

Minutes  
Regular Session  
Jamestown Borough Council  
February 13, 2024  
6 p.m.

Call to Order/Roll Call: Roll Call was answered by Tom Luckock, Lisa Nuhfer, Martin Roberts, Stuart Little, and Mayor Pipp.

Recognition of Visitors: Shawn Olson (Solicitor), Mike Davidson, and Caleb Stright, Record-Argus

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 January 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 she had sent out letters to the owners of rentals, so that they could reach out to Richardson Inspections. They have from February to October 2024 to have inspections done. She also Updated the council on a few questions she had regarding the Online Bill pay for water and sewer, which was regarding whether they should allow customers just to pay online or pay in the office as well with a credit card. They all decided the online option for the time being would be fine.

**Treasurers Report:** Lisa Nuhfer made a motion to adopt the Treasurers Report. **Martin Roberts** 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 **\$44,214.86**. **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 **January 2, 2024** minutes. **Lisa Nuhfer** 2<sup>nd</sup> the motion. Motion passed with unanimous voice vote.

**Kayla Jewell** Informed the council that the 9-month CD they had Matured and it could be renewed in another 9-month CD or a 12-month CD. The 12-month CD had a rate of 4.92 and an APY Of 5.0. **Martin Roberts** made a motion to renew the Matured CD into a 12-month CD. **Lisa Nuhfer** 2<sup>nd</sup> the motion. Motion passed with unanimous voice vote.

**Tom Luckock** Informed the council that a resolution would need to be passed for the Joint Seal Coating program. **Martin Roberts** made a motion to accept the resolution for the 2024 joint seal coating program. **Lisa Nuhfer** 2<sup>nd</sup> the motion. Motion Passed with unanimous vote.

**Kayla Jewell** Informed the council that Horizon Construction needed paid for the first half of the construction of the Water Street Community Park. The bill from Horizon was \$107,220.00. Kayla Informed the council that she could not request the money yet from the DCNR since she was waiting for them to confirm the deposit form, she had sent out prior. She suggested taking the money from capital improvements and then reimbursing that account once she was able to make the request of funds on the DCNR website. **Martin Roberts** made a motion to pay Horizon \$107,220.00 from Capital Improvements under the understanding that Capital Improvements would be reimbursed. **Tom Luckock** 2<sup>nd</sup> the motion. Motion passed with unanimous voice vote.

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**Stuart Little** informed the council that the past two rain storms that happened, Algoma Street has been flooding. **Tom Luckock** suggested having the maintenance personnel go out when it is raining and see if they cant confirm what is causing the flooding.

**Mayor Pipp** informed the Borough that he was going to be doing an Easter Egg hunt for the Kids. He was requesting \$500 from the Borough for the Easter Egg Hunt for the kids. He would give Kayla Jewell a list and she would order what was on the list. The location of the event would be at the Gibson Manor.

**Martin Roberts** made a motion to give Pipp \$500 dollars for the Easter Egg Hunt. **Lisa Nuhfer** 2<sup>nd</sup> the motion. The motion passed, but not all were in favor.

**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 Ed Carter and Mayor Pipp – Tom Luckock and Mike Riley.

**Public Comment on Agenda Items Only:**

**Executive Session:**

**Adjournment:** **Lisa Nuhfer** motioned to adjourn. **Tom Luckock** 2<sup>nd</sup>. Meeting adjourned at **6:39 p.m.**