

Agenda  
Regular Session  
Borough of Jamestown  
March 10, 2026 Regular Session  
5:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Roll Call: \_\_\_\_\_ Riley, \_\_\_\_\_ Patton, \_\_\_\_\_ Little, \_\_\_\_\_ Roberts, \_\_\_\_\_ Koza, and \_\_\_\_\_ Mayor Pipp.
4. Visitor's Recognition:
5. Public Meeting to be held at this time, Ordinance 402. The proposed amendment pertains to garage structure dimensions, specifically revising the minimum and maximum length and width requirements
6. M. Davidson & Associates: Water and Wastewater Treatment Report
7. Engineer's Report: N/A
8. Maintenance's Report:
9. Police Report:
10. Manager's Report:
11. Minutes: February 10, 2026 Monthly Meeting  
Motion to adopt \_\_\_\_\_ 2<sup>nd</sup> Motion to Accept \_\_\_\_\_ Approved Yes / No
12. Treasurer's Report:  
General: \$110,793.32  
Payroll: \$ 39,416.62  
Highway Aid: \$ 25,198.55  
Water: \$ 17,710.71  
Sewer: \$ 67,300.39  
Motion to adopt \_\_\_\_\_ 2<sup>nd</sup> Motion to Accept \_\_\_\_\_ Approved Yes / No
13. Bills for Payment Attached: February 2026 in the amount of \$ 31,324.44  
Motion to adopt \_\_\_\_\_ 2<sup>nd</sup> Motion to Accept \_\_\_\_\_ Approved Yes / No

New Business

14. Open -sealed bids that have been received for the sale of the Kubota B-8200  
  
Motion to accept \_\_\_\_\_ 2<sup>nd</sup> Motion to Accept \_\_\_\_\_ Approved Yes / No

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15. Maintenance Position Advertisement: Authorization to advertise for a part-time maintenance position. The advertisement shall run for a minimum of five (5) days and remain open until the position is filled.

Motion to adopt \_\_\_\_\_ 2<sup>nd</sup> Motion to Accept \_\_\_\_\_ Approved Yes / No

16. ATV (All-Terrain Vehicle) and UTV (Utility Task Vehicle): Access on Borough Streets: Discussion and possible action to authorize the advertisement of a proposed Ordinance designating certain Borough streets as ATV/UTV authorized routes.

Motion to adopt \_\_\_\_\_ 2<sup>nd</sup> Motion to Accept \_\_\_\_\_ Approved Yes / No

17. Employee Handbook Committee: Discussion and possible action to appoint a committee to evaluate the creation of an Employee Handbook. The committee will utilize the attached draft as a reference model for development.

Motion to adopt \_\_\_\_\_ 2<sup>nd</sup> Motion to Accept \_\_\_\_\_ Approved Yes / No

18. Water and Sewer Plant Financial and Advisory Consulting: Continued discussion regarding the engagement of PFM Financial Advisors, or the evaluation of alternative firms, to provide professional guidance and strategic planning for the possible sale of the Water and Sewer Plant.

Motion to adopt \_\_\_\_\_ 2<sup>nd</sup> Motion to Accept \_\_\_\_\_ Approved Yes / No

19. Amendment to Ordinance #402 (Garage Dimensions): Discussion and possible action to authorize the advertisement of an amendment to Ordinance #402, specifically regarding revisions to the minimum and maximum length and width requirements for garage structures.

Motion to adopt \_\_\_\_\_ 2<sup>nd</sup> Motion to Accept \_\_\_\_\_ Approved Yes / No

20. Tax Certification Fee Ordinance: Discussion and possible action regarding the attached draft of an ordinance to authorize compensation to the Tax Collector for the preparation of tax certifications. The proposed fee is \$25.00 per certification.

Motion to adopt \_\_\_\_\_ 2<sup>nd</sup> Motion to Accept \_\_\_\_\_ Approved Yes / No

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21. Water & Sewer Revenue – What can be done to bring in more revenue for water and sewer plants.

Motion to adopt \_\_\_\_\_ 2<sup>nd</sup> Motion to Accept \_\_\_\_\_ Approved Yes / No

**Committee Reports:**

- 1.) Fire/Safety/Health: Co-Chair Little and Patton
- 2.) Water/Wastewater/Solid Waste/Community Developments: Co- Chairs Roberts and Riley
- 3.) Personnel: Co-Chairs Little and Koza
- 4.) Finance/Budget/Insurance: Co-Chairs Riley and Roberts
- 5.) Recreation and Parks: Co-Chair Roberts and Little –
- 6.) MNC/Streets/Storm Drains/Lights/Sidewalks/Buildings: Co-Chair Riley and Koza
- 7.) Police and Mayor’s Report: Chief Downing and Mayor Pipp – Riley and Patton

22. Public Comment on Agenda Items Only:

23. Other Business:

24. Correspondence:

25. Adjournment