

Minutes
Regular Session
Jamestown Borough Council
May 13, 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, Martin Robert, Stuart Little and Mayor Justin Pipp

Recognition of Visitors: Solicitor - Shawn Olsen, Earl Corp - Record Argus, Danean Jordan – Borough Manager and Danielle Downing – Chief of Police

Minutes of Previous Meetings:

Lisa Nuhfer made a motion to adopt the April 8, 2025 minutes. Tom Luckock 2nd the motion. Motion passed with unanimous voice vote.

Treasurers Report and Bills for Payment

Lisa Nuhfer made a motion to adopt the Treasurers Report and the bills for payment in the amount of \$58,378.03. Stuart Little 2nd the motion to adopt. Motion passed with unanimous voice vote.

Borough Manager Report: Report Attached

Collections- Water & Sewer Billing
Real Estate, Per Capita Tax, Transfer Tax and Earned Income Tax
2025 Pymatuning Emergency Action Plan
Penn Power Rates 2-year contract at .08699- current rate of .0761 Penn Power Rate is .12098
Update on Borough emails/cell phone
Household Hazardous Waste Collection report has been completed and filed
Agreement to Provide Legal Services- Douglas, Joseph & Olsen
Webinar - Rental Property Inspection Program 3-part presented by PSAB
Non-Compliance Owner Occupied Property List

M. Davidson & Associates: Water and Wastewater Treatment - Report attached

Maintenance Report: Report attached

Engineer Report: Report attached

New Business:

Mike Riley made a motion to accept the Merce county Joint Seal Coat – Group 1 bid awarded to Youngblood and the Borough's total square yards of 7,864.

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2025 SEAL COAT BID Group 1
Deer Creek Twp - Greene Twp - Greenville Boro - Hampfield Twp - Jamestown Boro
Mill Creek Twp - New Lebanon Boro - New Vernon Twp - Otter Creek Twp
Perry Twp - Salem Twp - Sandy Creek Twp - Sugar Grove Twp

Frank Martuccio Asphalt & Paving Inc.					ITEM 1 for award of bid
Qty	Unit	Description	Unit Price	Total	
367.191	SY	Single Asphalt Seal Coat. (Non-Polymer)	\$ 1.369	\$ 502,684.48	
3,764	SY	Double Asphalt Seal Coat. (Non-Polymer)	\$ 2.680	\$ 10,087.52	
244.914	SY	Optional Single Asphalt Seal Coat (Non-Polymer)	\$ 1.369	\$ 335,287.27	
1	EA	Re-Mobilization per Municipality	\$0.00		
Group 1 Total			\$	848,059.27	

Russell Standard					ITEM 1 for award of bid
Qty	Unit	Description	Unit Price	Total	
367.191	SY	Single Asphalt Seal Coat. (Non-Polymer)	\$ 1.490	\$ 547,114.59	
3,764	SY	Double Asphalt Seal Coat. (Non-Polymer)	\$ 2.500	\$ 9,410.00	
244.914	SY	Optional Single Asphalt Seal Coat (Non-Polymer)	\$ 1.400	\$ 342,879.60	
1	EA	Re-Mobilization per Municipality	\$0.00		
Group 1 Total			\$	899,404.19	

Youngblood Paving Inc.					ITEM 1 for award of bid
Qty	Unit	Description	Unit Price	Total	
367.191	SY	Single Asphalt Seal Coat. (Non-Polymer)	\$ 1.320	\$ 484,692.12	
3,764	SY	Double Asphalt Seal Coat. (Non-Polymer)	\$ 2.750	\$ 10,351.00	
244.914	SY	Optional Single Asphalt Seal Coat (Non-Polymer)	\$ 1.420	\$ 347,777.88	
1	EA	Re-Mobilization per Municipality	\$0.00		
Group 1 Total			\$	842,821.00	

On behalf of Group 1, Gary Chisolm of New Lebanon Boro made a motion to accept the seal coat bid from Youngblood Paving, Inc. as the lowest bidder for Item 1 and seconded by Ray Turner of Sandycreek Township. Corwin Masson then went through roll call of Group 1 for individual votes

Deer Creek Twp -Yes	Mill Creek Twp -absent	Salem Twp -Yes
Greene Twp -Yes	New Lebanon Boro -Yes	Sandycreek Twp -Yes
Greenville Boro -Yes	New Vernon Twp -Yes	Sugar Grove Twp -Yes.
Hampfield Twp -No	Otter Creek -Yes	
Jamestown Boro -absent	Perry Twp -Yes	

Stuart Little 2nd the motion. Motion passed with unanimous voice vote.

Martin Roberts made a motion to adopt the job description for the position of Borough Manager. Tom Luckock 2nd the motion. Motion passed with unanimous voice vote.

Old Business:

Martin Roberts made a motion to adopt the Armstrong Cable Franchise Agreement and proceed with the advertisement of the ordinance as written. Tom Luckock 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
- 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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Chief of Police: Report Attached

Executive Session: Requested -Personnel matters

The meeting went into Executive Session at 5:46 PM.

Regular session resumed at 6:59 PM.

Adjournment: **Tom Luckock** motioned to adjourn. Martin Robets 2nd. Motion passed with unanimous voice vote. Meeting adjourned at 7:00 PM.

Meeting minutes taken Respectfully by Danean Jordan Borough Secretary/Treasurer/Manager