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

Meeting Minutes
July 21, 2026

CALL TO ORDER: At 5:15 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, Mayor Dale Harshman were in Attendance. Council members Lance Sahady, Pam Phillips and Jeff Coneybeer Jr. attended as well. Josh Forman was absent from meeting. Also in attendance was Kim Patterson, Natalee Greenlee, Toni Ferencak, Donna Higenbotham, Valerie Higenbotham, Mike Bailey, LTMJSA representative Tim Phillips, SPWA representation Mickey Dikun, Solicitor Dennis Makel, Secretary/Treasurer Relda Litten.

APPROVAL OF MINUTES: A motion was made by Lance Sahady and seconded by Pam Phillips to approve the minutes of the June 2, 2026 meeting and the motion carried with all in favor.

PUBLIC COMMENT: Mike Bailey from Bailey Insurance presented 2 checks to the Borough from EMC Program due to good performance with no claims being reported. Jeff Coneybeer asked about insurance if the borough leased the borough church building to Catnip Acres. Mr. Bailey advised that both Catnip Acres and the Borough speak to EMC Insurance regarding this matter. Jeff Coneybeer will be reaching out to EMC to discuss requirements for insurance if Catnip Acres were to sign a lease agreement with the borough.
Natalie Greenlee spoke on behalf of Catnip Acres stating that she feels they would be an asset to the borough as they provide a good service to the community. Toni Ferencak discussed repairs that needed done to the building consisting of flooring, painting and lighting before they would be able to move into the building. She also discussed length of contract and in the event Catnip Acres Veterinarian Clinic did not sign with the borough, would the borough still be willing to sign with them for 10 years. At this time, further discussion needs to take place prior to a decision being made to sign with Catnip Acres. Donna Higgenbotham discussed daily operation on how cats are taken care of.

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

REPORTS: ATV Traffic tabled at this time.

MAYOR: None

LEGAL: None
CODE Enforcement: None

SPECIAL EVENTS: Firehall will be hosting events in August and September. All events are posted on their website.

COG: None.

SPWA: Discussion on purchasing Tri-County Water

LTMJSA: Part Time secretary retiring in January. Advertising for part-time secretary which will take the full-time secretary position once she retires.

ORDINANCES, RESOLUTION AND LOT SPLITS: Discussion on Storage Containers.

UNFINISHED BUSINESS: N/A

NEW BUSINESS: Motion to appoint Kim Patterson as Assistant Secretary/Treasurer by Jeff Coneybeer seconded by Jeffrey Coneybeer Jr. Motion to authorize Kim Patterson as signer on Bank Account and get her bonded through Bailey Insurance by Jeff Coneybeer and seconded by Jeffrey Coneybeer Jr. Motion to purchase laptop, printer, software through Ford with install of all programs by Jeff Coneybeer and seconded by Pam Phillips.

Fire Chief put Jeffrey Coneybeer Jr on notice that they receive an average of 358 calls per year and are going to be in need of 2 full-time employees in the near future.

Mickey Dikun discussed the need to repair a 24-inch storm sewer drain on Cumberland-Cherry Alley due to road being black topped and causing flooding on properties. Repair work not to exceed $12,000.00. Motion made by Pam Phillips seconded by Jeff Coneybeer. Jeffrey Coneybeer Jr. abstained from voting.

EXECUTIVE SESSION: A motion was made by Jeff Coneybeer and seconded by Pam Phillips to enter into executive session to discuss the importance of scam emails the motion was carried, with all in favor. A motion to come out of executive session was made by Jeff Coneybeer and seconded by Pam Phillps.

ADJOURNMENT: At 7:13 pm, with nothing further to discuss, motion made by Jeff Coneybeer and seconded by Pam Phillips.

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By: Kim Patterson Assistant Secretary/Treasurer