

Jefferson Borough

P.O. Box 87
Jefferson, PA 15344

**Meeting Minutes
December 2, 2025**

CALL TO ORDER: At 4:45 PM, President Jeff Coneybeer called the meeting of the Jefferson Borough Council to order at 168 Washington Street, Jefferson, Greene County, Pennsylvania. The meeting opened with the Pledge of Allegiance.

ROLL CALL: President Jeff Coneybeer, Vice-President Pam Phillips and Mayor Dale Harshman were present. Council members Lance Sahady, Jeffrey Coneybeer, Jr. and Joshua Forman were also present. Also attending the meeting was SPWA board member Tim Faddis; Code Enforcement Officer Mark Gordon; Solicitor Dennis Makel and Secretary-Treasurer Relda Litten.

APPROVAL OF MINUTES: A motion was made by Mr. Sahady and seconded by Mr. Forman to approve the minutes of the November 4, 2025 meeting and the motion carried with all in favor.

PUBLIC COMMENT: None

BILLS AND PAYROLL: A motion to approve all salaries and bills for the month of December was made by Mr. Sahady and seconded by Mr. Coneybeer, Jr., and the motion carried.

REPORTS: President: Mr. Coneybeer stated the Marianna Legion is donating gifts to underprivileged children for Christmas. A motion was made by Ms. Forman, seconded by Mr. Coneybeer to give them a donation of \$500 to help with this project and the motion carried with all in favor.

Mayor: Mr. Harshman noted that the Mather Christian Church donates food and meals to people in need, too.

Legal: None

Code Enforcement Officer: Mr. Gordon recommended to send the Amusement Tax notices out certified and regular mail.

COG: None

Special Events: A motion was made by Mr. Sahady, seconded by Mr. Forman to participate in Light Up Night at the High School again this year and provide hot chocolate and the motion carried with all in favor.

On December 19th, Cookies with Santa will be at the borough building with Mr. Makel donating the cookie purchase.

It was also decided to once again decorate outside for Christmas and put up the tree this Sunday.

SPWA Rep: Mr. Faddis updated council ongoing projects the water company is doing.

LTMJSA: Mr. Forman mentioned that in February the sewer rates will be \$72 a month. Council directed Mr. Makel to send a letter to them asking for budget and payroll records.

ORDINANCES, RESOLUTIONS AND LOT SPLITS: None

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UNFINISHED BUSINESS: Street signs are still needing replaced.

The two new doors are finally in for the meeting room and will be installed soon. A check for the final payment of \$2,400 has been cut.

NEW BUSINESS: A motion was made by Mr. Sahady, seconded by Mr. Coneybeer to adopt the budget for the year 2026 and the motion carried with all in favor.

Council directed Mr. Makel to check into JVFC starting up their Auxiliary once again and if or who would carry the worker's compensation on them.

After a discussion on the building rentals that Ms. Coneybeer is in charge of, a motion was made by Mr. Forman, seconded by Mr. Sahady to revise the rental fees for the hall with the residents of the borough renting the building paying \$150 and non-residents paying \$200 with each paying an additional \$100 deposit which will be given back if the hall is cleaned after their use and if not, then Ms. Coneybeer will clean and get the \$100 deposit fee as well as \$50 for each rental she books and the motion carried with Ms. Phillips, Mr. Forman and Mr. Sahady voting yes and Mr. Coneybeer and Mr. Coneybeer, Jr., abstaining. She will provide a list of the rentals for 2025 at the January meeting.

Mr. Mark Teagarden is requesting a Dead-End sign be put on his road.

A motion was made by Ms. Phillips, seconded by Mr. Coneybeer, to have Richard Kronk plow the parking lot when needed for a fee of \$100 each time and the motion carried with all in favor.

A discussion was held on People's Gas installing 2900' of line on Franklin Street with cold patch to be put down each time the road is dug and have ingress and egress of each property owner with Mr. Makel to do the issuing of the permits.

A motion was made by Mr. Coneybeer, Jr., seconded by Ms. Phillips to have Jefferson Township once again plow the roads and in spring to sweep the roads as well and the motion carried with all in favor.

After a discussion on the Amusement Tax, it was decided by motion from Mr. Forman, seconded by Mr. Coneybeer to amend the fee schedule to have each business obtain a license fee for \$50 for up to ten machines on site at their business (I. E. skill games and/or poker machines) and the motion carried with all in favor.

A Thank You card will be sent to Charles Barno for his donation of an old borough map.

EXECUTIVE SESSION: None

ADJOURNMENT: With nothing further to discuss, the meeting continued at the call of the chair at 6:10 p.m. with a motion by Ms. Phillips and a second from Mr. Sahady and the motion carried with all in favor.

By: Relda K. Litten, Sec/Treas

