

Minutes  
Regular Session  
Jamestown Borough Council  
February 11, 2025  
5 p.m.

**Call to Order/Roll Call:** Roll Call was answered by Tom Luckock, Martin Robert, Stuart Little and Mayor Justin Pipp. Absent was Mike Riley and Lisa Nufer.

**Recognition of Visitors:** Solicitor Jim Douglas and Police Chief Daneille Downing

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

**Executive Session:** Council entered into an executor sessions at 5:02 p.m. and retuned to regular session at 5:06 p.m.

Motion by **Martin Roberts**, 2<sup>nd</sup> by **Tom Luckock** to grant all full-time employees a paid holiday/day off for the federal Juneteenth Day, June 19<sup>th</sup>. Holiday. Motion passed with unanimous voice vote.

**Communications/Correspondence:**      Prosek Inspection – No Fee increases for 2025  
   Received a copy of the 2024 Audit Report for Mercer  
   County Regional Planning Commission

**Borough Manager Update – Regular monthly duties.**

Additional tasks were completed in January:

\* 2024 Audit \* Employee Annual W-2's \* Liquid Fuels MS 965 report  
\* SAM.gov Renewal \* 2025 Survey of Financial Condition  
\* Municipal Tax Information \* Municipal Report of Elected Officials  
\* CoStars Salt Contract \*Training new Borough  
Secretary/Treasurer/Manager

**Maintenance Report:** Attached

**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 **\$43,459.84**. Report Attached. **Tom Luckock** 2<sup>nd</sup> the motion to adopt. Motion passed with unanimous voice vote.

**Minutes of Previous Meetings:**

**Tom Luckock** made a motion to accept the **January 6, 2025** minutes. **Martin Roberts** 2<sup>nd</sup> the motion. Motion passed with unanimous voice vote.

**Tom Luckock** made a motion to accept the **January 31, 2025** special minutes. **Martin Roberts** 2<sup>nd</sup> the motion. Motion passed with unanimous voice vote.

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**New Business:**

Council agreed to update bank signees - add Danean Jordan and delete Connie Koza

Discussion held regarding solar panel and the effects on the borough. No action taken. Will continue discussion at next council meeting.

Discussion was held regarding the purchase of playground equipment for Water Street Park. No action taken.

**Police Chief update:** Attached

**Committee Reports:**

- 1.) Fire/Safety/Health: Co-Chair Luckock and Little
- 2.) Water/Wastewater/Solid Waste/Community Developments: Co- Chairs Roberts and Riley

Motion by **Tom Luckock**, 2<sup>nd</sup> by Martin Roberts for a resolution for the Sanitary Sewer Collection System Lining project to reimbursement the Borough the past and current expenses paid by the Borough.

- 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: None**

**Engineer Report - IAG Consulting**

**Water & Waste Water Treatment Specials - M. Davidson & Associates, Inc.**

**Adjournment:** **Tom Luckock** motioned to adjourn. **Martin Roberts** 2<sup>nd</sup>. Motion passed with unanimous voice vote. Meeting adjourned at **6:05 p.m.**

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