

BOROUGH COUNCIL MINUTES

JUNE 23, 2026 6:00 P.M.

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A meeting of the Punxsutawney Borough Council was convened on Tuesday, June 23, 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, Joe Ferrara, Sharon Murray, Jessica Smith, Josh McAfoos, and Eric Story. David Burkett was absent.

Others present included Borough Manager Dr. William Spencer, Police Chief Matt Conrad, Recording Secretary Jessica Yoder, Solicitor Nicholas Gianvito, and media representative Larry McGuire of The Punxsutawney Spirit. Mayor William Clement was absent.

APPROVAL OF BOROUGH COUNCIL MINUTES—REGULAR MEETING JUNE 9, 2026

Upon motion by Councilman McAfoos and seconded by Councilman Ferrara, Borough Council unanimously approved the Borough Council minutes for the June 9, 2026, regular meeting.

PETITIONS AND COMMENTS

Katie Laska

Katie Laska, 405 N Main St, 814-590-6868; came before borough council once again with concerns about letters she has received from the code enforcement officer about not getting a permit for replacing shingles on her business roof.

Council President Jessica Smith explained the difference between the permit letters and the code enforcement letters mailed to the residents.

ENGINEER'S REPORT

Borough Manager Dr. Spencer stated that there was only one item for the engineer's report and that was to approve Terra Works Pay Application #3 for \$326,015.15.

Upon motion by Councilman Ferrara and seconded by Councilman Story, Borough Council unanimously approved the Terra Works Pay Application #3 for \$326,015.15.

POLICE CHIEF

Upon motion by Councilman Ferrara and seconded by Councilwoman Murray, Borough Council unanimously approved the Certified Civil Service list.

Upon motion by Councilman Story and seconded by Councilman McAfoos, Borough Council unanimously approved the hiring of Kyle Zentz as a full-time officer for the Borough Police Department.

Police Chief Conrad asked Council President Smith if she could set up a committee of three council members to be on the police union negotiations for the upcoming renewal of the contract. Councilman Story, Councilman McAfoos, and Councilman Ferrara agreed to be on that committee.

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SOLICITOR'S REPORT

Solicitor Nick Ginavito asked Borough Council for a motion to approve Resolution 2026-4 establishing monthly rentals for borough lot #1 and establishing the term conditions and initial rates.

Upon motion by Councilman Ferrara and seconded by Councilman Murray, Borough Council unanimously approved Resolution 2026-4 establishing monthly rentals for borough lot #1 and establishing the term conditions and initial rates.

PERSONNEL MANUAL

Solicitor Nick Ginavito stated he had a personnel manual that was in each council members packets if they would review it and they could make a motion on it at the July 14, 2026 meeting.

ASSESSMENT APPEALS

Solicitor Nick Ginavito stated that he had three assessment appeals; the two on Carter Ave and the one for the property in Young Township. The communication with the assessment office, I had just asked them to remove it from the tax rolls. When the commissioners came back, they want the Borough to file a formal tax appeal on it to have the properties tax exempt. I am going to talk with the county solicitor Joe Ryan and see if they can be removed. If not then I will just have the borough manager sign the assessment appeal; which I will need a motion to do so.

Upon motion by Councilman Story and seconded by Councilman McAfoos, Borough Council unanimously approved to have the borough manager sign the assessment appeal if needed.

PRESIDENT'S REPORT

No Report

MAYOR'S REPORT

No Report

FIRE CHIEF REPORT

Fire Chief Chris Smith stated that Central Fire Department's new engine is to be delivered on November 8, 2026 and that they have started the process with S&T Wealth Management to have a loan for the remainder amount that the fire department fund is not picking up.

OLD BUSINESS

CODE REVIEW

Borough Manager Dr. Spencer stated that council had an outline of the new code packet to review and start making comments and questions to help guide the meetings when we have them. We will get the information out to the public via our website and the Punxsutawney Spirit for the public to review it also.

NEW BUSINESS

Borough Manager Dr. Spencer asked Solicitor Nick Ginavito to see what can be done about the properties that are in the borough that are listed on the tax repository that the borough maintains and see what can be done so the borough does not have to maintain them.

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BOROUGH MANAGER REPORT

Cintas Standard Rental Service Agreement

Upon motion by Councilman McAfoos and seconded by Councilman Story, Borough Council unanimously approved the Cintas Standard Rental Service Agreement.

Paving List

Upon motion by Councilman Story and seconded by Councilman Ferrara, Borough Council unanimously approved the PennDOT paving list with regard to looking into paving Tiona Street.

East End Playground

Upon motion by Councilman McAfoos and seconded by Councilwoman Blose, Borough Council unanimously approved to have Fast Times Tennis, Inc resurface the tennis courts for a cost of \$16,291.30 with a one-year warranty.

Upon motion by Councilman Ferrara and seconded by Councilman Story, Borough Council unanimously approved to have Watt Land Services remove 20 pine trees and stump grind with cleanup for \$2,100.

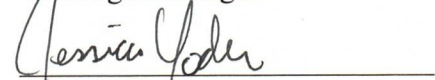
Dr. Spencer stated that the basketball and hockey nets were replaced also.

ADJOURNMENT

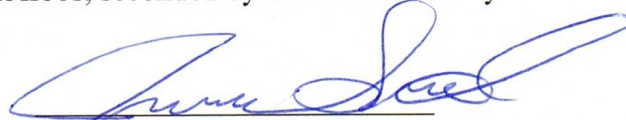
There being no further business to come before Borough Council, the meeting was adjourned at 6:56 p.m. upon motion by Councilman McAfoos, seconded by Councilman Story.



Dr. William Spencer
Borough Manager



Jessica Yoder
Recording Secretary



Jessica Smith
Council President