Jefferson Borough
P.O. Box 87
Jefferson, PA 15344

Meeting Minutes
September 1, 2026

CALL TO ORDER: At 5:05 pm, President Jeff Coneybeer called the meeting of Jefferson Borough Council to order at 168 Washington St, Jefferson, Greene County, Pennsylvania. The meeting opened with the Pledge of Allegiance.

ROLL CALL: President Jeff Coneybeer, Vice President Josh Forman, Mayor Dale Harshman, Council members Lance Sahady, Pam Phillips (remote), Kim Patterson Secretary-Treasurer, Solicitor Dennis Makel, Code Enforcement Officer Mark Gordon. Jeffrey Coneybeer absent from meeting. Also in attendance were Mickey Dikun SPWA, Signa Coneybeer, Donna Higenbotham, Valerie Higenbotham, Toni Ferencak, Kathy Uphold and Mary Ziots.

APPROVAL OF MINUTES: A motion was made by Jeffrey Coneybeer and seconded by Pam Phillips to approve the minutes of the August 4, 2026 meeting and the motion carried with all in favor.

PUBLIC COMMENT: Mary Ziots residing at 148 S Pine St stated she did not receive her Borough tax until 7/31 and was charged a late fee. Signa Coneybeer stated invoices were mailed out on time. Post mark date on invoice was dated for April 2026. Jeffrey Coneybeer made a motion to waive the late fee for the Borough Tax seconded by Josh Forman. Payment must be made by October 31, 2026. Once payment is made the borough will reimburse Ms. Ziots the late fee.

BILLS AND PAYROLL: A motion to approve all bills for the month of July was made by Pam Phillips and seconded by Jeffrey Coneybeer the motion carried with all in favor.

REPORTS: EIN Number tabled at this time.

MAYOR: None

LEGAL: Solicitor Dennis Makel stated clean up day for Jefferson Borough will be held on Friday Sepbember 25th & Saturday September 26th from 7 am – 3 pm both days at the Morgan Township Municpal Building. Motion made by Jeffrey Conneybeer to pay 1/3 of the cost seconded by Lance Sahady motion carried with all in favor. Dennis Makel preparing Resolution for Data Center Ordinance for each municipality.

CODE Enforcement: Complaint regarding continuation of previous complaint of items still pile up at the property located at 157 Washington St. Property owner stated clean up has

begun at the property. Code Enforcement Officer Mark Gordon meeting with resident making complaint within the next 2 weeks to evaluate the property.

SPECIAL EVENTS: Signa Coneybeer offered the Jefferson Morgan Elementary School the borough building for fundraiser pick up day. Bushes at borough building need cut back . Signa Coneybeer to get this scheduled.

COG: None.

SPWA: Mickey Dikun reported they are starting the waterline extension on Ridge Road on September 2, 2026.

LTMJSA: Josh Forman reported interviews were conducted to hire a fill-in position for LTMSA Secretary, this will be decided on at next board meeting.

ORDINANCES, RESOLUTION AND LOT SPLITS: None.

UNFINISHED BUSINESS:
Catnip Acres Rescue would like to proceed with leasing the Borough Church Building within the next couple of months. Hours of operation are 7 days a week. The Veterinary Clinic would be operational within 1 year, hours of operation would be Monday, Wednesday & Saturday normally done by 1:00 pm. Solicitor Dennis Makel to draw up Lease Agreement.

Jefferson Market – Unpaid Amusement Tax – Motion made by Josh Forman to take this off the table seconded by Jeffrey Coneybeer, all in favor motion carried.

NEW BUSINESS:
Received Letter of Resignation from Relda Litton effective August 31, 2026. Motion made by Jeffrey Coneybeer, seconded by Lance Sahady motion carried with all in favor.

Motion to Approve Jefferson Township to do snow removal for the 26-27 season was made by Lance Sahady, seconded by Jeffrey Coneybeer motion carried with all in favor.

Jeffrey Coneybeer attended a Office of Fire Commission Meeting on August 31st. It was recommended that schools start a curriculum course to become a fire fighter. Jeffrey Coneybeer will contact Harrisburg to get more information and possibly present to Jefferson Morgan School District.

Gasline Replacement Project – Authorize Solicitor Dennis Makel to move forward with letter if they do not repave road when project is completed.

Vap Shop on N. Pine Street – Referring to K2 Engineer to get building permit.

Trick or Treat to be held on Saturday, October 31st from 5pm – 8pm. Will advertise on borough website, flyer posted at the Jefferson Post Office and Jefferson Market. Motion made by Josh Forman, seconded by Jeffrey Coneybeer motion carried with all in favor.

Current CD at First National Bank is due for renewal. Borough Secretary Kim Patterson will renew CD for a 13-month period. Motion made by Jeffrey Coneybeer seconded by Josh Forman motion carried with all in favor.

Motion made by Jeffrey Coneybeer for Kim Patterson, Borough Secretary-Treasurer to open another CD for $50,000 transferring from the General Fund for a 13 month term seconded by Josh Forman motion carried with all in favor. This will be completed by September 14th when current CD is due to term.

EXECUTIVE SESSION: None

ADJOURNMENT: The meeting was continued at the call of the chair at 6:50 p.m. by motion from Lance Sahady and seconded by Jeffrey Coneybeer, motion carried with all in favor.

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By: Kim Patterson Secretary/Treasurer