

A meeting of the Punxsutawney Borough Council was convened on Tuesday, September 8, 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, Josh McAfoos, Sharon Murray, and Jessica Smith. Joe Ferrara and Eric Story were absent.

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

ADDENDUM TO THE AGENDA

Borough Council President Smith stated she needed to add two items onto the agenda

1. Motion to add Patrolman Johnson's probation under the report of the Chief of Police.

Upon motion by Councilman McAfoos and seconded by Councilman Burkett, Borough Council unanimously approved to add Patrolman Johnson's probation under the report of the Chief of Police.

2. Motion to add the DTI contract under the manager's report.

Upon motion by Councilman McAfoos and seconded by Councilwoman Murrery, Borough Council unanimously approved to add the DTI contract under the manager's report.

EXECUTIVE SESSION

Borough Council President Smith stated there was an executive session prior to tonight's meeting for legal and personnel matters.

APPROVAL OF BOROUGH COUNCIL MINUTES—REGULAR MEETING AUGUST 11, 2026

Upon motion by Councilman Burkett and seconded by Councilwoman Blose, Borough Council unanimously approved the Borough Council minutes for the August 11, 2026 regular meeting.

APPROVAL OF THE TREASURER'S REPORT—AUGUST 2026

Upon motion by Councilman McAfoos and seconded by Councilwoman Murrery, Borough Council unanimously approved the Borough Treasurer report for August 2026.

PETITIONS AND COMMENTS

ELK RUN FIRE DEPARTMENT

Charlie Hoeh, 410 Ridge Ave, President of Elk Run Fire Department gave an update on the department buying new equipment and saving the tax payers over \$4 million due to the fundraising the department does. The new building should be complete by early November 2026.

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PETITIONS AND COMMENTS CONTINUED:

PPG SMALL BUSINESS GRANT

Alex Dobson, 412 Graffius Ave., 814-591-5676, came before council asking for an update on the PPG grant. Council President Smith stated she is currently looking into it for a more feasible solution. Alex also asked if the meeting minutes could be uploaded to the website for the community to read them after they are approved. Borough Manager Dr. Spencer stated yes, we will work on getting those uploaded to the website.

ENGINEER REPORT

No Report

LEGAL AND FINANCE COMMITTEE

APPROVAL OF GENERAL & SEWER SYSTEM FUND EXPENDITURES—AUGUST 2026

Upon motion by Councilman McAfoos, and seconded by Councilman Burkett, Borough Council unanimously approved the payment of bills (including payroll) from the General Fund for the month of AUGUST 2026 in the amount of \$186,386.66 and the payment of bills from the Sewer System Fund for the month of August 2026 in the amount of \$165,110.10.

APPROVAL OF TRANSFER OF FUNDS TO PAYROLL ACCOUNT – AUGUST 2026

GENERAL FUND TO PAYROLL ACCOUNT	<u>\$90,183.96</u>
SEWER SYSTEM FUND TO PAYROLL ACCOUNT	<u>\$44,369.91</u>
<u>(Includes Stipend for Borough Treasurer)</u>	
RECREATION FUND TO PAYROLL ACCOUNT	<u>\$9,663.83</u>
<u>(Includes Groundhog Lanes Payroll)</u>	
SOLAR BOND FUND TO PAYROLL ACCOUNT	<u>\$50.00</u>
ECONOMIC LOAN FUND TO PAYROLL ACCOUNT	<u>\$50.00</u>
TOTAL PAYROLL FOR AUGUST 2026	<u>\$144,317.70</u>

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

PUBLIC SAFETY/PUBLIC SERVICE COMMITTEE

APPROVAL OF THE CHIEF OF POLICE REPORT—AUGUST 2026

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

APPROVAL OF ENDING PROBATION

Upon motion by Councilman McAfoos and seconded by Councilman Burkett, Borough Council unanimously approved ending probation for Patrolman Johnson and making him a full-time officer.

APPROVAL OF THE MAGISTRATE'S REPORT—AUGUST 2026

Upon motion by Councilman McAfoos and seconded by Councilman Burkett, Borough Council unanimously approved the report of the Magistrate for August 2026.

PUBLIC SAFETY/PUBLIC SERVICE COMMITTEE CONTINUED:

APPROVAL OF THE FIRE CHIEF'S REPORT—AUGUST 2026

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

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

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

APPROVAL OF THE WORKPLACE SAFETY COMMITTEE MINUTES-JULY 2026

Upon motion by Councilman Burkett and seconded by Councilman McAfoos, Borough Council unanimously approved the report of the Workplace Safety Committee Minutes for July 2026.

WASTEWATER TREATMENT COMMITTEE:

APPROVAL OF THE PUBLIC WORKS DEPARTMENT REPORT—AUGUST 2026

Upon motion by Councilman Burkett and seconded by Councilwoman Murray, Borough Council unanimously approved the report of the Public Works Department for August 2026.

APPROVAL OF THE SEWER DEPARTMENT REPORT—AUGUST 2026

Upon motion by Councilwoman Blose and seconded by Councilman Burkett, Borough Council unanimously approved to report of the Sewer Department for August 2026.

APPROVAL OF THE SEWER VACTOR CREW REPORT—AUGUST 2026

Upon motion by Councilman Burkett and seconded by Councilwoman Murray, Borough Council unanimously approved the report of the Sewer Vactor Crew August 2026.

POLICE PENSION REPORT—AUGUST 2026

There was no report for August 2026.

APPROVAL OF THE LIBRARY REPORT—AUGUST 2026

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

SOLICITOR'S REPORT

Upon motion by Councilwoman Murray and seconded by Councilman McAfoos, Borough Council unanimously approved the Personnel Policies & Procedures Manual.

Upon motion by Councilman Burkett and seconded by Councilwoman Murray, Borough Council unanimously approved the Ordinance Number 1191 vacating Virgin Alley.

Solicitor Nick Ginavtio asked for a motion to approve the code revision proposal. Council President Smith stated that there will be a code revision working meeting following the September 22, 2026 Borough Council Meeting.

PRESIDENT'S REPORT

No Report

MAYOR'S REPORT

No Report

FIRE CHIEF REPORT

No Report

OLD BUSINESS

No Report

NEW BUSINESS

Borough Manager Dr. Spencer stated Katie Laska from the Punxsutawney Chamber of Commerce wanted to know if the fire siren at Central Fire Hall could go off on September 11, 2026 at each time the planes crashed in reembrance of 25 years since 9/11. Councilman McAfoos stated he will get in contact with someone at Central Fire Department to see if someone could set it off.

Borough Manager Dr. Spencer stated that Mary McHenry has been employee with the Borough of Punxsutawney for 50 years as of September 3, 2026.

BOROUGH MANAGER REPORT

Upon motion by Councilman Burkett and seconded by Councilwoman Murray, Borough Council unanimously approved the CDBG award for the Community Center roof project for \$104,900.00 to TRS Roofing.

Upon motion by Councilwoman Murray and seconded by Councilman Burkett, Borough Council unanimously approved the DTI contract and be invoiced \$3,000 per month which will reimbursed back to the borough by the RCAP Grant.

Upon motion by Councilman Burkett and seconded by Councilwoman Blose, Borough Council unanimously approved to extend probation for 60-days on September 18, 2026 for employee number 19414.

Upon motion by Councilman Burkett and seconded by Councilwoman Blose, Borough Council unanimously approved to terminate employment for employee number 19413 on September 18, 2026.

BOROUGH COUNCIL MINUTES

SEPTEMBER 8, 2026 6:00 P.M.

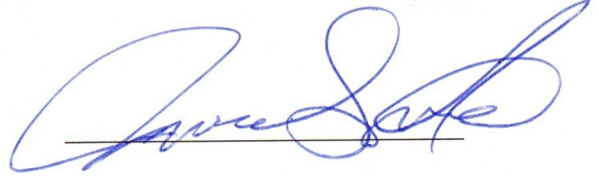
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ADJOURNMENT

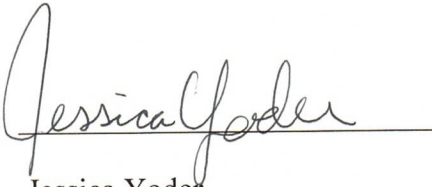
There being no further business to come before Borough Council, the meeting was adjourned at 6:34 p.m. upon motion by Councilman McAfoos, seconded by Councilwoman Blose.



Dr. William Spencer
Borough Manager



Jessica Smith
Council President



Jessica Yoder
Recording Secretary