

Minutes  
Regular Session  
Jamestown Borough Council  
January 6, 2025  
5 p.m.

**Call to Order/Roll Call:** Roll Call was answered by Tom Luckock, Lisa Nuhfer, Stuart Little, Mike Riley (via telephone), and Mayor Justin Pipp. Martin Roberts (arrived approximately ½ hour late to the meeting)

**Recognition of Visitors:** Solicitor Jim Douglas

**Tom Luckock** announced his resignation as Vice President. **Lisa Nuhfer** made a motion to accept. Mike Riley 2<sup>nd</sup> the motion. Motion passed with unanimous voice vote.

**Tom Luckock** moved to nominate Stuart Little as Vice President and **Lisa Nuhfer** 2<sup>nd</sup> the motion. Motion passed with unanimous voice vote.

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

**Communications/Correspondence:** Prosek Inspection – Notification of Change in Building Code Official to Ian Gorske – Council signed document

**Borough Manager Update** – None provided

**Maintenance Report:** Attached

**Treasurers Report:** **Lisa Nuhfer** made a motion to adopt the Treasurers Report. **Tom Luckock** 2<sup>nd</sup> the motion to adopt. Motion passed with unanimous voice vote.

**Bills for Payment:** **Lisa Nuhfer** made a motion to approve the Bills for Payment in the amount of **\$20,977.09**. **Tom Luckock** 2<sup>nd</sup> the motion to approve. Motion passed with unanimous voice vote.

**Minutes of Previous Meetings:** **Tom Luckock** made a motion to accept the **December 10, 2024** minutes. **Lisa Nuhfer** 2<sup>nd</sup> the motion. Motion passed with unanimous voice vote.

**Old Business:** Reviewed

**New Business:**

Motion by **Lisa Nuhfer**, 2<sup>nd</sup> by **Tom Luckock** to adopt the 2025 Mercer County Joint Seal Coat Bid Program under Resolution 2025-1. Motion passed with unanimous voice vote.

Personnel Committee will set date and time for interviews of new borough secretary/treasurer/manager.

Motion by **Tom Luckock**, 2<sup>nd</sup> by **Martin Roberts** to increase Robert Pettis's hourly salary from \$17.85 to \$22.00 per hour effective the next full pay period of 2025. Motion passed with unanimous voice vote.

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Motion by **Martin Roberts**, 2<sup>nd</sup> by **Tom Luckock** to move Tom Koza from \$17.00 to \$17.50 per hour; and part-time police officers from \$20.00 to \$21.00 per hour. Motion passed with unanimous voice vote.

Motion by **Tom Luckock**, 2<sup>nd</sup> by **Martin Roberts** to move Connie Koza from \$22.05 to \$25.00 per hour. Motion passed with unanimous voice vote.

Police Chief update:

- \* New hire – no issues with starting this week
- \* Need to order a few small pieces of equipment for Officer Rubin
- \* Steve Ray was not cleared to return as High School SRO. Next appointment is January 22, 2025.

**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:** 5:31 p.m. – 6:13 p.m.

**Adjournment:** **Mike Riley** motioned to adjourn. **Tom Luckock** 2<sup>nd</sup>. Motion passed with unanimous voice vote.  
Meeting adjourned at **6:27 p.m.**

Meeting minutes taken by Lisa Nuhfer  
Meeting minutes typed by Connie Koza