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**MINUTES OF THE
GLENDON BOROUGH COUNCIL
GLENDON BOROUGH HALL
April 21, 2022**

6 **Presiding:** Donald Young, Council President

8 **Present:** Thomas Elliott – Solicitor
9 Amy Weisenberger-Caswell – Councilperson
10 Donna Breidinger – Councilperson
11 Beth Young – Secretary/Treasurer/Tax Collector

13 **Not Present:** Melody McAllister – Mayor
14 James McAllister-Zoning Officer
15 Kathryn Harstine - Council Vice-President
16 Jeffrey Muschlitz – Councilperson

18 **Visitors:** None

22 The regular meeting of the Glendon Borough Council was held on April 21, 2022 at
23 Glendon Borough Hall. President Donald Young called the meeting to order at 7:02 p.m.
24 with the Pledge of Allegiance and roll call.

27 **Public Participation-**

28 None

30 **Treasurer's Report-**

32 **Bills to be paid:**

33 Councilperson A. Weisenberger-Caswell made a motion to pay one bill from the General
34 Fund. Councilperson D. Breidinger seconded and the motion was unanimously approved.
35 President D. Young questioned the breakdown of the bill for T&M. Treasurer B. Young
36 stated there were charges for the Chapter 94 Report included. She will write a check to
37 reimburse the General Fund from the Sewer Fund for the next meeting in May.

39 **Audit:**

40 Treasurer B. Young explained to Council that she is still working on the 2020 audit with
41 the auditor and was told during a phone conversation that they will be raising their price
42 this year. Treasurer B. Young stated she found that Kunsman Corporation increased their
43 price for the audit from \$1,600.00 to \$1,750.00 in August 2020, and that contract was
44 supposed to be good for three years. The auditor could not say what their new price will
45 be until the audit is completed. Treasurer B. Young stated she will call other auditing
46 firms to get estimates and compare prices.
47

5 **Tax Collector's Report-**

6 President D. Young asked Solicitor Elliott what can be done regarding residents who are
7 behind in garbage payments. He stated residents can be taken to the magistrate and then
8 put liens on properties if no payment is made. President D. Young suggested sending
9 letters to put residents on a monthly payment plan.

10
11 Council reviewed the garbage aging summary. Councilperson D. Breidinger made a
12 motion to send a letter to all residents with delinquent garbage bills offering the following
13 payment plan: Outstanding bills totaling over \$1,000.00 will be divided into an 18-
14 month payment plan and bills under \$1,000.00 will be divided into a 12-month payment
15 plan. Failure to make consistent monthly payments in addition to paying current garbage
16 bills when they come out, will result in being sent to the magistrate. Councilperson A.
17 Weisenberger-Caswell seconded and the motion was unanimously approved.

18
19
20 Councilperson D. Breidinger made a motion to accept the Tax Collector's Report, subject
21 to audit. Councilperson A. Weisenberger-Caswell seconded. The motion was
22 unanimously approved.

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25 **Mayor's Report-**

26 No report was submitted by the Mayor.

27
28 **Zoning-**

29 -Fence permit application for 315 Berger Rd.

30
31 **Engineer Report-**

32 No report was submitted by the engineer.

33
34 Councilperson D. Breidinger made a motion to pass Resolution 2022-2, "A Resolution
35 of the Council of the Borough of Glendon, Northampton County, Pennsylvania,
36 Appointing Keystone Consulting Engineers of Bethlehem, Pennsylvania to Provide
37 Professional Engineering Services for Community Development Block Grant Programs."
38 Councilperson A. Weisenberger-Caswell seconded and the motion was unanimously
39 approved.

40
41 **Committee Reports-**

42 **Signs-** President D. Young stated that he replaced the cracked stop sign post at Main and
43 High St. and fixed the speed limit sign on Crescent St. He did not have time to install the
44 "no truck" signs on Crescent St. but assumed Mr. Teske would be doing so as a PA One
45 Call was already done.

46
47 **Roads-** Councilperson D. Breidinger said Pine Lane is very bad and she is getting runoff
48 on her property. Councilperson A. Weisenberger-Caswell said that there are potholes on

5 **Committee Reports (con't)-**

6
7 **Roads (con't)-** Main St., Holly, Front and Franklin. She also stated that some of the
8 potholes that were filled by The Paving Company have started to sink. President D.
9 Young stated that he spoke with the representative from the Conservation District
10 regarding getting a grant for Pine Lane. He is meeting with him on-site to look at the
11 condition of the road and try to come up with a plan for water control, which is required
12 by MS4 and the Clean Water Act, and necessary to qualify for the grant. Councilperson
13 D. Breidinger asked what could be done with Pine Lane if the Borough does not qualify
14 for the grant. President D. Young stated that one option would be asking one of the
15 property owners to allow a catch basin in the front of their property. A second option
16 would be to pave Pine Lane at a cost to the Borough, with no grant money. The
17 representative from the Conservation District also said that there is no money available
18 for low volume roads, such as Rock and Willow, for at least two years. President D.
19 Young stated that he and Councilperson A. Weisenberger-Caswell can fill potholes in a
20 few weeks, as his work schedule allows.

21
22 **Sewer-** President D. Young is meeting with the HA Thomson insurance adjustor at Pump
23 Station 4 to look at the storm damage. Hydra-Numatic provided an estimate for the new
24 cabinet but there is a 3.5-month lead time due to supply chain issues. An order has been
25 placed for the cabinet with the understanding that the price may change upon delivery.
26 President D. Young stated he will do the electrical repairs. He is also trying to have the
27 insurance company pay for having the tree that hangs over PS 4 taken down to avoid
28 future damage.

29
30 President D. Young stated that he repaired and reset the floats on Pump Station 1, which
31 has stopped the alarms he was receiving.
32

33
34 **Old Business-**

35 **SGS Recovery** – Solicitor Elliott asked Council to decide if the noise level should be
36 changed. President D. Young stated this situation is similar to what the Borough went
37 through with RPL a few years back in that the IO district is situated right next to the R1
38 district and the industrial noise may affect the adjoining residence. President D. Young
39 asked Secretary B. Young to call Borough engineer Monica Wall to see if T&M has a
40 sound engineer on their staff who could give advice regarding rewriting the ordinance
41 and the cost involved.

42
43 **Berger Rd. Phase I project engineer's bill** – Still being worked on

44
45 **Hilton St. West-** Solicitor Elliott stated that the road has been dedicated but the Borough
46 still needs the deed. He asked Secretary B. Young to look for a copy of the letter from
47 Chrin's engineer, a copy of the deed and the maps that were sent to the former secretary.
48

6 **Old Business (con't)-**

7 **Truck Supplies-** President D. Young has not had time to continue to research a camera
8 for the truck.
9

10 **Snow Plow Driver-** Still advertising, President D. Young needs to renew on Careerlink.
11

12 **Low volume/gravel road grant** – Discussed during Road Crew report
13

14 **Road Opening Permits-** Workshop still pending. President D. Young stated that where
15 the road was opened when the Glendon Hotel was demolished, the repairs are sinking and
16 need to be repaired properly. Secretary B. Young will see if a road opening permit was
17 applied for and contact utilities to repair the road.
18

19 **Property Maintenance Code** - Workshop still pending. President D. Young asked
20 Secretary B. Young to find the electronic copy of the Property Maintenance Code and
21 forward to all Council.
22

23 **Berger Rd. Phase II-** Councilperson D. Breidinger stated that the culvert cleanout with
24 Bergey's Tree Service is scheduled for May 7, 2020. President D. Young said he met
25 with the estimator from Minichi, Inc. regarding replacing the guide rail on High Street
26 and also showed him the damage to the guide rail on Berger Rd. at Morvale. He will
27 contact Keystone engineering to see if a portion of the grant money for Phase II may be
28 used to cover the cost of approximately \$16,000.00 for the two sections of new guide rail
29 on Berger. President D. Young is estimating a phone conversation with Keystone to cost
30 a few hundred dollars. Councilperson D. Breidinger made a motion to authorize President
31 D. Young to call Keystone Engineering regarding the Berger Rd. Phase II project.
32 Councilperson A. Weisenberger-Caswell seconded and the motion was unanimously
33 approved.
34

35 **Borough website-** Councilperson D. Breidinger made a motion to have Matt Dees move
36 forward with creating the Borough website with the cost not to exceed \$600.00.
37 Councilperson A. Weisenberger-Caswell seconded and the motion was unanimously
38 approved.
39

40 Councilperson D. Breidinger made a motion to reallocate \$450.00 from the culvert
41 cleanup to the Borough website. Councilperson A. Weisenberger-Caswell seconded and
42 the motion was unanimously approved.
43

44 **25th St. bridge** – Secretary B. Young spoke with a representative from PennDot and was
45 told the work has been done already.
46

47 **Grants for coming year**– Keystone
48
49

6 **Old Business (con't)-**

7 **ESWA High St. restoration-** President D. Young has not received an update from
8 ESWA supervisor, Craig but will give him a call.
9

10 **Permit costs and fees-** Workshop still pending. President D. Young asked Secretary B.
11 Young to send the current list of permit costs to Council for review. Solicitor Elliott
12 suggested adding changes to the fee schedule to cover engineering and, possibly, legal
13 fees.
14

15 **Emergency Operations Plan** – Solicitor Elliott will work on drafting a resolution.
16
17

18 **New Business-**

19 **UGI Letter** – Council reviewed a letter from UGI regarding potentially unsafe conditions
20 at a property on Main St. that require repairs. President D. Young asked Secretary B.
21 Young to call Keycodes to follow up with the property owner.
22

23 **Designated parking spot, 103 Crescent St.** – Linda Readinger requested a designated
24 parking spot in front of her daycare business, to be enforced during business hours, as she
25 is having a problem with her neighbors parking in front of her home, making it difficult
26 for parents to safely bring their children inside. After some discussion, Council decided
27 to not take action at this time due to the cost involved and the lack of police enforcement
28 but will revisit the possibility when there is police coverage from West Easton.
29
30

31 **Announcements/Correspondence:**

32 Williams Township Fire Department covers Glendon Borough and if anyone is interested
33 in volunteering, please contact Williams Township at 610-258-6788.
34

35 Councilperson D. Breidinger made a motion to adjourn. Councilperson A.
36 Weisenberger-Caswell seconded, and the motion was unanimously approved.
37

38 The meeting was adjourned at 9:56 PM.
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45 Respectfully submitted,
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49 Beth Young

1 Secretary