

Minutes  
Regular Session  
Jamestown Borough Council  
December 10, 2024  
6 p.m.

**Call to Order/Roll Call:** Roll Call was answered by Mike Riley, Tom Luckock, Martin Roberts via Teams, Stuart Little, and Mayor Justin Pipp. Mike Riley called the meeting to order at 6:00 pm.

**Recognition of Visitors:** Caleb Straight (Record Argus), Jim Douglas (Solicitor) via Teams, Mike Davidson, Jeff Amon, Logan Britton, and his parents. Logan brought to councils attention his eagle scout project where he would like to put chess tables at the water street park.

**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 November 2024 Wastewater and Water Treatment Plant report (See Attached).

**Borough Manager Update** – Kayla Updated council that she is getting things ready for her transition out of the office. She also informed council she had been providing PennVest when they requested information.

**Treasurers Report:** **Tom Luckock** 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:** **Mike Riley** made a motion to approve the Bills for Payment in the amount of **\$20,189.18**. **Martin Roberts 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 **November 12, 2024** minutes. **Stuart Little 2<sup>nd</sup>** the motion. Motion passed with unanimous voice vote.

**Jeff Amon** from Crawford County Tax Collection Committee informed council that he will be retiring at the end of the year. Mr. Amon represented the Borough but since he will be leaving, he stated that the Borough would need to find a replacement. He stated that the Borough should go to [Crawfordcountytcc.org](http://Crawfordcountytcc.org) and fill out the form that is needed, and then send a second letter if they would like to give their proxy vote if the rep does not want to go to the meetings. Mr. Amon also stated that the current contract with Berkheimer will be up in 2025 but they will be voting on possibly doing another extension with them possibly for 10 years.

**Council** looked at the budgets. **Martin Roberts** made a motion to pass the budgets. **Tom luckock 2<sup>nd</sup>** the motions. Motion passed with unanimous voice vote.

**Mike Riley** Made a motion to hire Anthony Rubin as a part time police officer. **Martin Roberts 2<sup>nd</sup>** the motion. Motion passed with unanimous voice vote.

**Mike Riley** informed council that Robert Pettis found insurance that was cheaper. Mike asked council if \$3,200 could be escrowed to the side for Pettis for his deductible and out of pocket if he ever needed to use it. Mike stated that he would need to bring the bill in and then the Borough would pay for it. **Mike Riley** Made a motion

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to escrow \$3,200 if Robert Pettis needs it. **Tom Luckock** 2<sup>nd</sup> the motion. Motion passed with unanimous voice vote.

**Mike Riley** informed council that the Masonics donated \$5,000 for Park maintenance at the Water Street Community Park. A thank you letter will be sent out.

**Mike Riley** informed council that the meetings will be at 5:00 pm now instead of 6:00 pm. Council looked over the meeting dates and accepted all the meetings except the January one where they changed it to be January 6<sup>th</sup>.

**Mike Riley** informed council that they would allocate \$18,000 to the water street park for playground equipment. \$2,000 dollars for the community foundation for Park planters. All agreed to allocate the funds to the park and Planters.

**Mike Riley** informed council that Kayla Jewell was resigning from her position as Secretary/Manager/Treasurer. Mike Riley made a motion to accept the resignation. Martin Roberts 2<sup>nd</sup> the motion.

**Mike Riley** Made a motion to remove Kayla Jewell as a signer and add Connie Koza as a signer. Martin Roberts 2<sup>nd</sup> the motion. Motion passed with unanimous voice vote.

**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 Danielle Downing and Mayor Pipp – Tom Luckock and Mike Riley.

**Public Comment on Agenda Items Only:**

**Executive Session:**

**Adjournment:** **Mike Riley** motioned to adjourn. **Tom Luckock** 2<sup>nd</sup>. Meeting adjourned at **7:21 p.m.**