

BOROUGH COUNCIL MINUTES

JULY 14, 2026 6:00 P.M.

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A meeting of the Punxsutawney Borough Council was convened on Tuesday, July 14, 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, Jessica Smith, and Eric Story. Josh McAfoos, and Sharon Murray were absent.

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

INVOCATION:

Mayor William Clement gave the invocation.

APPROVAL OF BOROUGH COUNCIL MINUTES—REGULAR MEETING JUNE 23, 2026

Upon motion by Councilman Ferrara and seconded by Councilwoman Blose, Borough Council unanimously approved the Borough Council minutes for the June 23, 2026 regular meeting.

APPROVAL OF THE TREASURER'S REPORT—JUNE 2026

Upon motion by Councilman Burkett and seconded by Councilman Ferrara, Borough Council unanimously approved the Borough Treasurer report for June 2026.

PETITIONS AND COMMENTS

Globe Life

Paul Prince of Globe Life Employee Benefits came before borough council to discuss the Globe Life Employee Benefits policy his company offers. He left a brochure with the borough secretary.

East End Playground Trees

Tony Bofinger, 204 Lever St, 814-938-9392, came before borough council to reconsider removing the evergreen trees on the south perimeter of the Thomas Barletta Skateboard Park, adjacent to Kally's Kourt.

ENGINEER REPORT

DINSMORE AVE. PROJECT

Borough Manager Dr. Spencer gave an update on the Dinsmore Ave. project stating Peoples Gas finished the replacement of the gas main and services lines. TerraWorks resumed their work on June 24, 2026 and is continuing to make progress with sidewalks ADA curb ramps, and paving. Selected tree stumps have been removed. The next site meeting has been scheduled with TerraWorks on July 23 at 9:00 am.

DCED MULTIMODAL TRANSPORTATION FUND GRANT

Borough Manager Dr. Spencer stated that I am still negotiation is the borough will cover the remaining engineering fees of \$58,500. Part of that is allegedly a \$25,000 PennDOT permit fee, which I am seeking to have waived because PennDOT is already doing work in the exact same area and then the verbiage for this cost is 250 hours of an on-site engineer. I would like them to change this to as needed.

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ENGINEER'S REPORT CONTINUED:

RACP GRANT

There is no update on the RACP Grant.

MISCELLANEOUS

1. Flow Meters

Keller Engineers has been contacted regarding the flow metering program for Bell and Young Townships.

2. Kally's Kourt

It's recommended that the trees located along the south side of the tennis court at East End Playground be removed. So, the removal of the trees will help reduce long-term maintenance requirements and protect the court's service from premature deterioration. Accumulated leaves and other organic matter can damage the court, cause staining and fading of the acrylic surfaces, which may result in more frequent resurfacing and line striping. Dr. Spencer, Councilman Ferrara and Councilman Burkett agrees to meet on Tuesday morning to do another site visit to see what other options there are.

LEGAL AND FINANCE COMMITTEE

APPROVAL OF GENERAL & SEWER SYSTEM FUND EXPENDITURES—JUNE 2026

Tabled due to not having all information.

APPROVAL OF TRANSFER OF FUNDS TO PAYROLL ACCOUNT – JUNE 2026

GENERAL FUND TO PAYROLL ACCOUNT	<u>\$96,440.94</u>
SEWER SYSTEM FUND TO PAYROLL ACCOUNT	<u>\$46,616.91</u>
<u>(Includes Stipend for Borough Treasurer)</u>	
RECREATION FUND TO PAYROLL ACCOUNT	<u>\$6,791.50</u>
GROUNDHOG LANES FUND TO PAYROLL ACCOUNT	<u>\$2,221.51</u>
SOLAR BOND FUND TO PAYROLL ACCOUNT	<u>\$50.00</u>
ECONOMIC LOAN FUND TO PAYROLL ACCOUNT	<u>\$50.00</u>
TOTAL PAYROLL FOR JUNE 2026	<u>\$152,170.86</u>

Upon motion by Councilwoman Blose and seconded by Councilman Ferrara, Borough Council unanimously approved the transfer of funds to the Payroll Account Fund for June 2026.

PUBLIC SAFETY/PUBLIC SERVICE COMMITTEE

APPROVAL OF THE CHIEF OF POLICE REPORT—JUNE 2026

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

APPROVAL OF THE MAGISTRATE'S REPORT—JUNE 2026

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

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PUBLIC SAFETY/PUBLIC SERVICE COMMITTEE CONTINUED:

APPROVAL OF THE FIRE CHIEF'S REPORT—JUNE 2026

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

APPROVAL OF THE ADDITIONS TO ELK RUN FIRE DEPT

Upon motion by Councilman Story and seconded by Councilman Burkett, Borough Council unanimously approved William Clement, Matt Weaver, and George Zambory to Elk Run Fire Dept active list.

APPROVAL OF THE CODE ENFORCEMENT OFFICER'S REPORT—JUNE 2026

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

WASTEWATER TREATMENT COMMITTEE:

APPROVAL OF THE PUBLIC WORKS DEPARTMENT REPORT—JUNE 2026

Upon motion by Councilman Story and seconded by Councilman Ferrara, Borough Council unanimously approved the report of the Public Works Department for June 2026.

APPROVAL OF THE SEWER DEPARTMENT REPORT—JUNE 2026

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

APPROVAL OF THE SEWER VACTOR CREW REPORT—MAY 2026

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

POLICE PENSION REPORT—JUNE 2026

There was no report for June 2026.

APPROVAL OF THE LIBRARY REPORT—JUNE 2026

Upon motion by Councilman Burkett and seconded by Councilman Ferrara, Borough Council unanimously approved the library report for June 2026.

SOLICITOR'S REPORT

Solicitor Nick Ginaivto stated the tree maintenance issue was discussed with the borough manger this morning. The other item is the approval of the personal manual. Council President Smith stated they are still reviewing it and would like to table it for one more meeting.

PRESIDENT'S REPORT

Council President Smith stated that she needed to set up townhall dates for the code review process. Borough Manager Dr. Spencer stated that the email was set up for the public to comment on the codes and the documents were uploaded onto the borough's website for the public to review them. There will be also a notice in the Punxsutawney Spirit with the dates, times, and location for each meeting. After discussion the meetings will be held at the Punxsutawney Community Center on Tuesday, July 21, 2026 from 6 to 8 pm for the Public Safety & Emergency Services codes and Monday, July 27, 2026 from 6-8 pm for the

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PRESIDENT'S REPORT CONTINUED:

Infrastructure, Utilities & Public Works codes; Monday, August 3, 2026 for Neighborhood Quality of Life & Government Services, and Monday, August 10, 2026 for Community Growth, Land Use & Housing time and place to be determined.

MAYOR'S REPORT—JUNE 2026

No Report

FIRE CHIEF REPORT—JUNE 2026

No Report

OLD BUSINESS

Borough Council President Smith asked Police Chief Conrad about the union contract and he stated the committee has not met yet.

Councilman Ferrara asked about the storm damage on Dinsmore Ave for the residents that were affected. Borough Manager Dr. Spencer stated that the insurance company is handling that.

NEW BUSINESS

No Report

BOROUGH MANAGER REPORT

1. The free Community Yard Sale is this Thursday, Friday, and Saturday. No permit is needed to have a sale, however, if someone is putting up signs on property other than their own, they need to follow the sign regulations as far as getting written permission and paying a deposit, which is returned when the sale is over. No signs can be attached to Street Signs, Stop Signs or any Borough or State Property.
2. Stick/debris pick up. DPW has been going around picking up sticks/branches from the recent storms. The debris needs to be on the curb, and we will get to it between other tasks. Mostly in the mornings. Citizens can also take the debris to the compost pile.
3. CDBG for Community Center Roof: Bid opening would be in Jefferson County on August 4 at 2PM. We will need council to approve the successful bidder at the August 10 meeting.
4. PennDOT is requiring bids due back to the borough by 1 pm on the 20th and then the project will be awarded at 2pm on the 20th at the special meeting.
5. Blight Survey: DCED is planning to come to Punxsutawney on August 17th -20th to do the field work for the blight plan's property conditions survey. There should be a total of six. As a reminder, all the inspections will be conducted from public property spaces.
6. Codes: email address was created; Jess Yoder has it and the survey and code review were sent to be uploaded on the website. We will publish in the newspaper and online once the dates are set.
7. All the equipment is here now for live streaming. DPW will start installing it with the help of David Burkett. The goal is to go live at the August 10th meeting.

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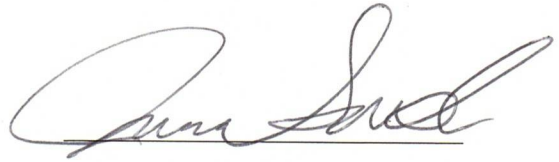
8. I would like to publicly thank our department of public works for all the hard work leading up to the festive. From getting the parking lot finished, the park ready and getting the new canopy up for music in the park, these guys worked really hard, and is shouldn't be lost on anyone.

ADJOURNMENT

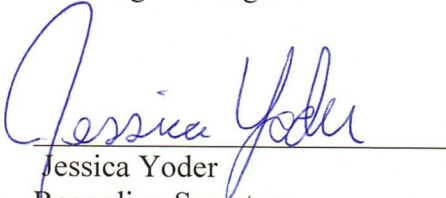
There being no further business to come before Borough Council, the meeting was adjourned at 7:02 p.m. upon motion by Councilman Ferrara, seconded by Councilwoman Blose.



Dr. William Spencer
Borough Manager



Jessica Smith
Council President



Jessica Yoder
Recording Secretary