

Minutes
Regular Session
Jamestown Borough Council
April 8, 2025
5 p.m.

President Mike Riley called the meeting to order at 5:00 pm.

Roll Call: Roll Call was answered by Mike Riley, Tom Luckock, Lisa Nufer, Martin Robert (arrived at 5:16pm), Stuart Little and Mayor Justin Pipp

Recognition of Visitors: Solicitor Jim Douglas, Steve Strum of IAG Consulting

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

Communications/Correspondence:

*Plunkett Pest Control sent letter informing the Borough of a 4% increase, \$45.00-46.80

Borough Manager Update: Gave brief update

*Non-Owner-Occupied Inspection update

A motion was made by Mike Riley to pay the cost of \$600.00 for Danean Jordan to take the training course provided by Diversified Billing. Tom Luckock 2nd the motion. Motion passed with unanimous voice vote.

*Provided report showing past due amounts and details for collection

*Stated 1st Quarter payroll taxes have been completed

*Fair Parade/Memorial Day Parade – Paperwork for Fair Parade has been submitted and the Memorial is handling this own their own per Mayor Pipp

Chief of Police: Gave brief update and provided a written report

Maintenance Report: Provided written report

Engineer Report: Provided written report: Active Project consist of the Sanitary Sewer Collection System Project, Completed and filed Chapter 94, PA Small Water and Sewer Grant Application and Multimodal Sidewalk 2025 MTF Grant application

Treasurers Report:

Tom Luckock made a motion to adopt the Treasurers Report. **Stuart Little** 2nd 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 **\$28,563.39**. **Lisa Nufer** 2nd the motion to adopt. Motion passed with unanimous voice vote.

Minutes of Previous Meetings:

Tom Luckock made a motion to adopt the **March 11, 2025** minutes. **Stuart Little** 2nd the motion. Motion passed with unanimous voice vote.

New Business:

Mike Riley made a motion to appoint Mayor Pipp as the delegate to the Mercer County Regional Planning Commission. **Tom Luckock** 2nd the motion. Motion passed with unanimous voice vote.

Mike Riley made a motion to purchase playground equipment, delivery, and installation on the Borough's prepared site from Millers' Outdoor Living in the amount of \$11,367.00 using the Arpa funds available. **Stuart Little** 2nd the motion. Motion passed with unanimous voice vote.

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Lisa Nufer made a motion to cover 3 nights of hotel cost of \$134.95/night totaling \$404.85 for Mayor Pipp to attend the PA Mayor's Association Conference in Harrisburg, PA., July 16th-20th, 2025. **Stuart Little 2nd** the motion. Motion passed with unanimous voice vote.

Mike Riley made a motion to appoint Danean Jordan as a delegate to the Crawford County Tax Collection Committee and then appoint Jill Dunlap and/or Renee Hays as a proxy when needed. **Tom Luckock 2nd** 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.

Adjournment: **Tom Luckock** motioned to adjourn. **Stuart Little 2nd**. Motion passed with unanimous voice vote. Meeting adjourned at **6:20 p.m.**

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