

BOROUGH COUNCIL MINUTES

MARCH 10, 2026 6:00 P.M.

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A meeting of the Punxsutawney Borough Council was convened on Tuesday, March 10, 2026, at 6:00 P.M. in Borough Council Chambers, Civic Center, 301 East Mahoning Street, Punxsutawney, PA, with Council President Jessica Smith presiding.

The following council members were in attendance: Jen Blose, David Burkett, Joe Ferrara, Josh McAfoos (arrived late to the meeting), Sharon Murray, Jessica Smith, Eric Story.

Others present included Borough Manager Dr. William Spencer, Police Chief Matt Conrad, Fire Chief Chris Smith, Mayor William Clement, Recording Secretary/Borough Treasurer Andy Markle, Solicitor Nicholas Gianvito, Junior Councilmember Stevie Doverspike and media representatives Larry McGuire of The Punxsutawney Spirit and Brianne Flemming from the Courier Express.

APPROVAL OF BOROUGH COUNCIL MINUTES—REGULAR MEETING FEBRUARY 24, 2026

Upon motion by Councilman Ferrara and seconded by Councilwoman Murray, Borough Council unanimously approved the Borough Council minutes for the February 24, 2026, regular meeting.

APPROVAL OF THE TREASURER'S REPORT—REVISED JANUARY 2026

Upon motion by Councilman Story and seconded by Councilwoman Blose, Borough Council approved the Revised Borough Treasurer report for January 2026.

APPROVAL OF THE TREASURER'S REPORT—FEBRUARY 2026

Upon motion by Councilman Story and seconded by Councilman Burkett, Borough Council approved the Borough Treasurer report for February 2026.

PETITIONS AND COMMENTS

Upon motion by Councilman Story and seconded by Councilman Ferrara, Borough Council approved Queen Bees Sweet Sips, N&N Cinnamon Co. and Brody's BBQ to set up in Barclay Square to be open for business Monday, April 27 – Friday, May 1, 2026 with a portion of the sales going to the Shop with a Cop program.

ENGINEER REPORT

Borough Manager Dr. Spencer went over the Engineer's Report stated there was a pre-construction meeting today for the Dinsmore Ave. Sanitary and Storm Sewer Replacement Project with Terra Works. Also, he went over the updates for the DCED Multimodal Transportation Fund Grant, RACP Grant, and the Chapter 94 Report.

LEGAL AND FINANCE COMMITTEE

APPROVAL OF GENERAL & SEWER SYSTEM FUND EXPENDITURES—FEBRUARY 2026

Upon motion by Councilwoman Murray, and seconded by Councilwoman Blose, Borough Council unanimously approved the payment of bills (including payroll) from the General Fund for the month of February 2026 in the amount of \$369,435.81 and the payment of bills from the Sewer System Fund for the month of February 2026 in the amount of \$97,801.13.

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APPROVAL OF TRANSFER OF FUNDS TO PAYROLL ACCOUNT – FEBRUARY 2026

CONTINUED:

APPROVAL OF TRANSFER OF FUNDS TO PAYROLL ACCOUNT – FEBRUARY 2026

General Fund to Payroll Account.....	\$104,876.50
Sewer System Fund to Payroll Account.....	\$71,389.86
Recreation Fund to Payroll Account.....	\$6,071.89
TOTAL PAYROLL FOR FEBRUARY 2026.....	\$182,338.25

Upon motion by Councilman McAfoos and seconded by Councilwoman Murray, Borough Council unanimously approved the transfer of funds to the Payroll Account Fund for February 2026.

PUBLIC SAFETY/PUBLIC SERVICE COMMITTEE

APPROVAL OF THE CHIEF OF POLICE REPORT—FEBRUARY 2026

Upon motion by Councilman McAfoos and seconded by Councilman Story, Borough Council unanimously approved the report of the Chief of Police for February 2026.

RETIREMENT OF OFFICER

Police Chief Conrad stated Sergeant Winfield submitted his retirement paperwork. He will be retiring on April 1, 2026. He is willing to fill in as a part-time officer if his schedule permits.

APPROVAL OF THE MAGISTRATE’S REPORT—FEBRUARY 2026

Upon motion by Councilman Story and seconded by Councilwoman Blose, Borough Council unanimously approved the report of the Magistrate for February 2026.

APPROVAL OF THE FIRE CHIEF’S REPORT—FEBRUARY 2026

Upon motion by Councilman Burkett and seconded by Councilwoman Murray, Borough Council unanimously approved the report of the Fire Chief for February 2026.

APPROVAL OF ACTIVE LIST AT LINDSAY FIRE DEPARTMENT

Upon motion by Councilman Burkett and seconded by Councilwoman Murray, Borough Council unanimously approved to add Chris Pangallo to the active list and remove James Murdock from the active list to in active list at Lindsay Fire Department.

APPROVAL OF THE CODE ENFORCEMENT OFFICER’S REPORT—FEBRUARY 2026

Upon motion by Councilman McAfoos and seconded by Councilman Burkett, Borough Council unanimously approved the report of the Code Enforcement Officer for February 2026.

APPROVAL OF THE WORKPLACE SAFETY COMMITTEE MEETING—JANUARY 2026

Upon motion by Councilman Story and seconded by Councilwoman Murrar, Borough Council unanimously approved the report of the Public Works Department.

APPROVAL OF THE PUBLIC WORKS DEPARTMENT REPORT—FEBRUARY 2026

Upon motion by Councilman Story and seconded by Councilwoman Blose, Borough Council unanimously approved the report of the Public Works Department.

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APPROVAL OF THE SEWER DEPARTMENT REPORT—FEBRUARY 20226

Upon motion by Councilman Story and seconded by Councilwoman Murray, Borough Council unanimously approved to report of the Sewer Department for February 2026.

APPROVAL OF THE SEWER VACTOR CREW REPORT—JANUARY 2026

Upon motion by Councilwoman Blose and seconded by Councilman Story, Borough Council unanimously approved the report of the Sewer Vactor Crew January 2026.

POLICE PENSION REPORT—FEBRUARY 2026

There was no report for FEBRUARY 2026.

APPROVAL OF THE LIBRARY REPORT—FEBRUARY 2026

Upon motion by Councilwoman Murray and seconded by Councilman Burkett, Borough Council unanimously approved the library report for February 2026.

SOLICITOR'S REPORT

No Report

MAYOR'S REPORT—FEBRUARY 2026

No Report

FIRE CHIEF REPORT—FEBRUARY 2026

No Report

OLD BUSINESS

General Codes

Borough Manager Dr. Spencer stated that he spoke with General Codes last week and they are finalizing their portion of the whole codification that we'll be doing. So, they expect to have a report for us soon. Once that report comes out, we'll be able to have a 100-day review period.

CDBG

Borough Manager Dr. Spencer stated he and Council President Smith spoke to Elise Grovanz from the county and the engineers for the Community Center Roof Project and they are looking at rescoping the project, using the system that we're talking about and fixing the roof the way it is.

DECD

Borough Manager Dr. Spencer stated he has been talking with DCED to do a program audit. They are going back through to see if they can fund it through our grant money.

NEW BUSINESS

No Report

BOROUGH MANAGER REPORT

APPROVAL OF CO-STARS SALT CONTRACT

Upon motion by Councilman Story and seconded by Councilman McAfoos, Borough Council unanimously approved the COSTAR Salt Contract for 550 ton.

BOROUGH MANAGER REPORT CONTINUED:

Nationwide to Schwab

Upon motion by Councilman Burkett and seconded by Councilman Ferrara, Borough Council unanimously approved Resolution 2026-3 Authorizing and Implementing Changes to the Designated Pension Plan Officials for Nationwide Pension Case 10404.

PennVest Loan

Borough Manager Dr. Spencer stated I just found out right before the meeting, we're not eligible for this at this opportunity right now. It was a PennVest loan to cover the difference for the Dinsmore project.

2024 SEWER AUTHORITY ANNUAL AUDIT

Borough Manager Dr. Spencer stated that there were findings in the 2024 Sewer Authority Annual Audit that need to be fixed. After speaking with Jeff at the audit firm he suggested that to have the borough treasurer do the bank records for the sewer authority fund, bond fund, and the economic loan fund. Being that the borough treasurer is not connected to those accounts or funds we are going to amend his contract and have him do those. After discussing the rates by borough council, it was agreed upon \$125 per month for the Sewer Authority, \$50 per month for the Bond Fund, and \$50 per month for the Community and Economic Fund.

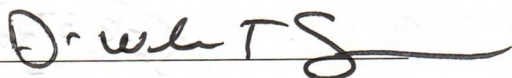
Upon motion by Councilman Story and seconded by Councilman McAfoos, Borough Council unanimously approved for the borough treasurer to reconcile the bank records for the Sewer Authority at \$125 per month, Bond Fund at \$50 per month, and Community and Economic Fund at \$50 per month.

PRESIDENT'S REPORT—FEBRUARY 2026

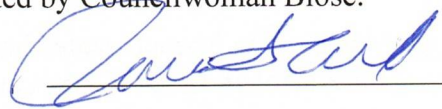
Council President Smith stated last meeting, I was rather disappointed in some things that happened regarding the small business here in town. Some of the remarks that were made, some of the questions that were made, I think that were not. They were dismissive, and they lacked the respect that we should be giving the citizens that come in here. After discussions with council members a solution was made to better understand the items on the agenda and how they would be handled from now on.

ADJOURNMENT

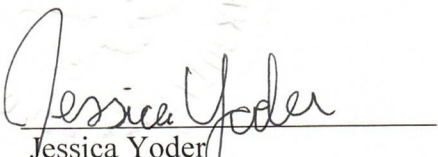
There being no further business to come before Borough Council, the meeting was adjourned at 7:05 p.m. upon motion by Councilman McAfoos, seconded by Councilwoman Blose.



Dr. William Spencer
Borough Manager



Jessica Smith
Council President



Jessica Yoder
Recording Secretary