

Minutes  
Regular Session  
Jamestown Borough Council  
October 14, 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 was answered by Mike Riley, Tom Luckock, Stuart Littles, and Mayor, Justin Pipp. Absent: Lisa Nuhfer and Martin Roberts

Professional Service Representative: Solicitor, Sean Olsen and Mike Davidson of M. Davidson Associates

Recognition of Visitors:

- Carol and Ronald Babcock would like to request permission to provide two memorial benches at Water Street Park in honor of their family members. The benches will be made from composite wood, similar in appearance and durability to the flower planters currently at the park. The Borough has graciously agreed to provide the pavers for the benches to sit upon, ensuring a solid and level foundation. With Borough's approval the Babcock family will begin this project in the spring of 2026. The benches will be installed with the guidance and oversight of the Borough, adhering to all specifications.
- Brenda and Dick Cadman, of 407 Washington Street, addressed the Council regarding neighborhood concerns. They reported issues with loose and barking dogs, as well as a neighboring property they described as a "dump." The Cadman's inquired about what actions the Borough could take to address these problems.
- Doniele Russell of Mercer County Regional Planning Commission discussed the benefits of our membership with the Commission. The Commission helps with grant writing, large scale printing, Ordinance review in zoning and solar to name a few. She is willing to help as this is a free service since we pay our dues.

Seal bid for 1194 (est) Case 590 Construction King

- The Borough Manager opened and announced each bid. Bid #1 was \$4,350.00 by Lowell Gillespi, the 2<sup>nd</sup> was \$2,007.00 by David Veneziano. Mike Riley made a motion to accept the highest bid in the amount of \$4350.00 made by Lowell Gillespie. Stuart Little 2<sup>nd</sup> the motion. Motion passed with unanimous voice vote.

M. Davidson & Associates: Water and Wastewater Treatment – Provided a written report Sept. 2025

Engineer Report: N/A

Maintenance Report: Provided written report

Borough Manager Report: Provided a written report

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Police Report: Chief Meier gave a brief update on the Insync compliance reporting system and that it is up and running. The county will be updating the radio system, giving a 2-year warranty on the radios with a 45% discount on any accessory. Shop with a Cop is scheduled for December 5, 2025.

Minutes of Previous Meetings:

Stuart Little made a motion to accept September 19, 2025, minutes. Tom Luckock 2<sup>nd</sup> the motion to accept the minutes of September 19, 2025 meeting. Motion passed with unanimous voice vote.

Tom Luckock made a motion to adopt the Treasurers Report. Stuart Little 2<sup>nd</sup> the motion. Motion passed with unanimous voice vote.

Tom Luckock made a motion to approve the Bills for Payment from the following accounts as presented for the month of September 2025. Stuart Little 2<sup>nd</sup> the motion to approve. Motion passed with unanimous voice vote.

General: \$52,392.77

Payroll: \$17,318.45

Highway Aid: \$1,381.27

Water: \$31,464.31

Sewer: \$7,200.90

Old Business:

Stuart Little made a motion to adopt Ordinance 403, establishing the office of Borough Manager. Tom Luckock 2<sup>nd</sup> the motion. Motion passed with unanimous voice vote.

New Business:

Tom Luckock made a motion to approve the 2026 Budget and move forward with public notice. Stuart Little 2<sup>nd</sup> the motion. Motion passed with unanimous voice vote.

Council entered an executive session at 5:43 pm to discuss and consider matters related to the potential acquisition of real estate and personal matters. The executive session ended at 6:05 pm and resumed regular session.

Stuart Little made the motion to terminate the employment of Eric Tomanek, effective immediately. Tom Luckock 2<sup>nd</sup> the motion. Motion passed unanimous voice vote.

Mike Riley made the motion that the insurance reimbursement for the Borough Manager's insurance, which is part of the compensation package, be based on 60% of the monthly premium. The motion was seconded by Tom Luckock and passed by 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
- 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.

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Mike Riley made a motion to accept McGill, Power, Bell & Associates, LLP pricing of \$11,750.00 to prepare, process and file the 2025 Borough Audit and \$4850.00 for the Jamestown Municipal Authority 2025 Audit. Tom Luckock 2<sup>nd</sup> the motion. Motion passed with unanimous voice vote.

Adjournment: Mike Riley motioned to adjourn. Tom Luckock 2<sup>nd</sup> the motion. Motion passed with unanimous voice vote. Meeting adjourned at 6:10 PM.