

**Minutes
Meeting
Jamestown Borough Council
August 11, 2026
5 p.m.**

Council President Mike Riley called the meeting of Jamestown Borough Council to order at 5:00 pm.

Pledge of Allegiance: Council and visitors recited the Pledge of Allegiance.

Roll Call: Members answering roll call were Mike Riley, Margaret Patton, Martin Roberts, Thomas Koza, Charlie Swartz and Mayor Justin Pipp.

Professional Service Representative: Solicitor James Douglas was present.

Recognition of Visitors: Mike Riely recognized the following visitors: Mike Davidson, water and wastewater treatment specialists and Earl Corp of the Record-Argus.

M. Davidson & Associates: Water and Wastewater Treatment – Provided a written report for July 2026.

Engineer Report: N/A

Maintenance Report: Provided written report. Council President Mike Riley stated for the record that maintenance Ed Anthony and Tom Koza are doing a great job in the Borough.

Manager's Report: The manager reported that she is still learning.

Police Report: Chief Meier gave the Police Department report for July.

Ms. Meier stated that a donation from the Toner family in the amount of \$5,000 was given to the police department in memory of their daughter.

Motion by Tom Koza seconded by Margaret Patton and carried unanimously to accept a donation in the amount of \$5,000 from the Toner family to be used for police department expenses only. Mike Riley asked that a thank you card be sent to the family from the police department and Jamestown Borough.

Minutes of Previous Meetings:

Motion by Martin Roberts seconded by Charlie Swartz and carried unanimously to accept the minutes of the July 14th, 2026, Meeting.

Treasurer's Report:

General: \$ 118,716.22
Payroll: \$ 35,660.48
Highway Aid: \$ 20,949.95
Water: \$ 55,133.89
Sewer: \$ 56,033.82

Motion by Martin Roberts seconded by Margaret Patton and carried unanimously to adopt the Treasurer's Report.

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Bills for Payment:

Motion by Margaret Patton seconded by Thomas Koza and carried unanimously to approve the Bills for Payment for July 2026, in the amount of \$28,991.67.

Unfinished Business:

Margaret Patton stated that the employment agreement between Marie Maximovich and Jamestown Borough is currently with the Solicitor for review.

Discussion held regarding the implementation of a business license/permit for all established businesses in Jamestown Borough. Solicitor James Douglas will draft an Ordinance for Council review.

Mike Riley reported that repairs on the water tower started today and that so far all is going well. Mr. Riley stated that the contract with Kappe ended up costing \$20,000 less than originally voted on by Council, but that the Borough will have to spend an estimated \$10,000 for a tanker truck to regulate the water pressure in the tank.

Mike Riley stated that the manhole work is ready to start.

New Business:

Mike Riley stated that he would like for Council to consider some long-term projects within Borough. Some of these projects include obtaining ownership of and tearing down the old schoolhouse building.

A grant that would provide for the construction of a new maintenance building. Solicitor James Douglas stated that PENNVEST is starting a new program that can provide for preconstruction funding and delayed payments on a loan.

Mike Riley stated that a grant for a retention pond is also something that he would like to investigate.

Mike Riley stated that currently the Borough does have a grant for sidewalk reconstruction in the Borough, but it currently has a 30% matching requirement. He would like to find a new grant to help reduce this cost.

Mike Riley reported that Chief Meier received a resignation letter from Officer Rubin. Motion by Margaret Patton seconded by Martin Roberts and carried unanimously to accept the resignation of Officer Rubin effective August 2, 2026.

Committee Reports:

- 1.) Fire/Safety/Health: Co-Chairs Koza and Patton
- 2.) Water/Wastewater/Solid Waste/Community Developments: Co-Chairs Riley and Roberts:
Mayor Justin reported that the Pioneer days event in the park was a great event.
- 3.) Personnel: Co-Chairs Koza and Patton
- 4.) Finance/Budget/Insurance/Recreation: Co-Chairs Riley and Roberts
- 5.) Recreation and Parks: Co-Chairs Roberts and Patton
- 6.) MNC/Streets/Storm Drains/Lights/Sidewalks/Buildings: Co-Chair Riley and Koza
- 7.) Police and Mayor's Report: Chief Meier and Mayor Pipp – Riley and Patton

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Adjournment:

Motion by Martin Roberts seconded by Tom Koza and carried unanimously to adjourn the meeting. The Council Meeting adjourned at 6:25pm.