

**TROY BOROUGH COUNCIL  
REGULAR MEETING  
AUGUST 29, 2024**

08/29/24

3:30 pm

TROY SALE BARN 50 BALLARD ST.

Call to Order: Jason Hodlofski, President

Council Attendance: Jason Hodlofski, David Blair, Christopher O'Connor, Timothy Bruce

Flag Salute

**1. Minutes Approval**

- **July 25, 2024** – Timothy Bruce made a motion to approve the minutes as presented. David Blair seconded the motion. The motion passed by a unanimous voice vote.

**2. Paid Bills 03/28/24 – 04/23/24**

- **General ledger**                      **\$ 154,536.81**  
Christopher O'Connor made a motion to approved the bills paid the motion was seconded by David Blair. The motion passed by a unanimous voice vote.

**President / Managers Report**

**General Government**

- **East Main Street Paving Project** – The Manager reported that the milling and paving project was scheduled to begin September 3<sup>rd</sup>. A change order for additional milling and paving to correct a water and icing problem at the intersection with Paine Street was presented. The change order added an additional \$40,759.25 to the project. Timothy Bruce made a motion to allow the change order and the motion was seconded by Christopher O'Connor. The motion passed by a unanimous voice vote.
- **MMO's NU & Pol Pension Plans** – The 2025 Minimum Municipal Obligation for both the Police and non-uniform plans were presented. Dave Blair made a motion to approve both including a 3.3% cost of living increase for non-uniform employees in 2025. The motion was seconded by Christopher O'Connor and passed by a unanimous voice vote.
- **Davison Green Use** – Charlie Earl spoke briefly with Council about increasing the use of Davison Green with bands and other events. Council President Jason Hodlofski asked the Manager to schedule the appropriate committee to discuss how to handle use of the Green going forward.
- **Zero-Turn mower purchase / Massey Ferguson** – The Manager reported the new zero-turn mower was purchased from Hess Farm Equipment for \$5,949.00. David Blair made a motion to put the Massey Ferguson up for bid setting a base bid at \$4,000.00 Christopher O'Connor seconded the motion. The motion passed by unanimous voice vote.
- **PD PT Hire** – psychological is scheduled for September 4<sup>th</sup>.
- **Grass Clippings Street Ordinance** – Attorney Caldwell's office is preparing.

- **Bridge Funding TD** - \$302,949.24 paid out

**Sewer Dept.**

- **WWTP Expansion Bids / Penn-Bid** – Timothy Bruce made a motion to accept the low bid of \$197,235 from DGR Excavating. The motion was seconded by David Blair and passed by unanimous voice vote.
- **3<sup>rd</sup> QTR PFAS testing scheduled week of August 5<sup>th</sup>**

**Water Dept.**

- **Plant Floor Project** – Reported this project is about half complete
- **Transfer Switch @ well House** – 1 bid received waiting for the second bid
- **LSA Statewide Grant Quote & Resolution** – David Blair made a motion to approve the resolution authorizing the submission for the LSA grant for the purchase of an emergency generator. The motion was seconded by Timothy Bruce and passed by a unanimous voice vote.
- **Natgin Tank Clean & Insp.-** David Blair made a motion to approve the contract for cleaning the Natgun tank in 2024 and the cistern in 2025. The motion was seconded by Christopher O’conner and passed by a unanimous voice vote
- **SCADA System** – Reported waiting for a quote to upgrade from Long Communication
- **Power loss water system** – The Manager updated Council on the effect of the power loss to the Borough water supply.

Respectfully Submitted

Daniel J. Close  
CAO/Manager

**TROY BOROUGH**  
**Bank Account Register**  
 GENERAL FUND CHECKING  
 July 25, 2024 - August 26, 2024

Checks/ Payments	Description	Payee ID	Reference	Date
7,944.00	SELECTIVE INSURANCE	SEL	23727	07/29/24
478.70	PAGE ANALYTICAL SERVICES, LLC	FAIR	23728	07/29/24
827.53	CARDMEMBER SERVICES	CCARD	23729	07/29/24
1,200.00	BRADLEY EXCAVATING	BRADEX	23730	07/29/24
52.47	UNIFIRST CORPORATION	UNI	23731	07/29/24
100.00	PA DEPT OF ENVIRONMENTAL	PADDEP	23732	07/29/24
100.00	PROTECTION	PADDEP	23733	07/29/24
100.00	WATSON DIESEL, INC.	WDI	23734	07/29/24
919.58	VERIZON WIRELESS	VER	23735	07/29/24
169.30	UNIVAR USA INC	UNIV	23736	07/29/24
3,666.00	WATER WORKS METROLOGY	WWM	23737	07/29/24
4,389.55	JCI JONES CHEMICALS, INC.	JONE	23738	07/29/24
4,822.83	DON WHITE PAYROLL SERVICES	DWP	23739	07/29/24
7,958.36	L/B WATER SERVICE INC	LBW	23740	07/29/24
2,364.70	HOOVER HARDWARE	HOO	23741	07/29/24
501.06	PENELEC	GPU	23742	07/29/24
1,206.12	NORTHERN TIER SOLID WASTE	NTS	23743	07/29/24
118.00	UNIFIRST CORPORATION	UNI	23744	08/06/24
52.47	WATER WORKS METROLOGY	WWM	23745	08/06/24
4,389.20	SCT COMPUTERS	SCT	23746	08/06/24
419.80	QUILL CORPORATION	QUI	23747	08/06/24
278.33	DANDY MINI MARTS, INC.	DANDY	23748	08/06/24
547.36	HORTON ELECTRIC MOTOR SERVICE INC	HOR	23749	08/06/24
4,505.00	PAGE ANALYTICAL SERVICES, LLC	FAIR	23750	08/06/24
1,386.19	PENELEC	GPU	23751	08/06/24
2,007.05	PENELEC	GPU	23752	08/06/24
34.30	PENELEC	GPU	23753	08/06/24
25.20	PENELEC	GPU	23754	08/06/24
97.67	PENELEC	GPU	23755	08/06/24
49.51	PENELEC	GPU	23756	08/06/24
1,412.83	PENELEC	GPU	23757	08/06/24
243.10	PENELEC	GPU	23758	08/06/24
67.80	SNYDER BROTHERS INC.	SBI	23759	08/06/24
14,892.00	GREGORY S JONES GENERAL	GJGC	23760	08/06/24
181.95	CONTRACTING	DAI	23761	08/06/24
2.60	PENNSYLVANIA ONE CALL SYSTEM, INC.	PA1	23762	08/06/24
31.54	NAPA AUTO PARTS OF WYSOX	NAPA	23763	08/06/24
1,440.00	LARSON DESIGN GROUP, INC.	LAR	23764	08/06/24
2,241.76	S. ANDRULONIS ENTERPRISES, LLC	AND	23765	08/06/24
462.50	C & N BANK	CIT	23766	08/06/24
6,938.06	DON WHITE PAYROLL SERVICES	DWP	23767	08/06/24
628.97	USA BLUE BOOK	BLU	23768	08/08/24
8,820.84	PENNSYLVANIA MUNIC. HEALTH INS. COOP	BEN	23769	08/08/24
13,109.26	STIFFLER, MCGRAW & ASSOCIATES, INC.	STIF	23770	08/08/24

Printed by WOOD on 08/26/24 at 11:30 AM

**TROY BOROUGH**  
**Bank Account Register**  
 GENERAL FUND CHECKING  
 July 25, 2024 - August 26, 2024

Date	Reference	Payee ID	Description	Checks/ Payments
08/08/24	23771	STIF	STIFFLER, MCGRAW & ASSOCIATES, INC.	9,731.62
08/08/24	23772	DWP	DON WHITE PAYROLL SERVICES	6,866.77
08/15/24	23773	UGI	UGI UTILITIES, INC	83.52
08/15/24	23774	UGI	UGI UTILITIES, INC	30.75
08/15/24	23775	UGI	UGI UTILITIES, INC	36.43
08/15/24	23776	EMP	EMPIRE ACCESS	39.38
08/15/24	23777	EMP	EMPIRE ACCESS	79.38
08/15/24	23778	FRO	FRONTIER COMMUNICATIONS	150.58
08/15/24	23779	FAIR	PACE ANALYTICAL SERVICES, LLC	464.30
08/15/24	23780	BEST	BEST LINE EQUIPMENT	1,045.85
08/15/24	23781	BKE	BLAIR KINSMAN ELECTRIC	480.00
08/15/24	23782	UNI	UNIFIRST CORPORATION	52.47
08/15/24	23783	LBW	L/B WATER SERVICE INC	142.10
08/15/24	23784	HEA	HOME CLEAN HOME	150.00
08/15/24	23785	LAR	LARSON DESIGN GROUP, INC.	4,169.00
08/15/24	23786	DAI	THE DAILY REVIEW	353.90
08/15/24	23787	UNI	UNIFIRST CORPORATION	52.47
08/15/24	23788	DWP	DON WHITE PAYROLL SERVICES	7,623.19
08/15/24	23789	COMM	COMMONWEALTH OF PENNSYLVANIA	1,000.00
08/26/24	23790	CCARD	CARDMEMBER SERVICES	1,878.20
08/26/24	23791	ONEAM	AMERICAN UNITED LIFE INS. CO.	256.24
08/26/24	23792	UNI	UNIFIRST CORPORATION	52.47
08/26/24	23793	RAN	STEPHEN C. RANDALL (GAS/SEWER PUMPS)	114.30
08/26/24	23794	FAIR	PACE ANALYTICAL SERVICES, LLC	1,349.60
08/26/24	23795	FAIR	PACE ANALYTICAL SERVICES, LLC	682.00
08/26/24	23796	JTR	JERRY'S TIRE & REPAIR CENTER, LLC.	47.17
08/26/24	23797	NTS	NORTHERN TIER SOLID WASTE	118.00
08/26/24	23798	SEL	SELECTIVE INSURANCE	7,944.00
08/26/24	23799	HOO	HOOVER HARDWARE	456.24
08/26/24	23800	DWP	DON WHITE PAYROLL SERVICES	7,287.09
<b>Totals</b>				<b>154,536.81</b>

Transaction count = 88

NOTICE TO PROCEED

From  
Troy Borough  
49 Elmira Street  
Troy, Pa. 16947

Date: July 29, 2024

TO: Rodney VanNoy, Project Manager; Estimator

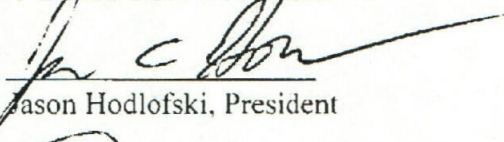
Glenn O. Hawbaker  
2801 Canfield Lane  
Montoursville, Pa. 17754

PROJECT: Troy Borough "Roadway Milling & Paving East Main Street"

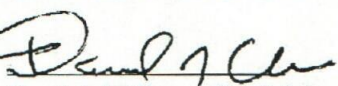
You are hereby notified to commence work in accordance with the Agreement dated June 27, 2024 on or after July 29, 2024. You are to complete the work on or before September 1, 2024. The date of completion of all work is therefore: September 1, 2024

TROY BOROUGH COUNCIL

BY:

  
Jason Hodlofski, President

Attest:

  
Daniel J. Close, CAO/Mgr.

START  
8/30 9/3

CHANGE ORDER

ACCEPTANCE OF NOTICE

Please sign below and return to Troy Borough

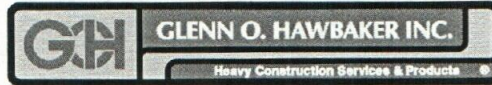
Receipt of the notice to proceed IS HEREBY ACKNOWLEDGED by:

This day of \_\_\_\_\_, 2024

by: \_\_\_\_\_

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

GLENN O. HAWBAKER, INC.  
1952 WADDLE ROAD  
STATE COLLEGE, PA 16803



OWNER:  
Troy Borough  
49 Elmira Street  
Troy PA 16947

REQUEST FOR CONTRACT CHANGE

DATE: 8/28/2024

PROJECT: Troy Borough Paving

CHANGE REQUEST NO: 001 Additional milling and paving on E Main Street

ITEM	CONTRACT ITEM	ITEM DESCRIPTION	DESCRIPTION OF CHANGE	ORIGINAL QUANTITY	UNIT MEAS	This C.O. QUANTITY	CURRENT QUANTITY	UNIT PRICE	CHANGE ORDER \$	DIRECTED BY	INITIAL
1	10	Milling of Existing Surface, 2" Depth	The quantity of this item is being increased as requested by Troy Borough on E. Main Street for additional milling (380 LF). The item includes milling at 2" depth. This quantity was not included in the original scope of work.	1,316.00	SY	1,567.00	2,883.00	\$8.75	\$13,711.25	Troy Borough	
2	20	9.5MM Asphalt Wearing Course, PG 64-22, <0.3	The quantity of this item is being increased as requested by Troy Borough for additional paving on E. Main Street (380 LF). The item includes placing 9.5MM wearing course. This quantity was not included in the original scope of work.	179.00	TON	161.00	340.00	\$168.00	\$27,048.00	Troy Borough	

SIGNATURES:

RODNEY VAN NOY 08/28/2024  
GLENN O. HAWBAKER, INC.

Troy Borough

40,759.25

Bidders List	Date Bid Received	Bid Amount
--------------	-------------------	------------

East Main St. Paving Bid 2024

Bishop Brothers Inc. 1376 Leisure Dr. Towanda, PA 18848	6/27/2024	\$53,579.40
---	-----------	-------------

M.R.Dirt Inc 21186 Rt. 187 Towanda, PA 18848	6/27/2024	\$58,572.00
--	-----------	-------------

Glenn O. Hawbaker, Inc. 2801 Canfield Lane Montoursville, PA 17754	6/27/2024	\$41,587.00
--	-----------	-------------

Borough of Troy Nonuniformed Employees Pension Plan  
2025 Minimum Municipal Obligation

---

1 Employer Contribution Percentage	8.0%
2 Administrative Expense Percentage	0.0%
3 Total Percentage (1 + 2)	8.0%
4 Estimated 2025 Covered Payroll	\$321,115
5 Financial Requirements (3 x 4)	\$25,689
6 Advance Employer Contribution	\$0
7 Minimum Municipal Obligation (5 - 6) (Due Before 12-31-2025)	\$25,689

COLA  
3.3%  
CPI @ JULY

---

Authorized Signature

---

Date

---

Conrad Siegel

Borough of Troy Police Pension Plan  
2025 Minimum Municipal Obligation

---

1 Normal Cost Percentage <sup>1</sup>	19.9%
2 Estimated 2024 Total Gross W-2 Payroll	\$ 0
3 Annual Cost (1 x 2)	\$ 0
4 Administrative Expenses	\$ 1,298
5 Amortization Contribution Requirement <sup>1</sup>	\$ 0
6 Financial Requirements (4 + 5 + 6)	\$ 1,298
7 Member Contributions Anticipated	\$ 0
8 10% of Negative Unfunded Liability <sup>1</sup>	\$ 1,239
9 Minimum Municipal Obligation (7 - 8 - 9) (Due Before 12-31-2025)	\$ 59

*No Rush to  
Maintain Fund Adm.*

---

Authorized Signature

---

Date

<sup>1</sup> Based upon 01/01/2023 Actuarial Valuation

# Retail Purchase Order

HESS FARM EQUIPMENT, INC.

Dealer

510-297-2966

8/28/24

3886 Route 414 • Canton, PA 17724-8702 • (570) 673-5143

Dealer Town and State

From: TROY BURGHT

Customer's Name

44 EMMIRA ST TROY

PA 16947

Street or Route No.

Town

County

State

Zip

Qty.	Model	Description	Serial Number	Estimated Delivery Date	CASH PRICE
1	ZTELEITE	BAD BOY MOWER w/54" DECK + KAWASAKI ENGINE	ZS547300624	10/24/24	5949
		2nd 24 HAS PWR LOADED REAR TIRES 60 INCH DECK 4 WHL DRIVE 3 POINT HITCH 1/2 YRD			
		SAFETY FRAME (ROPS) RECOMMENDED ON TRACTORS. PURCHASER MUST CHECK BOX <input type="checkbox"/> IF ROPS REJECTED.			

## BILL OF SALE FOR PROPERTY TAKEN IN TRADE

For value received I/we hereby bargain and sell, grant and deliver to DEALER named above

SERIAL NO.	AMOUNT	CASH PRICE
		\$ 5949
		VALUE OF TRADE-IN \$
		BALANCE \$ 5949
		SALES TAX \$
		TOTAL \$ 5949
		CASH DOWN PAYMENT \$
		BALANCE DUE DEALER \$

I/We hereby certify that there is no lien, claim, debt, mortgage, or encumbrance of any kind, nature or description against the property listed above now existing, of record or otherwise, and that same is free and clear and is my/our sole and absolute property.

Signed

(Purchaser's Signature)

## PURCHASER'S REQUEST TO PROVIDE FINANCING

(To be completed only if dealer is to provide financing)

The purchaser understands that the above Retail Purchase Order is on a cash price basis. The dealer will, however, attempt to provide financing for such purchase if purchaser so requests, pursuant to a separate finance contract on mutually acceptable terms, subject to normal credit qualifications. THE PURCHASER'S SIGNATURE AT THE BOTTOM OF THIS PARAGRAPH ACKNOWLEDGES THAT THE PURCHASER HAS REQUESTED THE DEALER TO PROVIDE SUCH FINANCING.

(Purchaser)

Purchaser has read all of the provisions on both the face and reverse side of this RETAIL PURCHASE ORDER. THIS ORDER SHALL NOT BECOME BINDING UNTIL ACCEPTED BY THE DEALER'S AUTHORIZED REPRESENTATIVE. IN THE CASE OF A TIME SALE, THE DEALER SHALL NOT BE OBLIGATED TO SELL UNTIL A FINANCE SOURCE AGREES TO PURCHASE A RETAIL INSTALLMENT CONTRACT BETWEEN THE PURCHASER AND THE DEALER BASED ON THIS ORDER. Purchaser certifies he is of majority age and has received a copy of this Order.

Purchaser's Signature

Date

ACCEPTED BY:

Dealer or his Authorized Representative

White - Dealer • Yellow - Sales Rep • Pink - Customer

## BRIDGE GRANTS

1/10/2024	\$ 7,655.20	3006004495	PART 1	INV # 13	1/11/2024	23366
1/10/2024	\$ 11,827.74	3006004495	PART 4	INV # 13	1/11/2024	23367
2/7/2024	\$ 9,934.22	3006041128	PART 1	INV # 13	2/7/2024	23422
2/7/2024	\$ 5,786.20	3006041128	PART 4	INV # 13	2/7/2024	23423
3/13/2024	\$ 22,118.32	3006093432	PART 1	INV # 14	3/13/2024	23487
3/13/2024	\$ 19,365.25	3006093432	PART 4	INV # 14	3/13/2024	23486
4/10/2024	\$ 7,428.37	3006130684	PART 1	INV # 15	4/10/2024	23524
4/10/2024	\$ 15,561.57	3006130684	PART 4	INV # 15	4/10/2024	23525
5/1/2024	\$ 13,799.01	3006161997	PART 1	INV #17	5/2/2024	23566
5/1/2024	\$ 9,542.55	3006161997	PART 4	INV #17	5/2/2024	23565
6/17/2024	\$ 10,739.94	3006266135	PART 1	INV #18	6/24/2024	23668
6/17/2024	\$ 6,649.03	3006266135	PART 4	INV #18	6/24/2024	23669
7/16/2024	\$ 6,556.89	3006299236	PART 1	INV #19	7/18/2024	23722
7/16/2024	\$ 6,884.29	3006299236	PART 4	INV #19	7/18/2024	23723
8/7/2024	\$ 13,109.26	3006327457	PART 1	INV # 19	8/8/2024	23770
8/7/2024	\$ 9,731.62	3006327457	PART 4	INV # 20	8/8/2024	23771
<b>TOTAL</b>	<b>\$ 176,689.46</b>					

TOTAL 2023      **\$ 126,259.78**

TOTAL TD      \$ 302,949.24

**Sent:** Wednesday, August 28, 2024 3:26 PM  
**To:** Dan Close  
**Subject:** Bid Results  
**Attachments:** 1-Pricing Section (BT-17HZ) Greenland.xlsx; 1-Pricing Section (BT-17HZ) - PSI Pumping.xlsx; 1-Troy WWTP Copy of Pricing Section (BT-17HZ) - DGR.xlsx

Dan,

I have attached the bid tables. The base bid results are as follows:

- DGR: \$197,235
- PSI: \$350,835
- Greenland: \$477,000

Thanks,  
Steve

**STEVEN ROWE, PE**  
Associate Project Manager



**Larson Design Group**  
8836 State Route 434  
Apalachin, NY 13732  
607.444.9003  
570.396.0278  
[www.larsondesigngroup.com](http://www.larsondesigngroup.com)  
[srowe@larsondesigngroup.com](mailto:srowe@larsondesigngroup.com)



## Prepared For

Troy Borough Water Co.  
49 Elmira Street, 110 Elmira Street  
Troy, PA 16947

### BKE Services

379 Porter Rd  
Troy, Pennsylvania 16947  
Phone: (570) 529-1784  
Email: bkins45@gmail.com

Estimate # 87  
Date 07/30/2024  
PO # Readington Ave Transfer Sw.  
Install  
Business / Tax # PA192898

Description	Rate	Quantity	Total
-------------	------	----------	-------

Scope of Work	\$6,675.00	1	\$6,675.00
---------------	------------	---	------------

Install the means to accomplish an efficient alternative to utility power in the event of utility failure.

- Current service entrance (SE) will need to be inspected with this installation and therefore will need to be updated to current code standards.
- Current SE needs to have a main fused disconnect sized at 125% of the actual load. This therefore needs a min of a 150A SE. This exceeds the meter base rated amperage and the SE above the meter base that is existing and shared with Shannon's Tire. Therefore this estimate is to install a new separate SE from the top of the weather head down the wall into a new meter base and then into a main fused disconnect with a transfer switch.

Estimate includes:

- 200A 3 phase manual transfer switch connected after the meter but before the panel.
- 200A 3 phase main breaker as per code requirements installed before the transfer switch.
- Will install a Generac Transfer switch as it houses both the main breaker and a transfer switch that can be used manually.---

This estimate does not include anything additional to the scope of work if not in the scope of the work description.

Excluded:

- Any change that Penelec engineering may require due to the age of current service entrance, resulting in additional work needing to be done.
- If this estimate is accepted, then Penelec engineering will be contacted for their approval.
- If they do not approve; then this estimate shall be amended with the changes before work will proceed.

Flexible Genset leads 1/0 Cu	\$900.00	1	\$900.00
------------------------------	----------	---	----------

40 foot long genset leads from transfer switch to a portable generator (genset). Phase tape will be applied to the terminal ends for labeling phase rotation and high leg. Leads will be left as is without ends for now. Different genset sizes have different sized quick connectors making it impossible to standardize. If a genset is purchased by the boro or they specify a specific genset then the cord set can be set up for that specific genset.

Estimate, Utility Electrical Inspection	\$150.00	1	\$150.00
---	----------	---	----------

Utility required electrical inspection, performed by a 3rd party licensed electrical inspector.

Conditions, Service Upgrade	\$0.00	1	\$0.00
-----------------------------	--------	---	--------

All Material shall be installed in a neat workmanship manner. Also all trash created by work will be removed and the property will be left as good or better than it was found within reason.

Estimate includes any/all coordination with the inspector, utility and owner.

Conditions, General	\$0.00	1	\$0.00
---------------------	--------	---	--------

1. 50% Total Due before work will be started.
2. Total Due upon completion of job, unless otherwise discussed.
3. Estimate good for 45 days, after 45 days price will need to be reviewed as material prices fluctuate.

Payment Method	\$0.00	1	\$0.00
----------------	--------	---	--------

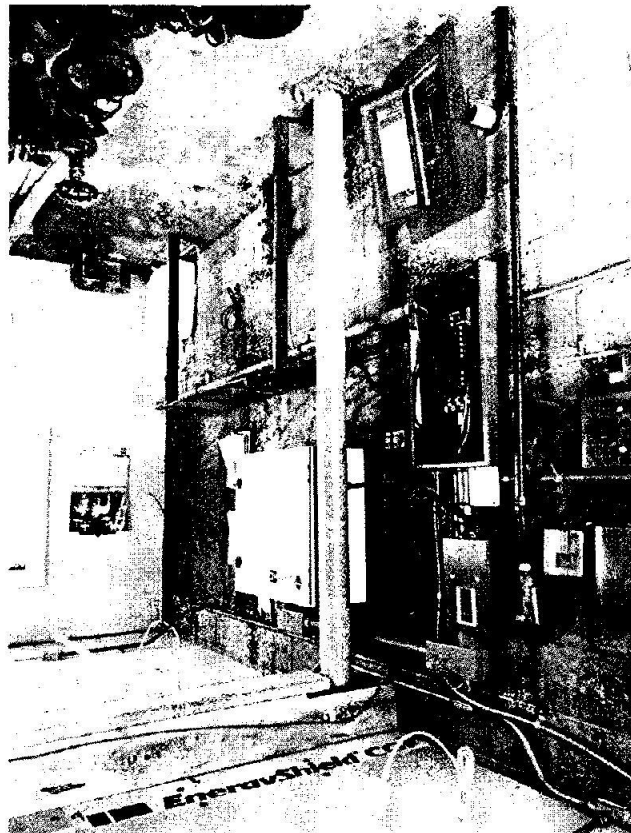
Cash or Check Preferred; if check, please make out to BKE Services (Blair Kinsman Electric).  
Credit/Debit Card Payment available for a 3.49% added convenience fee.  
Total Due upon completion of job, unless otherwise discussed.

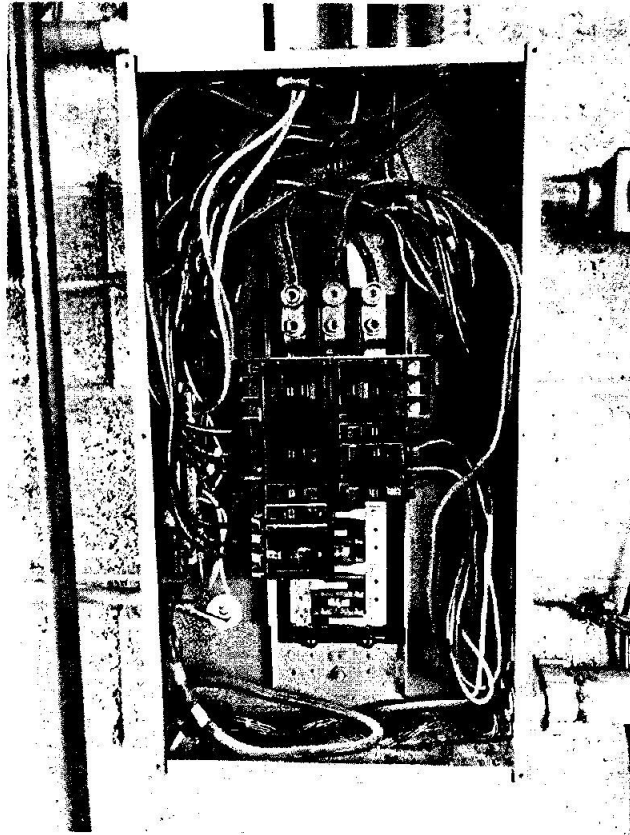
<b>Subtotal</b>	<b>\$7,725.00</b>
-----------------	-------------------

<b>Total</b>	<b>\$7,725.00</b>
--------------	-------------------

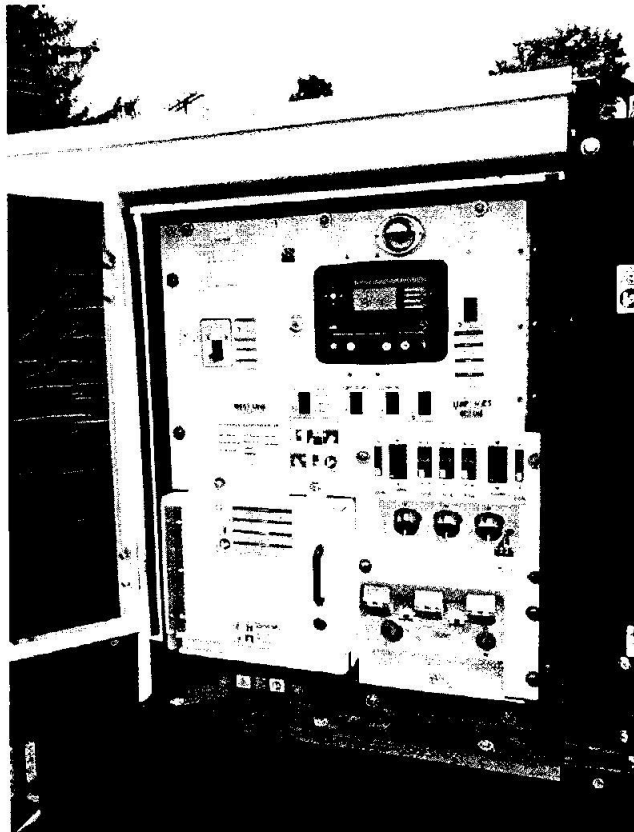
Left meter serves water pump room



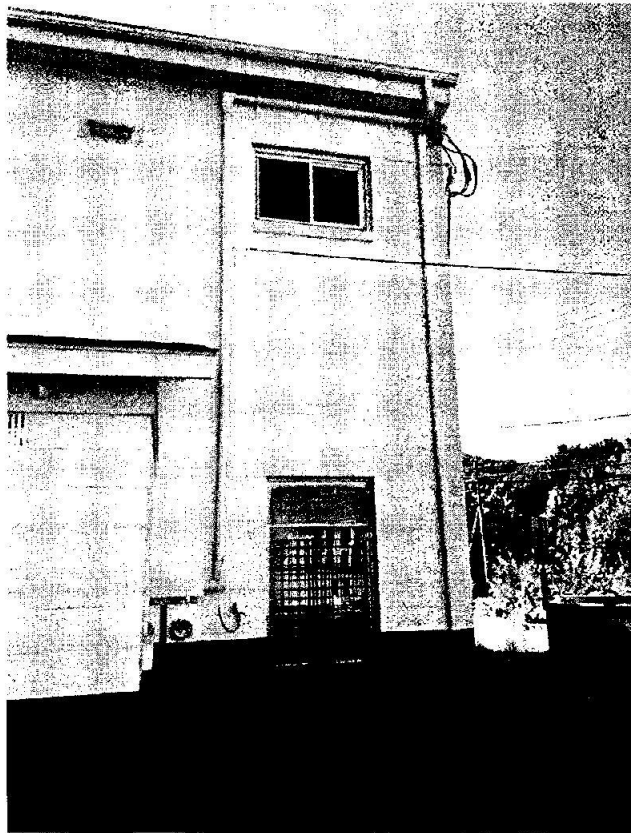




Panel needs main disconnect per code



Generac genset 100kw control panel



Weather head SE cap, (top left)

By signing this document, the customer agrees to the services and conditions outlined in this document.



## Authorized Official Resolution

### Borough of Troy Resolution # 08/29/2024

Be it RESOLVED, that Borough of Troy of Bradford County hereby request a Statewide Local Share Assessment grant of \$76,566.90 from the Commonwealth Financing Authority to be used for the purchase of a 50Kw 3 Phase emergency generator mobile unit.

Be it FURTHER RESOLVED, that the Applicant does hereby designate Tina Randall, Assistant Manager, and Daniel Close, Manager, as the official(s) to execute all documents and agreements between Borough of Troy and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, Daniel J Close, duly qualified Secretary of Borough of Troy, Bradford County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Borough of Troy Council at a regular meeting held August 29, 2024 and said Resolution has been recorded in the Minutes of Borough of Troy and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the Borough of Troy, this 29<sup>th</sup> day of August, 2024.

Borough of Troy  
Name of Applicant

Bradford  
County

  
Secretary

# MIDCO

## DIVING & MARINE SERVICES

August 12, 2024

Troy Borough Water & Sewer Authority  
Attn: Dan Close  
49 Elmira Street  
Troy, PA 16947

### RE: 2024 Tank Maintenance Project

Thank you for considering Midco Diving & Marine Services, Inc. – a proud member and supporter of the National Rural Water Association (NRWA). We are pleased to provide the following proposal to perform the scope of work outlined below.

All diving operations are fully insured for **"Commercial Diving Operations"** including: General Liability, Workman's Compensation, Hull Machinery, Protection and Indemnity, Pollution Liability, Maritime Employer's Liability, Contractor's Pollution, Automotive Liability, U.S.L.H., and Umbrella/Excess Liability/Bumbershoot. **Verifiable Certificates of Insurance with Current Limits** are available upon request.

Midco Diving & Marine Services, Inc. is in full compliance with OSHA 29 CFR 1910, Subpart T – Commercial Diving Operations regulations. OSHA specifies that the minimum acceptable dive crew size is three qualified divers. Not all firms comply with this mandate and continue to use two-person dive crews or unqualified personnel; please be aware of the safety concerns when evaluating our proposal.

Current diver and equipment certifications will be available on-site for review:

**Diver training – from an accredited commercial dive school (each dive team member)**

**Current First Aid/CPR training (each dive team member)**

**Annual medical examination determining diver is fit to perform assigned tasks (each dive team member)**

**Air purity test for breathing air source(s) – tested every 6 months**

**Breathing gas supply hoses – tested at least annually to 1.5 times their working pressure**

**Depth gauges – calibrated every 6 months**

### TANK DESCRIPTION(S)

Tank	Capacity	Dimensions	Type
Natgun Tank	500K Gallon	24' Height x 60' Diameter	Concrete on Grade

### Inspection

The diver inspection with a live video recording will be transferred to a flash drive documenting our findings in each tank(s). Inspection procedures include, but are not limited to:

- Inlet / Outlet
- Overflow
- Roof and Roof Hatch
- Walls and Floors
- Baffles / Support Walls
- Interior Ladders
- Roof Vents
- Exterior Ladder & Rails
- Sumps
- Internal Plumbing
- Joints & Seams
- Telemetry
- Interior Coatings
- Exterior Coatings
- Sediment Depths
- Thermal Stratification
- Bio-film Buildup
- Passive / Active Mixers

### Cleaning

Midco will remove up to three inches (**3"**) of accumulated material from the storage tank floor using underwater vacuum procedures as needed. Material(s) that cannot be removed by normal vacuum procedures or material(s) in excess of three inches (**3"**) will be removed for an **additional charge** with an estimated price given on site. Material(s) such as sand, gravel, and concrete are considered debris and will be removed by hand at an **additional charge**. All discharged materials, including water, are the responsibility of the Client, Owner, or Owners Representative unless prior arrangements are made.

**Potable Water Operations** – All Midco divers and associated in-tank equipment are fully disinfected in accordance with ANSI/AWWA Standard C652-19. All system entries will be conducted in accordance with applicable OSHA regulations pertaining to Diving & Confined Space; including 1910.401 – 1910.441. Specialty equipment may include but is not limited to; appropriate OSHA climbing and personal fall protection, AWWA, and ADCI-approved commercial diving equipment as it relates to in-service potable water operations.



800.479.1558 (P)  
800.238.0217 (F)  
605.791.3030 (O)  
www.midcodiving.com  
info@midcodiving.com  
PO Box 513, Rapid City, SD. 57709



Revision Date: 05-07-2024

# MIDCO

DIVING & MARINE SERVICES

Cleaning & Inspection Pricing (Including Inspection Video) .....\$4,136.00

## Additional Services

- ☒ Confidential Report Utilizing EPA Guidelines .....\$325.00 Each  
☐ Confidential Full Written Report Utilizing EPA or State Guidelines .....\$450.00 Each  
☐ No Report(s) Requested

**Pricing above does not include Local, State or Franchise Taxes – if any.**

**Additional Fees may be applied upon receipt of any Contract post-proposal acceptance as required.**

This proposal, when executed by both parties, shall constitute a binding agreement between the parties. The persons signing on behalf of the Client, Owner, or Owners Representative and Midco hereby represents and certifies that they are fully empowered to bind the respective parties to this contract. Any contract that is not fulfilled will be subject to a cancellation fee. **Terms are net 10 days from completed on-site work;** interest accrues at 1.5% monthly on any unpaid balance. Any fees required to obtain a city business license or any additional permits will be added to the final invoice at the current city rate plus appropriate markup. Please note the above pricing **does not include;** contract review, comprehensive dive plans, additional insurance requirements, third-party vendor verification site requirements, and/or any repair work unless stated with the above pricing. This proposal is valid for thirty (30) days from receipt.

## To expedite your project please be aware of the following:

- The tank(s) must be full to overflow and in-service prior to the crews' arrival. In order to ensure diver safety, the headspace or air gap cannot exceed 10' from the access hatch regardless of overflow elevation.
- Access into the reservoirs must be sufficient for safe diver entry and exit. A minimum hatch size of 24" in diameter, no hatch obstructions, and unobstructed road access to the tank is required.
- Working with our scheduling department to complete the project in a timely and proficient manner, which may require weekend and/or holiday access.
- It will be the responsibility of the Client, Owner, or Owner Representative to notify antenna operator and/or owners prior to crews' arrival for proper lockout of all antennas, RF devices (Radio Frequency Antennas) and EME sources (Electromagnetic Energy) that may interfere with Midco team safety and access to the water reservoirs.

This quote has been prepared exclusively for your firm using the information you provide. Incorrect or inaccurate information used for estimate purposes that delays progress may influence your final price. The utility is responsible for all-weather access for Midco crew(s) and equipment. Any damages related to tank and/or site location(s) because of poor site conditions, (ex. snow, rain, mud, etc.) and obstructed road access may result in additional fees and/or a nominal trip charge to be applied to the final invoice. Interruptions in the work progression, not in control of Midco Diving & Marine Services, Inc., such as weather or other delays may also affect your final pricing. If Midco Diving & Marine Services, Inc. is unable to complete the work as described above due to lack of weekend and/or holiday access, tank access, water levels, safety issues, etc. a nominal trip charge and/or standby fee will be added. The contents of this quotation are considered confidential and are not to be divulged to third parties. Please note, it is the Client, Owner, and Owner Representative's responsibility to test and maintain for water quality.

All Midco Diving quotes are subject to the availability of personnel and equipment. Upon approval, please sign and return by fax, email, or mail to Midco Diving & Marine Services, Inc.

Troy Borough Water & Sewer Authority  
49 Elmira Street  
Troy, PA 16947

Midco Diving & Marine Services, Inc.

PO Box 513  
Rapid City, SD. 57709

P: (800) 479-1558  
F: (800) 238-0217

*I have read, understand, and agree to the terms of this proposal:*

By: Daniel Close

By: Jessica Brown

Title: Manager / CAO

Title: Regional Account Manager

Date: 8/22/24

Date: August 12, 2024



800.479.1558 (P)  
800.238.0217 (F)  
605.791.3030 (O)  
www.midcodiving.com  
info@midcodiving.com

PO Box 513, Rapid City, SD. 57709



Revision Date: 05-07-2024

# MIDCO

DIVING & MARINE SERVICES

August 12, 2024

Troy Borough Water & Sewer Authority  
Attn: Dan Close  
49 Elmira Street  
Troy, PA 16947

## RE: 2025 Tank Maintenance Project

Thank you for considering Midco Diving & Marine Services, Inc. – a proud member and supporter of the National Rural Water Association (NRWA). We are pleased to provide the following proposal to perform the scope of work outlined below.

All diving operations are fully insured for **"Commercial Diving Operations"** including: General Liability, Workman's Compensation, Hull Machinery, Protection and Indemnity, Pollution Liability, Maritime Employer's Liability, Contractor's Pollution, Automotive Liability, U.S.L.H., and Umbrella/Excess Liability/Bumbershoot. **Verifiable Certificates of Insurance with Current Limits** are available upon request.

Midco Diving & Marine Services, Inc. is in full compliance with OSHA 29 CFR 1910, Subpart T – Commercial Diving Operations regulations. OSHA specifies that the minimum acceptable dive crew size is three qualified divers. Not all firms comply with this mandate and continue to use two-person dive crews or unqualified personnel; please be aware of the safety concerns when evaluating our proposal.

Current diver and equipment certifications will be available on-site for review:

**Diver training – from an accredited commercial dive school (each dive team member)**

**Current First Aid/CPR training (each dive team member)**

**Annual medical examination determining diver is fit to perform assigned tasks (each dive team member)**

**Air purity test for breathing air source(s) – tested every 6 months**

**Breathing gas supply hoses – tested at least annually to 1.5 times their working pressure**

**Depth gauges – calibrated every 6 months**

## TANK DESCRIPTION(S)

Tank	Capacity	Dimensions	Type
In-Ground Tank	190K Gallon	80' Length x 40' Width x 8' Depth	Concrete in Ground

## Inspection

The diver inspection with a live video recording will be transferred to a flash drive documenting our findings in each tank(s). Inspection procedures include, but are not limited to:

- Inlet / Outlet
- Overflow
- Roof and Roof Hatch
- Walls and Floors
- Baffles / Support Walls
- Interior Ladders
- Roof Vents
- Exterior Ladder & Rails
- Sumps
- Internal Plumbing
- Joints & Seams
- Telemetry
- Interior Coatings
- Exterior Coatings
- Sediment Depths
- Thermal Stratification
- Bio-film Buildup
- Passive / Active Mixers

## Cleaning

Midco will remove up to three inches (**3"**) of accumulated material from the storage tank floor using underwater vacuum procedures as needed. Material(s) that cannot be removed by normal vacuum procedures or material(s) in excess of three inches (**3"**) will be removed for an **additional charge** with an estimated price given on site. Material(s) such as sand, gravel, and concrete are considered debris and will be removed by hand at an **additional charge**. All discharged materials, including water, are the responsibility of the Client, Owner, or Owners Representative unless prior arrangements are made.

**Potable Water Operations** – All Midco divers and associated in-tank equipment are fully disinfected in accordance with ANSI/AWWA Standard C652-19. All system entries will be conducted in accordance with applicable OSHA regulations pertaining to Diving & Confined Space; including 1910.401 – 1910.441. Specialty equipment may include but is not limited to; appropriate OSHA climbing and personal fall protection, AWWA, and ADCI-approved commercial diving equipment as it relates to in-service potable water operations.



800.479.1558 (P)  
800.239.0217 (F)  
605.791.3030 (O)  
www.midcodiving.com  
info@midcodiving.com  
PO Box 513, Rapid City, SD. 57709



Revision Date: 05-07-2024

# MIDCO

## DIVING & MARINE SERVICES

**Cleaning & Inspection Pricing (Including Inspection Video) .....\$4,136.00**

### Additional Services

- ☒ **Confidential Report Utilizing EPA Guidelines .....\$325.00 Each**  
☐ **Confidential Full Written Report Utilizing EPA or State Guidelines .....\$450.00 Each**  
☐ **No Report(s) Requested**

**Pricing above does not include Local, State or Franchise Taxes – if any.**  
**Additional Fees may be applied upon receipt of any Contract post-proposal acceptance as required.**

This proposal, when executed by both parties, shall constitute a binding agreement between the parties. The persons signing on behalf of the Client, Owner, or Owners Representative and Midco hereby represents and certifies that they are fully empowered to bind the respective parties to this contract. Any contract that is not fulfilled will be subject to a cancellation fee. **Terms are net 10 days from completed on-site work;** interest accrues at 1.5% monthly on any unpaid balance. Any fees required to obtain a city business license or any additional permits will be added to the final invoice at the current city rate plus appropriate markup. Please note the above pricing **does not include;** contract review, comprehensive dive plans, additional insurance requirements, third-party vendor verification site requirements, and/or any repair work unless stated with the above pricing. This proposal is valid for thirty (30) days from receipt.

### To expedite your project please be aware of the following:

- The tank(s) must be full to overflow and in-service prior to the crews' arrival. In order to ensure diver safety, the headspace or air gap cannot exceed 10' from the access hatch regardless of overflow elevation.
- Access into the reservoirs must be sufficient for safe diver entry and exit. A minimum hatch size of 24" in diameter, no hatch obstructions, and unobstructed road access to the tank is required.
- Working with our scheduling department to complete the project in a timely and proficient manner, which may require weekend and/or holiday access.
- It will be the responsibility of the Client, Owner, or Owner Representative to notify antenna operator and/or owners prior to crews' arrival for proper lockout of all antennas, RF devices (Radio Frequency Antennas) and EME sources (Electromagnetic Energy) that may interfere with Midco team safety and access to the water reservoirs.

This quote has been prepared exclusively for your firm using the information you provide. Incorrect or inaccurate information used for estimate purposes that delays progress may influence your final price. The utility is responsible for all-weather access for Midco crew(s) and equipment. Any damages related to tank and/or site location(s) because of poor site conditions, (ex. snow, rain, mud, etc.) and obstructed road access may result in additional fees and/or a nominal trip charge to be applied to the final invoice. Interruptions in the work progression, not in control of Midco Diving & Marine Services, Inc., such as weather or other delays may also affect your final pricing. If Midco Diving & Marine Services, Inc. is unable to complete the work as described above due to lack of weekend and/or holiday access, tank access, water levels, safety issues, etc. a nominal trip charge and/or standby fee will be added. The contents of this quotation are considered confidential and are not to be divulged to third parties. Please note, it is the Client, Owner, and Owner Representative's responsibility to test and maintain for water quality.

All Midco Diving quotes are subject to the availability of personnel and equipment. Upon approval, please sign and return by fax, email, or mail to Midco Diving & Marine Services, Inc.

Troy Borough Water & Sewer Authority  
 49 Elmira Street  
 Troy, PA 16947

Midco Diving & Marine Services, Inc.  
 PO Box 513  
 Rapid City, SD. 57709  
 P: (800) 479-1558  
 F: (800) 238-0217

*I have read, understand, and agree to the terms of this proposal:*

By: Daniel Close

By: Jessica Brown

Title: Manager / CAO

Title: Regional Account Manager

Date: 8/22/24

Date: August 12, 2024



800.479.1558 (P)  
 800.238.0217 (F)  
 605.791.3030 (O)  
 www.midcodiving.com  
 info@midcodiving.com

PO Box 513, Rapid City, SD. 57709



Revision Date: 05-07-2024