Minutes
Meeting
Jamestown Borough Council
September 15, 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 Riley recognized the following visitors: John & Sherry Scism and Leona Wiand, Tom Pipp arrived at 5:15 pm.

Sherry Scism asked Council if her husband would obtain a medical needed scooter/wheelchair if it would be allowed on the streets of Jamestown. Attorney Douglas said for medical reasons, yes, it would be allowed.

John Scism stated that a cut down tree and brush on his neighbor's property is causing flooding issues with their property. Attorney Douglas stated that this is a civil issue between neighbors and that the Borough will not get involved.

Leona Wiand stated that she was only observing.

Tom Pipp of the Jamestown Volunteer Fire Department provided to Council and invoice in the amount of $4,315.00 for the installation of a new siren on the fire department building. Motion by Margaret Patton seconded by Tom Koza and carried to authorize Jamestown Borough paying one-half of the invoice for the new siren. Motin carried with Martin Roberts casting a "NO" vote. Mr. Roberts stated that for the record he wanted Jamestown Borough to pay the entire invoice.

M. Davidson & Associates: Mr. Davidson was not present, but the Secretary provided a written report to Council for August 2026.

Engineer Report: N/A

Maintenance Report: A written report was provided.

Manager's Report: N/A

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

Minutes of Previous Meetings:
Motion by Martin Roberts seconded by Charlie Swartz and carried unanimously to accept the minutes of the August 11th, 2026, Council meeting.

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Treasurer's Report:

General: $83,702.17
Payroll: $31,467.56
Highway Aid: $19,175.43
Water: $82,235.17
Sewer: $48,001.60

Motion by Martin Roberts seconded by Charlie Swartz and carried unanimously to accept the Treasurer's report.

Bills for Payment:
Motion by Martin Roberts seconded by Margaret Patton and carried unanimously to approve the Bills for Payment for August 2026, in the amount of $44,351.39.

Unfinished Business:
Discussion on the implementation of a business license/permit for all established businesses in Jamestown Borough. Solicitor James Douglas and Marie Maximovich will work together on getting different drafts ordinances for review.

Mike Riley reported that repairs on the water tower are complete and that the final step is to sign and submit paperwork for grant reimbursement.

Attorney Douglas reported that the owner (Mr. Jackman) of the old school on Washington Street is ready to give the property to the borough. Discussion held regarding this matter.

Motion by Martin Roberts seconded by Charlie Swartz and carried unanimously to authorize Mr. Douglas to pursue the necessary requirements and documentation from Mr. Jackman, completely contingency free in order for the Borough to obtain this property.

New Business:
The Secretary stated that she is in the process of scheduling a meeting with Terri Carrol from Harshman CE group, who is a grant writer that can possibly help the Borough.

Attorney Douglas stated that a contact person needs to be designated for the Mercer County Assessment office. Motion by Martin Roberts seconded by Tom Koza and carried unanimously to appoint Marie Maximovich as the contact person for Mercer County assessment office.

Tom Koza stated that he would like to propose paying a shift differential to the police officers who are willing to work a 10:00 pm to 6:00 am shift. Margaret Patton recommended a $1.00 increase. Discussion held regarding this matter. Motion by Martin Roberts seconded by Mike Riley and carried unanimously to offer a $1.00 an hour shift differential to any officer who is willing to work a 10:00 pm to 6:00 am night shift.

Discussion held regarding passing a resolution regarding data centers in the Borough. Motion by Mike Riley seconded by Tom Koza and carried unanimously to authorize Mr. Douglass to draft a Resolution which gives the Borough a 180-day stall for the implementation of a data center in the Borough.

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Discussion held regarding the installation of a new stop sign on the north side of Water and Jackson Streets. Motion by Martin Roberts seconded by Charlie Swartz and carried unanimously to authorize Mr. Douglass to draft an Ordinance providing for the installation and enforcement of a new stop sign on Water and Jackson Streets.

Mike Riley reported that he would like to find an engineering firm to provide bids for the overhaul of the water plant. Motion by Tom Koza seconded by Martin Roberts and carried unanimously to authorize President Mike Riley to obtain bids/quotes from engineering firms for a study and plan for a maintenance overhaul of the water plant.

Discussion was held regarding the implementation of a fee for the printing, administration and hand delivery of Water/Sewer shut-off notices. Motion by Margaret Patton seconded by Martin Roberts and carried unanimously to authorize Attorney Douglas to draft an Ordinance allowing the collection of a fee for water/sewer shut-off notices to any residents who receive a 2nd shut off notice within 6 months.

Mayor Pipp presented to Council a quote from Reeves Technology systems for the installation of new cameras in the Borough. Motion by Martin Roberts seconded by Charles Swarz and carried unanimously to approve the purchase of new cameras in Jamestown Borough in the amount of $6,367.70, Martin Roberts stated that we will contact Reeves regarding whether there are any monthly or yearly service fees with this installation.

Attorney Douglas stated that the secretary can mail a letter with an invoice to the owners of 404 Liberty Street for grass cutting services provided by the street department and for a past due sewage/water bill.

Motion by Margaret Patton seconded by Tom Koza and carried to authorize Trick or Treat from 4 – to 6 pm on Saturday, October 31, 2026. Motion carried with Martin Roberts casting a "NO" vote. Mr. Roberts was in favor of the hours of 6 pm to 8:00 pm.

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

Motion by Martin Roberts to suspend the regular meeting of Council to go into an executive session to discuss a personnel matter at 6:46 p.m. The regular meeting was reconvened at 6:47 pm.

Adjournment:
Motion by Martin Roberts seconded by Tom Koza and carried unanimously to adjourn the meeting. The Council Meeting adjourned at 6:48 pm.