

TROY BOROUGH COUNCIL
REGULAR MEETING
NOVEMBER 21, 2024

AGENDA

TROY SALE BARN
55 BALLARD STREET
3:30 PM

- MINUTES OCTOBER 31, 2024
- BILLS PAID
 - GENERAL LEDGER \$ 51,146.22
- GRASS CLIPPING / STREET ORDINANCE
- MASSEY FERGUSON SALE RESOLUTION
- MEETING DECORUM RESOLUTION
- DRAFT BUDGET
 - GENERAL GOVERNMENT
 - WATER DEPARTMENT
 - SEWER DEPARTMENT
- METER PURCHASE 2025
- BRIDGE LOAD POSTING
- MEETING SCHEDULE
- BANDSTAND UPDATE
- POLICE STAFFING

**TROY BOROUGH COUNCIL
REGULAR MEETING
NOVEMBER 21, 2024**

**TROY SALE BARN
55 BALLARD STREET
3:30 PM**

Council Attendance: Jason Hodlofski, Steve Lambert, Timothy Bruce, John Davis, David Blair
Borough Officials: Dan Close, Mgr./CAO; Tina Randall, Admin Asst /Asst Mng.

- MINUTES OCTOBER 31, 2024 – Councilman Bruce made a motion to accept the minutes as presented. Councilman Blair seconded the motion. The motion passed by unanimous voice vote.
- BILLS PAID
 - GENERAL LEDGER \$ 51,146.22 – Motion by Councilman Lambert to approve the paid bills listed in the general ledger (attached). Motion was seconded by Councilman Davis and passed by a unanimous voice vote.
- GRASS CLIPPING / STREET ORDINANCE -Councilman Bruce made a motion to approve the Ordinance prohibiting blowing mowed grass into borough streets (attached). The motion was seconded by Councilman Blair and passed by unanimous voice vote.
- MASSEY FERGUSON SALE RESOLUTION – Councilman Lambert made a motion to approve the Resolution (attached) authorizing the sale of the boroughs 2012 Massey Ferguson Tractor. The sale to be by auction to the highest bidder. No bid less than \$4,000 will be accepted. The motion was seconded by Councilman Blair and passed by unanimous voice vote.
- MEETING DECORUM RESOLUTION
- DRAFT BUDGET
 - GENERAL GOVERNMENT - GENERAL GOVERNMENT – Revenue projections are \$647,048 with expenses of \$479,929. Year end 2023 expenses were \$498,343 This generates a surplus of \$167,119. I recommend moving the surplus to the capital reserve expense line item resulting in a balanced budget projection for 2025 with no tax increase.
 - WATER DEPARTMENT - The revenue projection for 2025 is \$269,413 with expense projection of \$246,380. This projects a surplus of \$23,033. The draft moves the surplus to the capital reserve expense line item for a balanced budget projection. Based on the year-to-date expense at September 2024 I feel the expense projection for 2025 to be significantly under projected. At year-to-date 2024 we have a \$70,000 deficit. This is primarily due to new meter purchases and structural renovations at the water treatment plant. The auto read meters are aging out at about the same time as they were all installed within a 2–3-year period around 2011 – 2013. A \$1.00 / 1000-gallon increase would potentially generate \$25,500. The meter changes in 2025 could cost \$50,000 plus. Council should consider a combination of an increase in water rates and use of existing capital reserve funds. That cost can be split between both water and sewer. At this point I would recommend approving the draft budget and convening the Finance committee to determine the financial path forward in terms of 2025 meter replacements.
 - SEWER DEPARTMENT - Budgeted revenue for 2025 is \$459,278 with an expense projection of \$422,457. This generates a surplus of \$36,820. Moving the surplus to cap

reserve expense line item balances the budget. Tomorrow we will hold the pre-construction meeting for the grit removal project at the treatment plant. The bid for the project is \$219,960 and is to start within a few weeks. The project should complete by 5/28 of 2025. The Municipal Authority has offered to assist with a loan for the project, Council and the Authority still need to work out loan details. We did move the surcharge from water to sewer and that monthly revenue can be used to service the debt. I recommend accepting the draft as is and working out the project finance details through the Finance committee.

Councilman Lambert made a motion to advertise the budgets as presented with Finance Committee review of any last minutes changes. The motion was seconded by Councilman Bruce and passed by a majority voice vote.

- METER PURCHASE 2025 – Discussed in budget review.
- BRIDGE LOAD POSTING - Load postings on the Redington Ave bridge have been completed and the corrective action forms sent to Larson Design and DOT
- MEETING SCHEDULE - Reminder the December meeting will be on the 26th
- BANDSTAND UPDATE - The Committee met today and agreed to advertise for bids in terms of the services that were quoted by Floor & Associates.
- POLICE STAFFING – Administrative Assistant reported that she reached out to the Mansfield Academy and they informed her that they had four upcoming graduates who had not yet received job offers. She sent along information for them to apply at Troy and there has been no response to date.

Respectfully Submitted

Daniel J. Close
Mngr./CAO

TROY BOROUGH
Bank Account Register

GENERAL FUND CHECKING
October 31, 2024 - November 14, 2024

Date	Reference	Payee ID	Description	Checks/ Payments
10/31/24	23920	VER	VERIZON WIRELESS	169.45
10/31/24	23921	GPU	PENELEC	1,223.78
10/31/24	23922	JTR	JERRY'S TIRE & REPAIR CENTER, LLC.	94.31
10/31/24	23923	UNI	UNIFIRST CORPORATION	54.52
10/31/24	23924	BCPG	BRADFORD COUNTY PLANNING & GRANTS	25.00
10/31/24	23925	QUI	QUILL CORPORATION	294.04
10/31/24	23926	HOO	HOOVER HARDWARE	308.71
10/31/24	23927	WAR	WARNER TRACTOR & EQUIPMENT, INC.	82.77
10/31/24	23928	DWP	DON WHITE PAYROLL SERVICES	7,097.91
11/06/24	23929	LBW	L/B WATER SERVICE INC	1,106.35
11/06/24	23930	SBI	SNYDER BROTHERS INC.	18.30
11/06/24	23931	FAIR	PACE ANALYTICAL SERVICES, LLC	682.00
11/06/24	23932	FAIR	PACE ANALYTICAL SERVICES, LLC	921.00
11/06/24	23933	HEA	HOME CLEAN HOME	150.00
11/06/24	23934	GPU	PENELEC	128.49
11/06/24	23935	GPU	PENELEC	40.51
11/06/24	23936	GPU	PENELEC	27.96
11/06/24	23937	GPU	PENELEC	59.03
11/06/24	23938	DANDY	DANDY MINI MARTS, INC.	335.51
11/06/24	23939	BSC	BRADCO SUPPLY CO.	591.63
11/06/24	23940	UNI	UNIFIRST CORPORATION	149.39
11/06/24	23941	UGI	UGI UTILITIES, INC	71.25
11/06/24	23942	UGI	UGI UTILITIES, INC	55.00
11/06/24	23943	UGI	UGI UTILITIES, INC	90.69
11/06/24	23944	NAPA	NAPA AUTO PARTS OF WYSOX	301.47
11/06/24	23945	GPU	PENELEC	1,779.17
11/06/24	23946	GPU	PENELEC	1,874.19
11/06/24	23947	AND	S. ANDRULONIS ENTERPRISES, LLC	448.62
11/06/24	23948	SCT	SCT COMPUTERS	419.80
11/06/24	23949	UNIV	UNIVAR USA INC	1,854.20
11/06/24	23950	SOE	SWIFT OFFICE EQUIPMENT, INC.	50.00
11/06/24	23951	PAUC	PA UNEMPLOYMENT COMPENSATION FUND	708.84
11/06/24	23952	DWP	DON WHITE PAYROLL SERVICES	6,905.48
11/13/24	23953	GPU	PENELEC	2,408.74
11/13/24	23954	LBW	L/B WATER SERVICE INC	16.00
11/13/24	23955	FRO	FRONTIER COMMUNICATIONS	166.48
11/13/24	23956	GPU	PENELEC	151.39
11/13/24	23957	EMP	EMPIRE ACCESS	39.38
11/13/24	23958	EMP	EMPIRE ACCESS	79.38
11/13/24	23959	DYNA	GENSERVE, INC.	2,122.22
11/13/24	23960	UNI	UNIFIRST CORPORATION	75.59
11/13/24	23961	BEN	PENNSYLVANIA MUNIC. HEALTH INS. COOP	8,820.84
11/13/24	23962	AZONE	AUTOZONE, INC	316.82
11/13/24	23963	LAR	LARSON DESIGN GROUP, INC.	1,440.00
11/13/24	23964	DWP	DON WHITE PAYROLL SERVICES	6,925.71
11/13/24	23965	FAIR	PACE ANALYTICAL SERVICES, LLC	464.30
Totals				51,146.22

**TROY BOROUGH
BRADFORD COUNTY, PENNSYLVANIA
ORDINANCE NO. 2024 - _____**

WHEREAS, it has been found by the members of the Troy Borough Council that the practice of residents mowing lawns such that grass clippings are blown into borough street, has created a dangerous condition. The grass clippings wash into storm drain basins blocking them and causing localized flooding. In addition, the grass clippings create a hazardous condition for motorcycle riders and bicycle riders.

WHEREFORE, it shall be and is hereby ordained and enacted by the Borough Council of the Borough of Troy as follows:

1.) Prohibition: It shall be unlawful for anyone mowing grass within the Borough of Troy to cause the grass clippings to be deposited onto Borough streets, such conduct shall be and is hereby prohibited.

2.) Penalty: Any person violating the terms and provisions of this Ordinance shall be guilty of a summary offense, punishable as such.

ORDAINED AND ENACTED by the Board of Supervisors of the Borough of Troy, Bradford County, Pennsylvania, this _____ day of _____, 2024.

TROY BOROUGH COUNCIL:

By: _____
_____, Troy Borough Council President

ATTEST:

Dan Close, Borough Manager

RESOLUTION NO. _____
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, Troy Borough Council has not previously adopted rules concerning appropriate decorum at Borough Council meetings; and

WHEREAS, conduct of some attendees at Borough Council Meetings had tended to cause delay and interruption of orderly proceedings of Borough Council Meetings; and

WHEREAS, the Borough Council recognizes that sensible rules will serve to encourage the orderly conduct of Borough Council Meetings.

NOW THEREFORE, be it **RESOLVED**, and it is hereby **RESOLVED**, by the Borough Council of the Borough of Troy the 21st day of November 2024 as follows:

1.) The Borough Council recognizes that any resident of the Borough of Troy or person who owns, operates or is employed by a business operating within the Borough of Troy can and will be recognized by Borough Council as a person eligible to comment upon the proceedings before Borough Council at meetings of The Borough Council.

2.) No persons attending Borough Meetings shall engage in disruptive behavior, which shall be defined as any behavior which interrupts the proceedings of the Borough Council, delays the progress of the meeting or disturbs the general peace of the meeting. Such behavior includes, but is not limited to, the following:

- A.) Interrupting a duly recognized speaker
- B.) Interrupting Borough Council during its discussion of an issue
- C.) Hand Clapping
- D.) Stomping of Feet
- E.) Shouting
- F.) Jeering
- G.) Whistling
- H.) Use of Profane Language

3.) Eligible speakers may speak on any topic that they desire to bring before the Borough Council, regardless of the agenda for the meeting.

4.) All eligible public speakers shall address the Borough Council at the start of each Borough Council Meeting before any matter is brought to vote or brought before the Council for consideration.

5.) Each eligible public speaker shall be limited to three (3) minutes of comment, and may not yield any of their time to any other person.

6.) Any person attending a Borough Council Meeting who neglects or refuses to abide by these rules will be asked to leave the Borough Council Meeting, and if such person refuses to abide by such request they may be forcibly removed by proper authority.

SO RESOLVED, by the Borough Council of the Borough of Troy this 21st day of November, 2024.

TROY BOROUGH COUNCIL

Borough Council President

ATTEST:

Borough Manager

GENERAL

TOTAL BUDGETED REVENUES		\$ 647,048
BUDGETED EXPENSES		2025
TOTAL ADMINISTRATION		\$ 82,478
TOTAL TAX COLLECTOR		\$ 4,195
TOTAL POLICE DEPARTMENT		\$ 104,433
TOTAL GENERAL GOVERNMENT		\$ 20,004
TOTAL PUBLIC WORKS		\$ 96,269
TOTAL SNOW & ICE		\$ 17,064
TOTAL SIGNS & MARKINGS		\$ 25,920
TOTAL STORM SEWERS		\$ 15,019
TOTAL MACH & TOOL REPAIR		\$ 350
TOTAL HIGHWAY		\$ 33,062
TOTAL MISC		\$ 115,921
TOTAL BUDGET EXPENSES		\$ 514,714
BUDGET SURPLUS (DEFICIT)		\$ 132,334

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BUDGETED REVENUE	2025
TOTAL BUDGET REV	\$ 269,413
BUDGETED EXPENSES	2025
ADMINISTRATION	
TOTAL ADMINISTRATION	\$ 101,304
COLLECTIONS	
TOTAL COLLECTIONS	\$ 14,178
PURIFICATION	
TOTAL PURIFICATION	\$ 3,405
DISTRIBUTION	
TOTAL DISTRIBUTION	\$ 33,751
BLGD HALL & BARN	
TOTAL BLDG HALL & BARN	\$ 5,443
BLDG WATER	
TOTAL BLDG WATER	\$ 1,493
GENERAL OPERATIONS	
TOTAL GENERAL OPERATIONS	\$ 16,532
MISC	
TOTAL MISC	\$ 70,274
TOTAL BUDGET EXPENSE	\$ 246,380
BUDGET SURPLUS (DEFICIT)	\$ 23,033

DRAFT
WATER

BUDGET REVENUES	2025
TOTAL BUDGETED REVENUE	\$ 459,278.08
ADMINISTRATION	
TOTAL ADMIN	\$ 161,552.14
COLLECTIONS	
TOTAL COLLECTIONS	\$ 19,311.56
TREATMENT	
TOTAL TREATMENT	\$ 118,192.75
BLDG HALL & BARN	
TOTAL HALL & BARN	\$ 5,930.43
BLDG SEWER	
TOTAL BLDG SEWER	\$ 7,729.72
GENERAL OPERATIONS	
TOTAL GENERAL OPERATIONS	\$ 19,082.41
MISC.	
TOTAL MISC	\$ 90,658.45
TOTAL BUDGET EXP	\$ 422,457.46
BUDGET SURP/(DEFICIT)	\$ 36,820.62