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**MINUTES OF THE  
GLENDON BOROUGH COUNCIL  
GLENDON BOROUGH HALL**

October 22, 2022

6           **Presiding:**           Kathryn Harstine – Council Vice-President

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8           **Present:**           Thomas Elliott – Solicitor  
9                           Amy Weisenberger-Caswell – Councilperson  
10                          Donna Breidinger – Councilperson  
11                          Jeffrey Muschlitz – Councilperson

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14           **Not Present:**       Donald Young – Council President  
15                           Melody McAllister – Mayor  
16                           James McAllister-Zoning Officer  
17                           Beth Young – Secretary/Treasurer/Tax Collector

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19           **Visitors:**           None

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22   The special meeting of the Glendon Borough Council was held on October 22, 2022 at  
23   Glendon Borough Hall. Vice-President Kathryn Harstine called the meeting to order at  
24   11:25 a.m. with the Pledge of Allegiance and roll call.

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27   **Public Participation-** None

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29   Councilperson J. Muschlitz made a motion to add three estimates for paving Willow St. to  
30   the agenda under Old Business. Councilperson D. Breidinger seconded and the motion  
31   was approved. Councilperson A. Weisenberger-Caswell abstained.

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33   Councilperson J. Muschlitz made a motion to reallocate funds to cover Willow St.  
34   roadwork.

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36   Solicitor Elliott stated that the Sunshine Act states that adding an item to the agenda may  
37   be done in an emergency situation, not to address items that are ongoing. Councilperson  
38   J. Muschlitz stated that he feels that repaving Willow St. is an emergency due to the size  
39   of the potholes on Willow and the road is crumbling. He also stated that the cost of asphalt  
40   will increase as the weather gets colder.

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42   Councilperson J. Muschlitz suggested reallocating funds from the \$36,000.00 American  
43   Rescue Plan Act (ARPA) money that was received by the borough, the PLGIT (Liquid  
44   Fuels) account or pulling money from the \$38,000.00 in the garage fund.

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46   Solicitor Elliot further stated that the purpose of this meeting is to discuss the budget.  
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5 **Old Business-**

6 **Approve cost of paint for handicap parking spot-** Councilperson D. Breidinger stated  
7 that she has prices for parking lot paint to paint the handicap parking spot outside Borough  
8 Hall. Jeff Breidinger advised that he will need 2 cans of blue paint and 1 can of white paint  
9 at a cost of \$10.50 per can. He will volunteer his time to paint the parking spot and affix  
10 the handicap parking spot sign to the building. Councilperson D. Breidinger offered to  
11 purchase the supplies at Home Depot, using her 10% military discount to then be  
12 reimbursed by the Borough. Councilperson J. Muschlitz made a motion to have  
13 Councilperson D. Breidinger purchase the paint at Home Depot and to allow Jeff  
14 Breidinger to volunteer his time to paint the parking space and affix the handicap parking  
15 sign to Borough Hall. Councilperson A. Weisenberger-Caswell seconded and the motion  
16 was approved. Councilperson D. Breidinger abstained.  
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18 Solicitor Elliott asked Councilperson D. Breidinger if she knows what the dimensions are  
19 for the parking spot. She stated that she believes the dimensions are approximately  
20 seventeen feet by five feet. Solicitor Elliott asked if those dimensions were specific to a  
21 parking lot parking space, or for street parking. Councilperson D. Breidinger stated those  
22 dimensions are not specific to either. Councilperson A. Weisenberger-Caswell stated that  
23 seventeen feet is needed to allow for wheelchair lift access. Councilperson J. Muschlitz  
24 verified those dimensions through the ADA website.  
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26 Councilperson J. Muschlitz again asked to look at the paving of Willow St. He stated that  
27 there are three bids: \$15,500.00 from The Paving Company, \$19,000.00 from Pip's Paving  
28 and \$16,800.00 from P.C.P Paving. The Paving Company has the lowest bid at \$15,500.00.  
29 Discussion was had regarding voting to approve having the roadwork done on Willow St.  
30 and deciding where to reallocate the money from at the November 10, 2022 meeting.  
31 Councilperson J. Muschlitz stated there is only approximately \$5,000.00 left in the road  
32 fund after spending \$6,000.00 on Holly St., which he felt was unnecessary.  
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34 Councilperson J. Muschlitz made a motion to accept the proposal from The Paving  
35 Company in the amount of \$15,500.00. Councilperson D. Breidinger seconded and the  
36 motion was unanimously approved.  
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38 Solicitor Elliott stated that, having made the approval to have the roadwork done, Council  
39 has committed those funds from the budget and needs to identify from where those funds  
40 will come. Councilperson D. Breidinger stated Council should reallocate the funds right  
41 away. Councilperson J. Muschlitz stated that he feels the American Rescue Plan Act  
42 (ARPA) funds should be used to pay for the repaving of Willow St. Solicitor Elliott asked  
43 if those funds have been spent yet or not. Council, as a whole, was unsure. Councilperson  
44 A. Weisenberger-Caswell stated that funds should come from the maintenance garage.  
45 Councilperson D. Breidinger stated that is where she wanted to pull funds from, as well.  
46 Councilperson J. Muschlitz also suggested paying for the roadwork from the PLGIT  
47 (Liquid Fuels) account. He was advised by Councilperson D. Breidinger that there is not  
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5 **Old Business (con't)-**

6 enough money to take from that account. Councilperson J. Muschlitz passed an accounting  
7 of the Liquid Fuels account balance to Council for their review. He was advised by  
8 Councilperson A. Weisenberger-Caswell and Vice-President K. Harstine that those may  
9 not be randomly spent. Councilperson A. Weisenberger-Caswell stated that she agreed with  
10 pulling the money from the garage fund. After reviewing the budget line items,  
11 Councilperson J. Muschlitz questioned the purpose of the money allocated for the MS4.  
12 Solicitor Elliott stated that is the Federal requirement for stormwater controls, specifically  
13 that polluted water is getting into our streams that was not previously regulated under the  
14 Clean Water Act. Councilperson D. Breidinger made a motion to reallocate \$15,500.00  
15 from the garage reserve to the roads and bridges repair and maintenance fund, budget line  
16 item 438. Solicitor Elliott stated, "I know this has come up before and I don't want to put  
17 too fine a point on it but Don (Young) has made the point that's for the garage and he is  
18 right. We have to spend it this year but the expectation, I guess, is that at some point, we  
19 will do that. So, just because it is the current budget and not spent, it doesn't mean we can't  
20 use it but it would be appropriate, as we decide what we're going to spend money on next  
21 year, to put that back in if that's an expenditure that Council wants to make. My point is  
22 that it's not disappeared.". Councilperson J. Muschlitz seconded and the motion was  
23 unanimously approved.  
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27 **New Business –**

28 **2023 Budget-** Councilperson J. Muschlitz made a motion to ask the Treasurer for a  
29 worksheet for the next budget meeting. He was advised by the rest of Council that  
30 everybody has a copy of the budget from the finalization of the 2022 budget in December  
31 2021.  
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33 General discussion was had regarding matching the Profit and Loss statement from  
34 QuickBooks to the budget spreadsheet. Councilperson J. Muschlitz stated he knows people  
35 who work with QuickBooks and has spoken with Lorie Thomas.  
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37 Councilperson D. Breidinger stated that a motion was not necessary to obtain a worksheet  
38 for a meeting. Solicitor Elliott agreed and the motion did not move forward.  
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40 Council discussed scheduling the next budget meetings on either Tuesday, November 1,  
41 2022 or Thursday, November 3, 2022 at 6:00 p.m., depending on the Treasurer's  
42 availability. Councilperson J. Muschlitz questioned the time needed to advertise the final  
43 budget. Solicitor Elliott advised that a tentative budget must be adopted by the end of  
44 November and made publicly available for ten days.  
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8 **Announcements/Correspondence**

9 Williams Township Fire Department covers Glendon Borough and if anyone is interested  
10 in volunteering, please contact Williams Township at 610-258-6788.  
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16 Councilperson J. Muschlitz made a motion to adjourn. Councilperson D. Breidinger  
17 seconded, and the motion was unanimously approved.  
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19 The meeting was adjourned at 12:19 p.m.  
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25 Respectfully submitted,  
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29 Beth Young  
30 Secretary  
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33 [NOTE: These minutes have been prepared by me from available information, including  
34 a tape recording and the notes of persons in attendance.]