.

### Applicant

Contact Name (Print): John H. Herrington

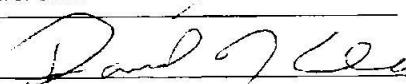
Title of Contact: Parade Coordinator

Date: 03/14/2024

Contact Name (Signature): 

Attesting Witness (Print): Daniel J. Close

Title of Witness: Troy Borough Manager/CAO

Attesting Witness (Signature): 

Date: 03/14/2024

### Pennsylvania Department of Transportation

District Traffic Engineer (Print): \_\_\_\_\_

District Traffic Engineer (Signature): \_\_\_\_\_

Date: \_\_\_\_\_

District Executive (Print): \_\_\_\_\_

District Executive (Signature): \_\_\_\_\_

Date: \_\_\_\_\_

Remarks:

### Actions

1. Complete the Route/Bridge Restriction (M-937R) form and submit it at least ten (10) business days prior to the special event.
2. Notify the Traffic Management Center (TMC) of the special event date.

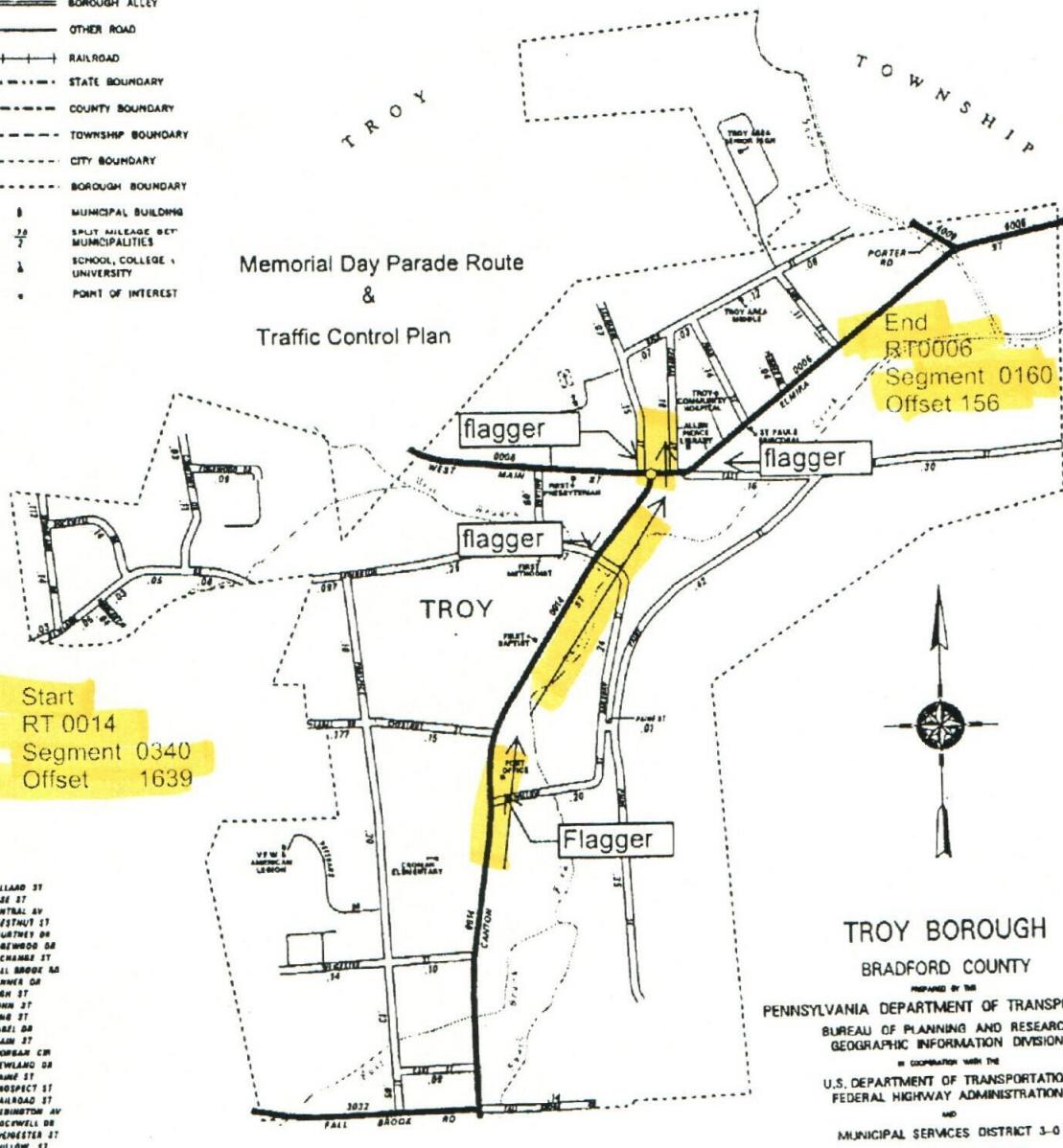
**LEGEND**

- LIMITED ACCESS HIGHWAY
- STATE ROUTE AND NUMBER
- STATE MAINTAINED BRIDGE ON BOROUGH STREET
- BOROUGH STREET NAME AND SEGMENT LENGTH IN MILES
- TURNBACK BOROUGH STREET
- BOROUGH ALLEY
- OTHER ROAD
- RAILROAD
- STATE BOUNDARY
- COUNTY BOUNDARY
- TOWNSHIP BOUNDARY
- CITY BOUNDARY
- BOROUGH BOUNDARY
- MUNICIPAL BUILDING
- SPLIT MILEAGE BETW MUNICIPALITIES
- SCHOOL, COLLEGE & UNIVERSITY
- POINT OF INTEREST

POPULATION 1,508  
(2000 Census)

TOTAL MILES  
Borough Road System 5.50  
State Highway System 1.76  
Total 7.26

Memorial Day Parade Route  
&  
Traffic Control Plan

**TROY BOROUGH**

BRADFORD COUNTY

PREPARED BY THE

PENNSYLVANIA DEPARTMENT OF TRANSPORTATION

BUREAU OF PLANNING AND RESEARCH

GEOGRAPHIC INFORMATION DIVISION

IN COOPERATION WITH THE

U.S. DEPARTMENT OF TRANSPORTATION

FEDERAL HIGHWAY ADMINISTRATION

AND

MUNICIPAL SERVICES DISTRICT 3-0

MUNICIPAL CODE 08 413

REVISED PER FORM 990 DATED 7-19-96

SCALE  
0 500 1000 1500 FEET  
0 100 200 300 400 500 METERS

TYPE 6B MAP TROY BOROUGH BRADFORD COUNTY PENNSYLVANIA



**Congdon-Bailey Post 8675**  
**Veterans of Foreign Wars**



**Brooks-Flick Post 49**  
**American Legion**

**Post Office Box 113, Troy, PA 16947**

April 3, 2023

Troy Borough Manager  
Troy, PA 16947  
Attn: Dan close

Sir:

American Legion Post 49 and VFW Post 8675 request permission to conduct a Memorial Day parade on Monday May 27, 2024. We plan to begin the parade at the Croman Elementary School on Canton Street and follow the most direct route to Davison Green on Fenner Street. The parade will begin at 9:00 a.m. The route is a little over 1/2 mile in length and the duration is estimated at 15 minutes.

Please direct all communications regarding this request to me.



John H. Herrington  
VFW Post 8675  
Parade Coordinator

1 atch: parade route

**TROY BOROUGH  
49 ELMIRA STREET  
TROY, PA. 16947  
570-297-2966  
[admin@troyborough.com](mailto:admin@troyborough.com)**

March 29,2024

John Herrington  
Memorial Day Parade  
Event Coordinator  
P.O. Box 113  
Troy, Pa. 16947

RE: Memorial Day parade

Sir,

Thank you for your request regarding a Memorial Day parade on Monday, May 27<sup>th</sup>, 2024 in Troy Borough. The Borough approves the request and will assist with a Special Event Permit (TE-300) submission to the Pennsylvania Department of Transportation. Under cover of this letter please find a full copy of the submission. Thank you.

The Borough of Troy agrees to fully indemnify, save harmless and, if requested, defend the Commonwealth, Commonwealth departments and their officers, agents and employees from and against Claims, suits or actions for injury, death or property damage arising from or because of the acts or omissions of the sponsor, its officers, agents or employees. Thank you.

Respectfully,

  
Daniel J. Close, Manager / CAO



# CERTIFICATE OF LIABILITY INSURANCE

TROYVET-03

JSHRIMP

 DATE (MM/DD/YYYY)  
 3/21/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERs NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	FAX (A/C, No.): (570) 265-3476
	PHONE (A/C, No. Ext): (888) 426-6662	
INSURED	E-MAIL ADDRESS: certificates@gannonassociates.com	NAIC #
	INSURER(\$) AFFORDING COVERAGE	
	INSURER A: Cincinnati Insurance Company	10677
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:		
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.						
INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY	X	ENP 0245301	4/13/2024	4/13/2025	EACH OCCURRENCE \$ 1,000,000
	CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/>					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000
	GENL AGGREGATE LIMIT APPLIES PER:	X				10,000
	POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/>					MED EXP (Any one person) \$ 1,000,000
	OTHER					PERSONAL & ADV INJURY \$ 2,000,000
	ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/>					GENERAL AGGREGATE \$ 2,000,000
	AUTOMOBILE LIABILITY					PRODUCTS - COMP/OP AGG \$ 2,000,000
	Hired AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/>					COMBINED SINGLE LIMIT (Ea accident) \$
	UMBRELLA LIAB	OCCUR				BODILY INJURY (Per person) \$
	EXCESS LIAB					CLAIMS-MADE <input type="checkbox"/>
	DED <input type="checkbox"/> RETENTION \$ <input type="checkbox"/>					PROPERTY DAMAGE (Per accident) \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/>	Y/N	N/A			E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 Event: Memorial Day Parade on 5-27-2024

Commonwealth of Pennsylvania is included as an additional insured with respects to General Liability per the written contract with the named insured

CERTIFICATE HOLDER	CANCELLATION
Commonwealth of Pennsylvania Department of Transportation 715 Jordan Avenue PO Box 218 Montoursville, PA 17754	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 



TROYVET-03

JSHRIMP

DATE (MM/DD/YYYY)  
3/21/2024

## CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERs NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	FAX (A/C, No): (570) 265-3476
	PHONE (A/C, No, Ext): (888) 426-6662	
Gannon Associates 315 South Main St PO Box 226 Athens, PA 18810	E-MAIL ADDRESS: certificates@gannonassociates.com	NAIC #
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Cincinnati Insurance Company	10677
INSURED	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
				4/13/2024	4/13/2025	
<b>A</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		ENP 0245301			<b>EACH OCCURRENCE</b> \$ 1,000,000
					DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 500,000
					MED EXP (Any one person)	\$ 10,000
					PERSONAL & ADV INJURY	\$ 1,000,000
					GENERAL AGGREGATE	\$ 2,000,000
					PRODUCTS - COMP/OP AGG	\$ 2,000,000
					COMBINED SINGLE LIMIT (Ea accident)	\$
					BODILY INJURY (Per person)	\$
					BODILY INJURY (Per accident)	\$
					PROPERTY DAMAGE (Per accident)	\$
						\$
	<b>UMBRELLA LIAB</b>	OCCUR			EACH OCCURRENCE	\$
	EXCESS LIAB	CLAIMS-MADE			AGGREGATE	\$
	DED	RETENTIONS				\$
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				PER STATUTE	OTH. ER	
ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A				E. L. EACH ACCIDENT	\$	
If yes, describe under DESCRIPTION OF OPERATIONS below				E. L. DISEASE - EA EMPLOYEE	\$	
				E. L. DISEASE - POLICY LIMIT	\$	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Event: Memorial Day Parade on 5-27-2024

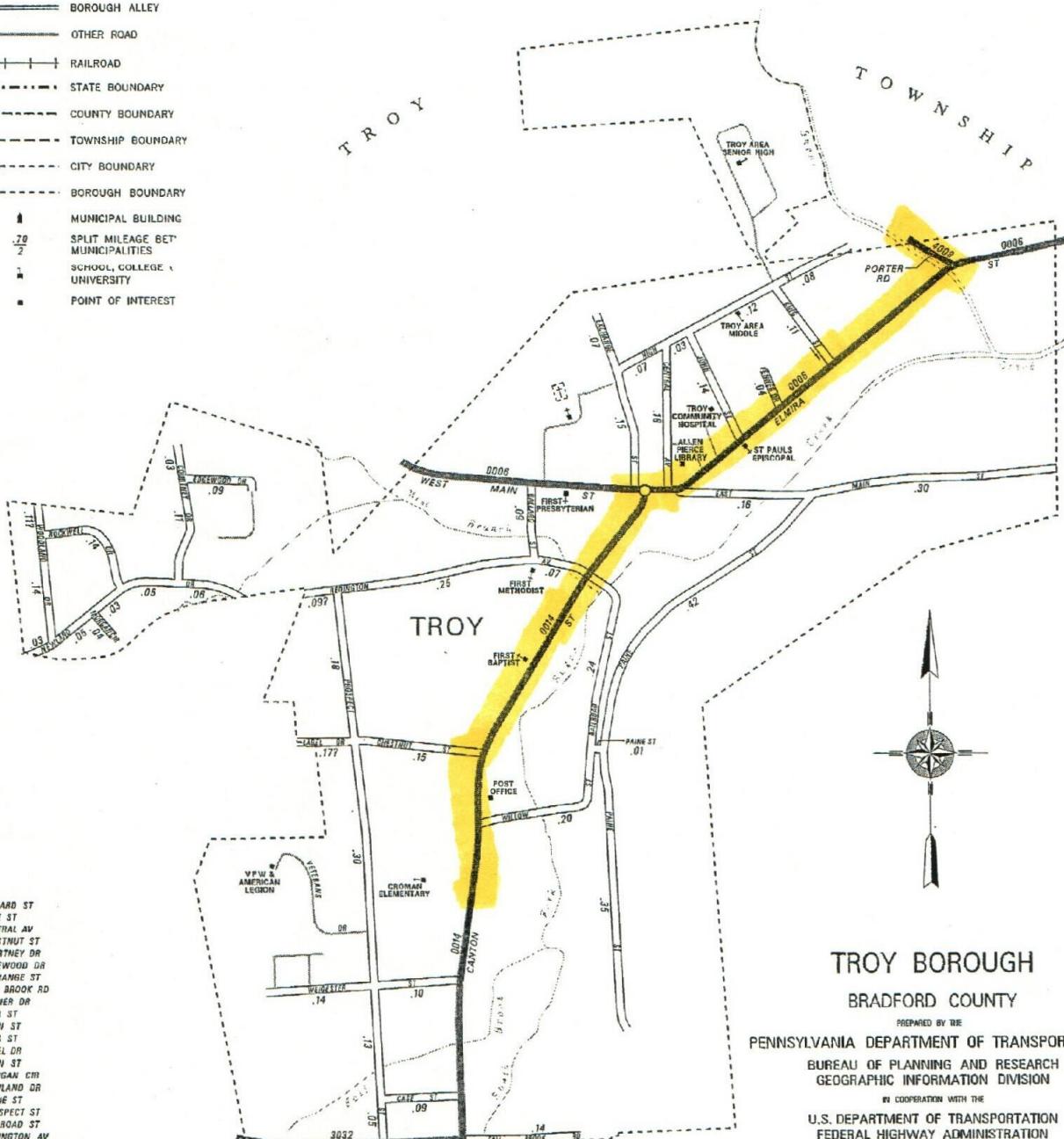
CERTIFICATE HOLDER	CANCELLATION
Troy Borough 49 Elmira St Troy, PA 16947	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>John Shrimp</i>

### LEGEND

- 0041 LIMITED ACCESS HIGHWAY
- 0019 STATE ROUTE AND NUMBER
- STATE MAINTAINED BRIDGE ON BOROUGH STREET
- BAK ST BOROUGH STREET NAME AND SEGMENT LENGTH IN MILES
- TURNBACK BOROUGH STREET
- BOROUGH ALLEY
- OTHER ROAD
- RAILROAD
- STATE BOUNDARY
- COUNTY BOUNDARY
- TOWNSHIP BOUNDARY
- CITY BOUNDARY
- BOROUGH BOUNDARY
- MUNICIPAL BUILDING
- SPLIT MILEAGE BET' MUNICIPALITIES
- SCHOOL, COLLEGE & UNIVERSITY
- POINT OF INTEREST

POPULATION 1,508  
(2000 Census)

TOTAL MILES  
Borough Road System 5.50  
State Highway System 1.76  
Total 7.26



SCALE  
0 100 200 300 400 500 FEET  
0 500 1000 1500 FEET  
0 500 METERS

TYPE 5B MAP TROY BOROUGH BRADFORD COUNTY PENNSYLVANIA



BLAIR COUNTY  
1731 N. JUNIATA STREET  
HOLLIDAYSBURG, PA 16648  
TEL: 814.696.6280  
FAX: 814.696.6240

## MEETING MINUTES

ATTENDEES: Aaron Crist, P.E. – PennDOT Project Manager  
Steve Betts – PennDOT Utility Coordinator/Grade Crossing Coordinator  
Dan Close – Troy Borough  
Andrew Callahan – Blue Ridge Communication  
Cheryl Moyer – Frontier Communications of PA  
Steven Beers – Pennsylvania Electric Company  
Christopher Morris – UGI Utilities  
Robert Strobridge – UGI Utilities  
Marc Van Gorder – UGI Utilities  
Rodney Jenkins, P.L.S. – Stiffler McGraw (Utility Coordinator)  
Chuck Barnes, P.E. – Stiffler McGraw (Highway Engineer)  
Jonah Salyards, P.E. – Stiffler McGraw (Bridge Engineer)  
Jason Shura, P.E. – Stiffler McGraw (Project Manager)

PREPARED BY: Jason Shura, P.E.

RE: MPMS 5112 – Troy Borough Redington Avenue Bridge Replacement  
MPMS 5129 – Troy Borough South Railroad Street Bridge Replacement  
Troy Borough, Bradford County  
Preliminary Utility Meeting

DATE: February 27, 2024 at 10:00 AM (*Teams Meeting*)

### MEETING MINUTES

A preliminary utility coordination meeting was held using Microsoft Teams to discuss the Troy Borough Bridge Replacement Project. In consideration of the extensive utility involvement with this project, a virtual meeting was held with the objective to discuss the project prior to an on-site meeting with affected utilities so that all parties are more prepared to review and discuss the project at the on-site meeting. The on-site meeting will be scheduled at a later date.

Troy Borough is the project sponsor. PennDOT is providing funding for this project. Stiffler McGraw & Associates, Inc. (**SM**) is the consultant designer. Jason Shura opened the meeting by introducing attendees and providing an overview of the project. Rodney Jenkins then led the discussion for each bridge included in this project and discussed the proposed bridge work, utilities that are present, and anticipated impacts. Preliminary Utility Plans were provided to the group prior to the meeting and are attached here-to for reference.

ECMS Project 5112 includes two bridge replacements in Troy Borough, Bradford County as follows:

OFFICES LOCATED THROUGHOUT PENNSYLVANIA

**1.888.696.6280**

**STIFFLER-MCGRAW**

STIFFLER MCGRAW & ASSOCIATES, INC. STIFFLER MCGRAW ARCHITECTS, LLC

- MPMS 5112 Redington Avenue over West Branch Sugar Creek.
- MPMS 5129 South Railroad Street over South Branch Sugar Creek.

Both bridge replacement projects will be constructed under a single construction contract, with project let planned for December 2025 and construction anticipated in 2026.

#### Redington Avenue Bridge Replacement Project

This project involves replacement of the existing reinforced concrete slab bridge with a new cast-in-place concrete box culvert with cast-in-place concrete end sections. Cast-in-place construction is proposed to eliminate the need for a crane, thus minimizing impacts to overhead utilities. Temporary shoring is proposed to minimize the project footprint to reduce impacts to buried facilities.

Buried utilities include sanitary sewer that parallels Redington Avenue and crosses West Branch Sugar Creek under the existing bridge and includes multiple laterals within the project limits; gas in all four quadrants, including an exposed crossing immediately upstream of the bridge; and water on the downstream side of the bridge. Overhead utilities include electric, telephone, cable and fiber optic on the downstream side of Redington Avenue, with several service lines transecting the roadway on each approach.

*Water (Troy Borough)* – The waterline in the near (west) approach roadway will be impacted by a proposed storm sewer. **SM** proposes that the waterline relocation be *incorporated* in the bridge replacement project and relocated at the same time the storm sewer is installed. Dan Close concurred with this approach. Dan indicated that he believes there is an active water line located downstream of the existing structure and that it can be removed based on an as-built waterline relocation plan done for the SR 0014, Section 066 completed in May of 2005. Dan also indicated that he believes that the water service lines for the Krise Tire Shop is tapped into this line. The line is not currently shown on the utility plan. **SM** was under the impression the waterline downstream of the structure was removed when the S.R. 14 bridge was replaced. **SM** indicated SUE work will likely need to be completed to locate the waterline as indicated on the SR 0014, Section 066 Water Main Relocation Plan in and around the private driveway on the near right approach to determine how this line may be affected by Temporary Shoring installed. Dan's staff will confirm this waterline status and will provide an update.

*Sanitary Sewer (Troy Borough)* – The sanitary sewer parallels Redington Avenue near the centerline of road and crosses the creek under the bridge. Two laterals and a manhole are present immediately west of the bridge. SM proposes to relocate the sanitary line by placing new manholes on each approach roadway and running the line through the culvert bottom slab. The laterals on the west approach will similarly need to be relocated. Dan Close indicated the Borough's Engineer, Larson Design Group (LDG), will take the lead on this work. **SM** will provide the Borough a plan that depicts SM's proposed relocation and will provide the CAD files for LDG's use. This work will likely be *incorporated* due to the alignment through the culvert bottom slab but will be discussed further at the on-site meeting.

Troy Borough Bridge Replacement Project

Troy Borough, Bradford County

Preliminary Utility Meeting Minutes

Page 3 of 5

*Gas (UGI)* – Gas lines are located in all four quadrants and include two different pressure lines. Chris Morris and Robert Strobridge indicated they will need to review the plans in more detail prior to the field meeting. The intent is to relocate the gas line *prior* to the bridge replacement. UGI may be able to abandon the low-pressure line. **SM** agreed to provide an updated PDF plan and current CAD files so UGI can develop a relocation strategy.

*Overhead (Blue Ridge / Frontier / Penelec / Others)* – Overhead utilities parallel Redington Avenue to the south. One pole in the east approach will need to be relocated to accommodate sidewalk and guiderail construction. Steven Beers (Penelec) indicated that he believes Penelec owns the poles within the project limits and will confirm prior to the on-site meeting. Mr. Beers proposes that the overhead electric be temporarily removed during construction to allow the communication lines to be raised. The utility pole can be shifted south and east so it is behind the guiderail. Mr. Beers will need to determine how Penelec will maintain service to Krise Garage and will investigate prior to the on-site meeting. Steve Betts noted that we need to ensure there is enough clearance between the guiderail and pole (5' minimum) and from the end of the guiderail end treatment such that any warranties for the crashworthy guiderail end treatment are not voided. The guiderail is currently turned outside the clear zone and terminated with a terminal section to avoid impacts to the waterline. Mr. Betts indicated this should be sufficient, but noted that if a crashworthy end treatment is proposed, it will need to be reviewed with the District to ensure the pole location is adequate.

Cheryl Moyer (Frontier) indicated Frontier has fiberoptic lines at the site that can be raised through the project limits to allow work under the lines. Ms. Moyer indicated that additional fiber optic lines are potentially on site including:

- Rural Net
- Lumen
- Empire Access
- FirstLight Fiber
- Zito Media

Ms. Moyer indicated these same providers may be present at the South Railroad Street site as well. Steve Betts will add these utilities to URMS to be included in future correspondence. They will be invited to the on-site meeting.

Andrew Callahan (Blue Ridge) indicated they have 2 fiber lines and 1 coaxial cable line within the project limits and can raise these lines once the electric lines are removed so work may be completed under the lines.

It is assumed removal of the electric lines and raising the communication lines will be *coordinated* work to minimize out-of-service time for the electric and allow for phasing between the two bridges. The anticipated height will be discussed at the on-site meeting. Prior to this meeting, **SM** will determine how much room is required to allow for construction of the bridge at both sites.

Lastly, Mr. Beers indicated that Penelec cannot take the electric lines out of service at both bridge projects concurrently. The project schedule will need to accommodate for this, or alternate methods to address impacts to the overhead electric will need to be considered. Jason Shura stated that **SM**

will prepare the preliminary CPM schedule assuming the projects will be constructed consecutively rather than concurrently to ensure both bridge replacements can be completed in a single season. If two construction seasons will be required, **SM**, PennDOT and Troy Borough will discuss alternatives.

#### South Railroad Street Bridge Replacement Project

This project involves replacement of the existing reinforced concrete tee-beam bridge with a new single lane steel multi-beam bridge supported on GRS abutments. A single lane steel bridge on GRS abutments was selected to reduce the project footprint and allow beam placement with an excavator or small crane to minimize impacts to overhead utilities. The GRS abutments can be constructed without the need for a crane. A small crane pad will be provided on the east approach where no overhead utilities transect the roadway.

Buried utilities include gas that parallels South Railroad Street to the south and water that parallels South Railroad Street near the centerline of road. The gas line is exposed on the upstream side of the bridge. Sanitary sewer is present, however is outside the limits of work. Overhead utilities include electric, telephone, cable and fiber optic on the downstream (north) side of South Railroad Street. There is an electric substation in the SW quadrant with numerous high voltage lines that transect South Railroad Street approximately 50' west of the bridge.

*Water (Troy Borough)* – Dan Close noted that the waterline supported by the bridge can likely be taken out of service (cut and capped at each approach) without the need to relocate or reconstruct. It is assumed this work will be conducted *prior* to bridge construction. Mr. Close's staff will confirm prior to the on-site meeting. The guiderail crashworthy end treatment in the SE quadrant will cross over the water line. **SM** will propose concrete foundations over the water line to eliminate impacts. It is noted that future maintenance of the line would likely require relocation around the guiderail end treatment. Dan Close agreed with this approach.

*Sanitary Sewer (Troy Borough)* – Sanitary sewer is present in the east approach, however is outside the limits of work. No impacts are anticipated.

*Gas (UGI)* – Mr. Strobridge indicated the gas line will be relocated outside the bridge excavation limits *prior* to bridge construction. It's possible this crossing can be taken out of service by cutting and capping the line on each approach. UGI staff will confirm prior to the on-site meeting. **SM** will provide an updated utility plan that shows limits of excavation, required right-of-way and temporary construction easements and will provide CAD files so UGI can prepare the relocation plans.

*Overhead (Blue Ridge / Frontier / Penelec / Others)* – Overhead utilities parallel South Railroad Street to the north (downstream). Three utility poles are set within the limits of excavation and will require relocation either permanently or temporarily. Mr. Beers confirmed that Penelec owns these poles. Mr. Beers proposes a similar approach to Redington Avenue. Penelec can temporarily remove the electric lines to allow the communication lines to be raised during construction. A temporary pole will need to be set on each approach outside the limits of excavation to support the communication lines. Pole #STS-17/HH3 in the NW quadrant cannot be affected and may dictate where the temporary pole is set. Temporary pole locations will be reviewed at the on-site meeting.

Ms. Moyer indicated the fiber optic companies listed under the Redington Avenue discussion are likely present at South Railroad Street as well. All five will be contacted by **SM** and/or PennDOT and invited to the on-site meeting. Ms. Moyer noted that Frontier's line cannot be taken out of service because it provides service to the town of Canton. Ms. Moyer indicated their lines can be raised temporarily once the electric lines are removed to allow work under the lines. Similar to Redington Avenue and prior to the on-site meeting, **SM** will determine how much clearance is required to facilitate construction. Mr. Callahan indicated Blue Ridge's lines terminate on the east approach and will not be affected.

#### Summary

The meeting concluded at approximately 11:15am. It was agreed that an on-site meeting will be planned for the first half of April. **SM** will present multiple dates and times for this meeting and will present to the group to determine a time that works for the most people. The following action items, to be completed prior to the on-site meeting, were identified.

#### Action Items:

- **SM** will distribute updated color-coded utility plans to all parties.
- Steve Betts will add the five additional fiber optic companies discussed here-in to URMS. **SM** will coordinate with each to invite them to the on-site meeting.
- Dan Close's staff will confirm if the waterline downstream of the Redington Avenue bridge is active and whether it can be taken out of service.
- Dan Close's staff will confirm that the waterline at South Railroad Street can be taken out of service by cutting and capping at each approach.
- UGI will formulate an approach to address impacts to their gas line at Redington Avenue to present at the on-site meeting.
- UGI will determine if the gas line at South Railroad Street can be taken out of service or must be relocated.
- **SM** will prepare a draft sanitary sewer replacement plan and profile for Redington Avenue and submit to Dan Close.
- **SM** will provide CAD files to Troy Borough and UGI for their use.
- **SM** will complete a constructability review at each site to determine how much vertical clearance is required below the communication lines to facilitate bridge construction at each site.
- **SM** will prepare a preliminary CPM schedule and submit to PennDOT and Troy Borough.



COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF ENVIRONMENTAL PROTECTION  
BUREAU OF CLEAN WATER

SEWAGE INSPECTION REPORT

Permit Number PA0028266	Inspection Date 03/05/2024	Entry Time 12:45	Exit Time 13:35	Inspection Type CEI	Inspection ID 3725135
Municipality Troy		County Bradford			
Facility Name TROY BOROUGH		Permittee Name TROY BORO BRADFORD CNTY			
24-Hour Emergency Contact Person/Phone Stephen Randall / (570) 529-3609		Email srandall39@yahoo.com			
Physical Location Address 49 ELMIRA ST, TROY, PA, 16947-1230					
Permit Expiration Date 09/30/2026	Next Submittal Renewal DueDate 04/03/2026				
Violations* Violation(s) Noted					
1. 25 Pa. Code 92a.41(a)(5): Failure to maintain permitted treatment units in operable condition Grit removal system is not operational. Work ongoing to return it to operation by this summer					
Recommendations					
-Keep Department updated on the completion of grit project					
-Investigate and abate I&I within the collection system					
Person Interviewed Stephen Randall	Date 03/05/2024	Inspector STEPHEN D PUZIO	Date 03/05/2024		
Signature completed after site visit	Phone Number (570) 529-3609	Signature	Phone Number (570) 898-5954		
Title Operator		Title WTR QLTY SPCST			
Email srandall@yahoo.com		Email spuzio@pa.gov			
This document is official notification that a representative of the Department of Environmental Protection inspected the above facility. The findings of this inspection are shown above and on any attached pages. *Any violations which were noted during the inspection are indicated. Violations may also be discovered upon examination of the results of laboratory analyses of the discharge and/or review of Department records.					

**SEWAGE INSPECTION REPORT**

<b>Facility Details Section</b>					
<b>Responsible Official</b>	DANIEL J CLOSE		<b>Title</b>	BOROUGH MGR	
<b>Business Phone</b>	(570) 297-2966		<b>Email</b>	danclose@troyborough.com	
<b>Permittee Address</b>	49 ELMIRA ST, TROY, PA. 16947-1230				
<b>Certified Operator</b>	RANDALL STEPHEN C		<b>Client ID</b>	368430	
<b>Certificates</b>	A,E-1.4	<b>Certification Status</b>	Active	<b>Expiration Date</b>	03/31/2025
<b>Is a Copy of the permit(s) on-site?</b>					Yes
<b>Has the interviewed operator/person reviewed the facility's permit(s)?</b>					Yes
<b>Comments</b>					
<p>A compliance evaluation inspection (CEI) was conducted at Troy Borough's Troy wastewater treatment plant (WWTP) on 3/05/2024 with Dan Close and Stephen Randall of the facility. With the exception of the grit removal system, the treatment units were operational and online at the time of the inspection. Design flow for this WWTP is 0.4 MGD. The monthly average flow for December 2023 was 0.302 MGD. Effluent was clear at the step aeration. An effluent sample was not collected. No problem noted in the receiving stream, Sugar Creek, downstream of the outfall at the time of the inspection.</p> <p>The operator report that the WWTP was operating within parameters. Mixed liquor in the oxidation ditch was running at 3,200 mg/L. Sludge blanket in the secondary clarifiers was running at 8 feet. No major operational changes planned at this time. There have not been any effluent violations in the last twelve months. Sample results continue to be reported to the Department via eDMR.</p> <p>Liquid sludge continues to be sent offsite for disposal. Sludge is transported by Stahlnecker to Kelly Township WWTP for dewatering and disposal.</p> <p>The grit chamber's solids removal system is still not operational. Troy Borough was issued a WQM permit amendment on January 3, 2024. The permit authorizes a new grit removal and dewatering system to be installed. Troy Borough has all required equipment to complete the new grit removal and dewatering system. Troy Borough is in the process of bidding the project. Troy Borough hopes to have the grit chamber fully operational by this summer. The operator should keep this inspector informed of all progress. Failure to maintain the grit chamber is a violation of Troy Borough's NPDES permit.</p> <p>Troy Borough was also evaluating the rehabilitation of both secondary clarifier's interior mechanisms. The equipment should be a like for like. Troy was hoping to do this project in stages, one clarifier each year. An exact time line for this work has not been developed. The operator should keep this inspector informed of any updates with this potential project.</p> <p>Troy Borough's sanitary collection system is affected by inflow and infiltration (I&amp;I). It appears that inflow is the greater concern. Troy Borough has completed some I&amp;I work in the past. None is currently planned. It is HIGHLY RECOMMENDED that Troy Borough develop a comprehensive I&amp;I detection and elimination program to better control high influent flows to the WWTP. The monthly average flow for January 2024 was 0.389 MGD, just below the facility's design flow of 0.4 MGD. This flow is also approx. double the monthly average flow of September 2023 (0.203 MGD) October 2023 (0.214 MGD) and November 2023 (0.205 MGD). Smoke testing and sump / roof leader inspections were discussed during the inspection. It is recommended that any I&amp;I found should be abated as soon as possible.</p> <p><b>Violation</b>  -Failure to maintain all treatment equipment required to treat wastewater  The grit removal system is still not operational. This should be corrected by the summer 2024.</p> <p><b>END</b></p> <p><b>Participants:</b>  ----</p>					

**SEWAGE INSPECTION REPORT**

1 Mon, Rpts&Rcds: 001 - OUTFALL 001

**Influent Sampling**

MRR-1	Is influent monitoring required by the permit?	Yes	
MRR-2	Are influent samples collected?	Yes	
MRR-3	Is the influent sampling location prior to all treatment?	Yes	
MRR-4	Is the influent sampling location prior to all return flows?	Yes	
MRR-5	Are representative influent samples collected?	Yes	

**Effluent Sampling**

MRR-6	Is the effluent sample collected at the location identified in the permit?	Yes	
MRR-7	Where is the effluent sample collection location?	Step Aeration	
MRR-8	Is the effluent sample location after all treatment?	Yes	
MRR-9	Are representative effluent samples collected?	Yes	

**Sample Collection**

MRR-10	Are samples collected as required by the permit?	Yes	
MRR-11	Is proper sampling equipment / containers used during collection?	Yes	
MRR-12	Are the proper type of samples collected in accordance with the permit?	Yes	
MRR-13	Are the samples collected at the frequency in accordance with the permit?	Yes	
MRR-14	Is the proper sample size (minimum aliquot 100 mL) collected?	Yes	
MRR-15	Is proper temperature control provided during collection, storage and shipping?	Yes	
MRR-16	Is the temperature of the sampler or storage refrigerator monitored using an NIST traceable thermometer and recorded?	Yes	
MRR-17	Is the sample storage temperature <=6 °C ?	Yes	
MRR-18	What is the sample storage temperature?	5 C	

**On-site Lab Accreditation-by-Rule**

MRR-19	Does the facility analyze accredited-by-rule parameters only?	Yes	
MRR-20	Which accredited-by-rule parameters are analyzed by the on-site lab?	pH DO TRC	

**COMMONWEALTH OF PENNSYLVANIA**  
**DEPARTMENT OF ENVIRONMENTAL PROTECTION**  
**BUREAU OF CLEAN WATER**

**SEWAGE INSPECTION REPORT**

MRR-21	Is the on-site lab registered?	Yes	
MRR-22	Laboratory Registration ID	08-000963	

**Lab Accreditation**

MRR-23	Does the on-site laboratory analyze permit parameters?	No	
MRR-29	Are permit parameters analyzed by a contract lab?	Yes	
MRR-30	Contract Lab Name, City, Phone	Pace	
MRR-31	Contract Laboratory Accreditation ID	07-00062	
MRR-32	Is the contract lab accredited for those permit parameters?	Yes	
MRR-33	Have any changes occurred with the accredited-by-rule or the accredited parameters or labs?	No	

**Analysis**

MRR-35	Are approved test methods (per 40 CFR Part 136 or others) used for permit parameters?	Yes	
MRR-36	Are the methods used sufficiently sensitive for permit parameters?	Yes	
MRR-37	Are the samples analyzed within the required holding time?	Yes	
MRR-38	Are laboratory equipment/meters calibrated in accordance with the manufacturers' specifications?	Yes	
MRR-39	Are laboratory meters operated and maintained in accordance with the manufacturers' specifications?	Yes	
MRR-40	Are pH buffers and other reagent standards current?	Yes	

**Records**

MRR-41	Are sampling, calibration, laboratory results, chain-of-custody and other required records readily available for review and complete?	Yes	
MRR-42	Do the sampling records include collector, date/time, location information?	Yes	
MRR-43	Do the analysis records include the analyst's name, the analysis date and time, the test method used, the quantitation limits, and the results?	Yes	
MRR-44	Are the required facility records retained for a minimum of 3 years?	Yes	
MRR-45	Are the required sludge use and disposal records retained for a minimum of 5 years?	Yes	
MRR-46	Was access provided to information or to facility records upon request?	Yes	

**Reports**

MRR-47	Identify the month/year of the DMRs and supporting data reviewed.	December 2023	
MRR-48	Are the reviewed DMRs and supplemental reports properly completed?	Yes	

**SEWAGE INSPECTION REPORT**

MRR-49	Are the reviewed bench sheets/lab reports consistent with the reported data?	Yes	
MRR-50	Are samples collected more frequently than required in the permit?	No	
MRR-52	Are DMRs submitted on time?	Yes	
MRR-53	Are the required supplemental reports submitted?	Yes	
MRR-54	Is the facility using the eDMR system, if required?	Yes	

**2 Flow Measurement: 001 - OUTFALL 001**

**Flow Measurement**

Q-1	Where is the flow measured for DMR reporting?	Effluent	
Q-2	If influent flows are measured, are they measured before all return lines and after hauled-in waste?	Not Applicable	
Q-3	Is a flume present?	No	
Q-6	Is a weir present?	Yes	
Q-7	Are weirs clean with a visible air space below nappe?	Yes	
Q-8	What is the max flow that can be measured at the primary device (flume or weir)?	N/D	

**Meter & Recorder**

Q-9	Does the permit require continuous flow monitoring and recording?	Yes	
Q-10	Does the facility have the required flow monitoring and recording capabilities?	Yes	
Q-11	What type of flow meter is used?	Ultrasonic	
Q-12	What type of flow recorder is used?	Totalizer 7-day Chart	
Q-13	Are the meter and recorder operable and operating?	Yes	
Q-14	What is the date of the most recent flow meter calibration?	9/2023	
Q-15	What is the calibration range of the flow meter?	N/D	
Q-16	What is the flow range of the recorder?	N/D	
Q-17	What is the current flow meter reading (MGD or gpm)?	442 gpm	

**High Flows**

Q-18	Does the permit require a High Flow Management Plan?	No	
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**3 TP Treatment Plant: 001 - OUTFALL 001**

**SEWAGE INSPECTION REPORT**

**Treatment Units**

TP-1	Are all treatment units operable?	No	1
TP-2	Are the treatment units/equipment as described in the WQM permit(s) or in the previous inspection report?	Yes	

**Stand-by Power**

TP-7	Is stand-by power provided?	Yes	
TP-8	Type of Stand-by Power	Emergency generator	
TP-9	How often is the stand-by power unit maintained?	Annual	
TP-10	How often is the stand-by power unit exercised?	Weekly	
TP-11	Is the stand-by power unit exercised under load?	Yes	
TP-12	Is the stand-by power system operable and maintained?	Yes	

**Alarms**

TP-13	Is an alarm system available?	Yes	
TP-14	Type of Alarm	Auto Dialer	
TP-15	How often is the alarm system tested?	Weekly	
TP-16	What conditions trigger an alarm? Select all that apply.	Power failure High level	
TP-17	Is the alarm system(s) operable?	Yes	

**Chemicals**

TP-18	Are chemicals used for treatment or otherwise added to the waste stream?	Yes	
TP-19	Which chemicals are added?	Alum	
TP-20	What is the purpose of the chemical addition?	Settling / P	
TP-21	Where are the chemicals added?	Inf to clarifiers	
TP-22	Are chemicals properly handled and stored to prevent a pollution incident?	Yes	

**Bypasses**

TP-23	Did a treatment plant bypass occur since the last inspection?	No	
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**Planned Changes**

**SEWAGE INSPECTION REPORT**

TP-35

Have any changes (new pollutants, different or increased volume or loadings) to the waste stream from industrial or hauled-in wastes occurred since the last inspection?

No

4 O&M: 001 - OUTFALL 001

**O&M**

OM-1	Which of the following treatment plant and equipment records are available?	Not Observed	
OM-2	Is a daily operations log on-site?	Yes	
OM-3	Is the daily operations log up to date?	Yes	
OM-4	Which operational conditions/actions are recorded in the log?	Observations Process adjustments Problems or Concerns	
OM-5	Are process control parameters monitored? (Record the monitoring frequency and current results)	Yes	
OM-6	Is an influent/process control supplemental report form completed and submitted with the DMR?	Yes	
OM-7	Does the daily operations log include maintenance and repair records?	Yes	
OM-10	Are the PM and repair logs up to date?	Not Observed	
OM-11	Were major equipment repairs/replacements done since the last inspection?	No	
OM-12	Is a spare parts inventory, either written or electronic, maintained?	No	
OM-13	Are spare parts and equipment (pumps, motors) maintained on-site or readily available?	Not Observed	

**Solids Management**

OM-14	What is the sludge storage capacity?	56,400 gallons	
OM-15	How much sludge was removed from the facility in the past year?	14.7 DMT	
OM-16	How does the facility determine how much sludge to waste?	Process control	
OM-17	Is sludge/biosolids production & disposal information submitted on the applicable supplemental report form with the DMR?	Yes	
OM-18	Does the facility test the removed sludge for %TS?	Yes	
OM-19	Who provides sludge hauling/disposal/land application?	Stahlnecker	
OM-20	Where is the sludge disposal/biosolids application location?	Kelly Twp. WWTP	
OM-21	How and where are other solid materials, such as collected screenings and grit, disposed?	NTSWA	
OM-22	Has the facility obtained or assured that contracted agents have the necessary permits and approvals for the disposal of solid materials?	Not Observed	

**SEWAGE INSPECTION REPORT**

OM-23	Are solid materials handled and disposed of in compliance with a disposal permit and requirements?	Not Observed	
OM-24	Is the facility in compliance with all other Part C Special Conditions regarding Solids Management?	Not Observed	

**Hauled in Wastes**

OM-25	Does the facility accept hauled-in wastes?	No	
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**Stormwater**

OM-37	Does the permit include a special condition or other requirements regarding stormwater management?	No	
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**Special Conditions**

OM-42	Is the facility subject to industrial pretreatment requirements, or does the permit include a Part C Special Condition regarding Industrial Pretreatment?	No	
OM-45	Does the permit contain a condition regarding whole effluent toxicity (WET) tests?	No	
OM-48	Are any other special conditions in the permit not covered in this inspection report?	No	

**5 DP Discharge Point: 001 - OUTFALL 001**

**Outfall**

DP-1	Outfall Observations	Clear	
DP-2	Were field measurements taken?	No	
DP-4	Were effluent samples collected for laboratory analysis?	No	

**Downstream**

DP-10	Is the receiving stream clear of floating or deposited materials, scum, sheen, foam, oil, grease or other substances associated with the discharge?	Yes	
DP-11	Were downstream field measurements taken?	No	
DP-13	Were downstream samples collected for laboratory analysis?	No	

**Upstream**

DP-19	Was the stream observed upstream from the outfall?	Not Observed	
DP-20	Were upstream field measurements taken?	No	
DP-22	Were upstream samples collected for laboratory analysis?	No	

**OpCert: 001 - OUTFALL 001**

**Operator Certification**

**COMMONWEALTH OF PENNSYLVANIA**  
**DEPARTMENT OF ENVIRONMENTAL PROTECTION**  
**BUREAU OF CLEAN WATER**

**SEWAGE INSPECTION REPORT**

OP-1	Is a properly certified operator employed for the treatment plant?	Yes	
OP-2	Is at least one collection system pump station part of the permitted facility?	No	
OP-4	How many properly certified available operators make process control decisions at this facility?	1	
OP-5	Is at least one available operator's current certificate displayed at the treatment plant?	Yes	
OP-6	Have the available operators been provided with a copy of the current NPDES/WQM Permits?	Yes	
OP-7	On which days of the week is an available operator at the plant?	Monday Tuesday Wednesday Thursday Friday	
OP-8	How many hours are spent at the plant by the available operator(s) each day (weekdays/weekends/holidays)?	4-8	
OP-9	Does the operator notify the owner about violations or conditions that may cause a violation, and needed resources?	Yes	
OP-10	How does the operator notify the owner about known violations or conditions that may cause a violation, and about needed resources?	Verbal Email Phone call	
OP-11	Does the owner respond to the operator's notification about needed resources?	Yes	
OP-12	Does the operator act to resolve the condition(s) and/or violation(s)?	Yes	
OP-13	Are non-certified or not properly certified persons expected to perform work that requires process control decisions?	No	
OP-19	If the available operator/operator in charge (OIC) has changed, was a change of operator form submitted to DEP within 10 days?	Not Applicable	

**Circuit Rider**

OP-20	Is the facility operated by a circuit rider?	No	
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**SEWAGE INSPECTION REPORT**

**3 TP Treatment Plant: 001 - OUTFALL 001**

**Treatment Units**

TP-1	Are all treatment units operable?			
Treatment Units	Total	On-Line	Inoperable	Comments
Other Grinder unit	1	1	0	W/ manual bar screen
Grit Removal	1	0	1	Removal system not operational
Other Wet Well	1	1	0	----
Oxidation Ditch	1	1	0	2 orbs
Other Splitter box	1	1	0	----
Secondary Clarifier	2	2	0	----
Other Chlorinator	1	1	0	Gas
Chlorine Contact Tank	2	2	0	----
Dechlorination System	1	1	0	Gas
Other Flow meter	1	1	0	----
Other Step Aeration	1	1	0	----
Other Outfall	1	1	0	----
Aerated Digester	2	2	0	----

**4 O&M: 001 - OUTFALL 001**

**O&M**

OM-5	Are process control parameters monitored? (Record the monitoring frequency and current results)		
	Parameter / Calculation	Frequency Of Testing	Current Testing Results
	Settleability	Daily	625 ml/L
	Mixed Liquor Suspended Solids (MLSS)	1/Week	3,500 mg/L
	Sludge Blanket	Daily	8 feet



# TROY BOROUGH POLICE DEPARTMENT



49 ELMIRA STREET, TROY, PENNSYLVANIA 16947

## MONTHLY REPORT

February 29, 2024 THROUGH March 27, 2024

**MIKE POWERS, MAYOR**

**RALPH H. DOOLEY, CHIEF**

## **Patrol Vehicle**

- Unit#1 2018 Ford Taurus: 69,496 – 69,852 Total Mileage: 356 miles

## **Citations(Traffic and Non-Traffic)/Arrests/Warnings**

- Traffic Citations/Warnings: 08
- Parking Tickets/Warnings: 00
- Criminal Arrests: 01
- Non-Traffic Citations Issued: 03
- Ordinance Violations/Warnings: 00

## **Reports**

### ***Calls of Service Total: 20***

- **Five (5) offense reports requiring follow-up:** Sex Offenses, Drug Violations, Child Protective Service Reports, Disturbances-other (Fights, Disputes, Etc.)
- **Fifteen (15) Incident reports requiring an Officer response:** Alarms-Unfounded-Except Fire, Traffic Enforcement (Warnings/Citations), Traffic Accidents (reportable), Record Checks, Assist Other Agencies, and Miscellaneous Service Calls

## ***COMMENTS***

- State Police continue to provide coverage when an Officer is not available or for emergency situations when an Officer is not on duty.

*Respectfully submitted by RALPH H. DOOLEY*