

Minutes  
Regular Session  
Jamestown Borough Council  
May 14, 2024  
6 p.m.

**Call to Order/Roll Call:** Roll Call was answered by Mike Riley, Martin Roberts, Stuart Little, and Mayor Pipp. Tom Luckock and Lisa Nuhfer were not in attendance. Mike called the meeting to order at 6:10 pm.

**Recognition of Visitors:** Caleb Straight (Record Argus), Shawn Olson (Solicitor), and Ian Garfoli (Engineer) were in attendance.

**Pledge of Allegiance:** Council recited the Pledge of Allegiance

**Communications/Correspondence:** Mike Davidson Waste Water & Water Treatment Plant Report, & IAG Consulting Engineer's Report

**Mike Davidson & Associates, Inc.** – Mike Davidson provided Council with a copy of the April 2024 Wastewater and Water Treatment Plant report (See Attached).

**Borough Manager Update** – Kayla Jewell updated the council on what tasks she has been working on in the borough office. She informed council that people have been using the Online bill pay and things have been going smoothly with it so far. She also informed the Council she sent out a second set of letters for the non-owner and rental inspections.

**Treasurers Report:** **Martin Roberts** made a motion to adopt the Treasurers Report. **Stuart Little** 2<sup>nd</sup> the motion to adopt. Motion passed with unanimous voice vote.

**Bills for Payment:** **Martin Roberts** made a motion to approve the Bills for Payment in the amount of **\$47,896.04**. **Stuart Little** 2<sup>nd</sup> the motion to approve. Motion passed with unanimous voice vote.

**Minutes of Previous Meetings:** **Martin Roberts** made a motion to accept the **April 9, April 18, and April 25, 2024** minutes. **Stuart Little** 2<sup>nd</sup> the motion. Motion passed with unanimous voice vote.

**Martin Roberts** asked about the Traffic Light to see if anything differently has been done. **Mike Riley** informed the Council that they will stay the course and possibly look at a green light go grant to help update the light to what they are wanting to do. For the time being the light has been changed a little bit allowing the area where they have more traffic to be a bit longer so the hope is it does not back up as much.

**Mike Riley** informed the council that the dumpster has been sold and the check had been received for the dumpster.

**Mike Riley** Informed the council that the bid for the backhoe loader has been sent out to Sharon Herald, the Record Argus, the Meadville Tribune and to the Area Shopper. It has also been uploaded to the PSAB website and letters have been sent out to local Heavy Equipment Sellers.

**Mike Riley** informed the council that the Multimodal grant is once a year and we will keep filling it out. He Secretary, Kayla Jewell, informed the council that she did reach out for a phone call but never heard back from the person and can keep trying if the Council would like her to. The engineer, Ian, informed the council that the Multimodal is one of the harder ones to get on the first two tries, and reapplying is a good idea.

Minutes  
Regular Session  
Jamestown Borough Council  
May 14, 2024  
6 p.m.

**The Council** discussed a Penn Vest Loan for the Sewer Plant and anything else that might need updated at the plant. The project has already been scoped out and Ian informed the council that first would be Pre-Application with Penn Vest. Ian also informed the council that Penn Vest does loan forgiveness. **Martin Roberts** made a motion to approve section (a,b,d of attached) 50,000 and not to exceed that amount from sewer fund for IAG to go forward. **Mike Riley** 2<sup>nd</sup> the motion. Motion passed with unanimous voice vote.

**Mayor Pipp** informed the council that Chief Downing is looking for a computer for the police department. She gave the council a quote for the car set up and will give the borough a quote for the computer when she receives one. Pipp also informed the council that the maintenance needs a new computer since their computer is slowing down. Pipp also brought up the Borough changing to a .gov ending email especially the police department so it is no longer a Hotmail email. It was tabled until next meeting.

**Mike Riley** Informed the Council that people have inquired about park rentals since the Water Street Park is now complete. Mike inquired if they should charge a fee to rent the park and if so, how much should it be and should they get some back if things are not damaged and trash is not left behind. Mayor Pipp suggested \$50 deposit and \$50 to rent. If nothing is damaged and so forth then the \$50 Dollar Deposit will be returned. The Council also suggested to do a discount for the people who live in the borough or is a business in the Borough. The suggested prices for residents and businesses in the Borough is a \$50 deposit and \$25 to rent. The Deposit would also be returned if nothing is damaged and everything is all cleaned up.

**Committee Reports:**

- 1.) Fire/Safety/Health: Co-Chair Luckock and Little
- 2.) Water/Wastewater/Solid Waste/Community Developments: Co- Chairs Roberts and Riley
- 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
- 6.) Police and Mayor's Report: Chief Danielle Downing and Mayor Pipp – Tom Luckock and Mike Riley.

**Public Comment on Agenda Items Only:**

**Executive Session:** Council went into Executive Session at 7:10 p.m. and ended at 7:15 p.m.

**Adjournment:** **Martin Roberts** motioned to adjourn. Mike Riley 2<sup>nd</sup>. Meeting adjourned at **7:15 p.m.**