

Minutes
Regular Session
Jamestown Borough Council
June 10, 2025
5 p.m.

President Mike Riley called the meeting to order at 5:00 pm.

Pledge of Allegiance: Council and visitors recited the Pledge of Allegiance

Roll Call: Roll Call was answered by Mike Riley, Tom Luckock, Lisa Nuhfer, and Martin Robert

Professional Service Representative: Lisa Holm – IAG Consulting, Mike Davidson – M. Davidson & Associates, Caleb Straight – Record Argus

Recognition of Visitors: None

Chief of Police: Chief Downing indicated that the number of calls is up from previous records. Chief Downing stated during patrol on Saturday she felt that the motorcycles and 4-wheelers had been more respectful of driving through town. A written report was submitted by Chief Downing and was provided at the meeting.

M. Davidson & Associates: Water and Wastewater Treatment – Mr. Davidson gave a brief update of the May reporting. Mr. Davidson spoke of the daily reporting and gallons of water being run through the system. A total average of 72, 806 gallons of water per day had been running through the system for the month. He spoke about the amount of water that have been infiltrated through a manhole that is not secured which causes an overabundance of water into the system. Hudson Construction will be contacted. In discussion, there was a repair needed of a chlorinating pump and there was a scramble to repair it. There was no back up pump or spare. This has been rectified with a new pump and a spare one will be ordered. The approximate cost per pump is \$535.00. A written report was submitted by Mr. Davidson and was provided at the meeting.

Maintenance Report: A written report was submitted by Robert Pettis and was provided to Council as Robert was not present.

Borough Manager: Ms. Jordan gave a brief update on water/sewer collections and what money has been received from various means, such as taxes and fines. She reported that the installation of the playground equipment has been complete. The water at 309 Springs Street has been shut off since March 2025. Because of the dynamic of this issue, she has requested assistance from the Solicitor as it is her understanding that the occupancy permit will have to be revoked. Since shutting the water off, the property has been sold at a tax sale and the shut off notice was for the now so-called tenant. The CCR report is due. She will need Connie Koza's assistance as this will need to go to all water/sewer account holders by July 1, 2025. The F150 pickup truck issues with rusting in multiple areas. Per the direction of Council President, estimates for repair and purchase of a Ford F150 pick-up had been submitted. Repair to the truck will be done at this time. Correspondence was received by Gateway Jamestown, no action taken. A written report was submitted by Ms. Jordan and provided at the meeting.

Minutes of Previous Meetings:

Lisa Nuhfer made a motion to accept the May 13, 2025, minutes. Mike Riley 2nd the motion to accept the minutes of the May 13, 2025 meeting. Motion passed with unanimous voice vote.

Treasurers Report: -

Lisa Nuhfer made a motion to adopt the Treasurers Report. Tom Luckock 2nd the motion to adopt the Treasures report. Motion passed with unanimous voice vote.

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Bills for Payment:

Mike Riley made a motion to approve the Bills for Payment. Tom Luckock 2nd the motion to approve. Motion passed with unanimous voice vote.

Engineer Report: Lisa Holm of IAG Consulting gave a brief discussion and map presentation of the multimodal for what sidewalk grants. Ms. Holm stated for all the sidewalks to be redone this would need to be done in several phases. For the first phase, Ms. Holm suggests that we name this project Pedestrian Safety and Trails Connections and add the focus in grant writing to include trails and bike ways to get the sidewalk project approved. This would include pavement marking, signage and a kiosk. As well as labeling the trail heads. IAG felt that by adding the focus of trails and bikeways, this would amp up our chances of being approved along with other agencies piggy backing the cause for repair, thus costing the Borough less. Ms. Holm will forward the proposal with the hope that Council can decide in the July meeting to match the funding. \$300,0000 grant with a match of \$100,000.00 and give approval.

New Business:

Lisa Nuhfer made a motion to appoint Danean Jordan as the Open Records Officer. Mike Riley 2nd the motion. Motion passed with unanimous voice vote.

Committee Reports:

- 1.) Fire/Safety/Health: Co-Chair Luckock and Little
- 2.) Water/Wastewater/Solid Waste/Community Developments: Co- Chairs Roberts and Riley

Martin Roberts discussed starting a tree-scape program and the need for directional signage at the park entrances to inform and direct more traffic into the Borough. Before he invests his time, he asked Council if they had an interest. Council members have no objection, and Mr. Martin will gather information to present at a later date.

- 3.) Personnel: Co-Chairs Nuhfer and Luckock
- 4.) Finance/Budget/Insurance/Recreation: Co-Chairs Martin Roberts and Nuhfer
- 5.) MNC/Streets/Storm Drains/Lights/Sidewalks/Buildings: Co-Chair Luckock and Little

Lisa Nuhner asked who takes care of maintenance and care of sidewalks as there is a problem with shrubs growing out into the walkway on a street that she finds is hard to walk by. Discussion followed. Per Borough ordinances, the property owners are responsible for all care of the sidewalk and areas around the sidewalk. Danean Jordan requested that the address or addresses be sent to her so that the property owner can be advised.

Mike Riley stated that the dirt piles by the railroad bed are being removed and thus will help with nuisance traffic in that area.

- 6.) Police and Mayor's Report: Chief Danielle Downing and Mayor Pipp – Tom Luckock and Mike Riley.

Adjournment: Lisa Nuhfer motioned to adjourn. Tom Luckock 2nd the motion. Motion passed with unanimous voice vote. Meeting adjourned at 6:25 PM.