

1
2
3
4
5
6
7
8
9
10
11
12
13

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

December 8, 2022

14
15
16
17

Presiding: Donald Young – Council President

18
19
20
21

Present: Thomas Elliott – Solicitor
Kathryn Harstine - Council Vice-President
Amy Weisenberger-Caswell – Councilperson
Donna Breidinger – Councilperson
Jeffrey Muschlitz – Councilperson

22
23
24
25

Not Present: Melody McAllister – Mayor
James McAllister-Zoning Officer
Beth Young – Secretary/Treasurer/Tax Collector

26
27
28
29

Visitors: William Skrobut, Natasha Grotenhuis, Mike Veres, Tom
McMonigle, Jim Preston

30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47

The regular meeting of the Glendon Borough Council was held on December 8, 2022 at Glendon Borough Hall. President Donald Young called the meeting to order at 7:00 p.m. with the Pledge of Allegiance and roll call.

Public Participation-

Tom McMonigle and Jim Preston, representing Chrin, spoke to Council regarding a property subdivision. Mr. Preston stated they need Council's approval regarding a subdivision of one of their properties. Mr. McMonigle stated the property is along Berger Rd., containing the ball fields. He said that 97% of the property is in Williams Township but a small piece of the property is in Glendon. The property is being subdivided and transferred in accordance to an agreement with Williams Township. Lot 1 is a ballfield that is being wholly transferred to Williams Township. Lot 2 is 32 acres of farmland that will remain in Chrin's ownership and is going into land preservation. Lot 3 is cut off by railroad tracks but is in Williams Township, not subject to conservation use and Lot 4 is the small piece of land that is in Glendon, also not subject to conservation use. The plan has already been approved by Williams Township and Lehigh Valley Planning Commission (LVPC) but they also need Glendon to sign off on their plans due to the small portion of farmland that is in the Borough. Solicitor Elliott asked to see the LVPC and LVPC engineer review letters. Solicitor Elliott asked why Glendon was just hearing about this after reviewing paperwork from LVPC and Williams Township that had been approved in 2020 and 2021. President D. Young asked how soon they need approval. Mr. McMonigle said they need approval by the next week in order to get all municipal signatures complete and delivered to LVPC. President D. Young suggested having Mr.

5 **Public Participation (con't)-**

6 McMonigle attend the next Council meeting on December 15, 2022 to give Solicitor Elliott
7 and Zoning Officer J. McAllister time to review the documents.
8

9 President D. Young asked Mr. McMonigle if any further discussion was had regarding the
10 lot behind Borough Hall that could possibly be transferred to Glendon for the construction
11 of a maintenance garage for the Borough. Mr. McMonigle stated that he had spoken to
12 Greg Chrin a while ago and will mention it to him again. He also mentioned the right of
13 way that runs through the lot that could make any development difficult. President D.
14 Young stated that he is aware of that and it may not be a problem.
15

16 Mike Veres asked about the status of his complaints against 6 High St. and 2 High St.
17 President D. Young said that it was discussed at the last meeting and nothing has changed
18 and to call Mayor M. McAllister.
19

20 Mr. Veres also complained about 10 ton of stone at 215 High St. that may impair snow
21 plows going down that Street. President D. Young stated he will ask Mayor M. McAllister
22 to take a look at it.
23
24

25 **Minutes-**

26 Councilperson A. Weisenberger-Caswell made a motion to approve the minutes for
27 November 10, 2022 and October 22, 2022, as presented. Vice-President K. Harstine
28 seconded and the motion was unanimously approved.
29
30

31 **Treasurer's Report-**

32 **Bills to be paid:**

33 Councilperson A. Weisenberger-Caswell made a motion to pay all bills from the General
34 Fund, Sewer Fund and Liquid Fuels. Councilperson D. Breidinger seconded and the motion
35 was approved. President D. Young abstained.
36

37 **Sewer Bills:**

38 President D. Young stated that he does not believe any households were posted for water
39 shut-off.
40

41 **2021 Audit-**

42 Council reviewed the audit findings letter from The Kunsman Corp stating that the
43 Borough passed the audit for 2021. Councilperson A. Weisenberger-Caswell made a
44 motion to accept the audit findings from The Kunsman Corp for the 2021 audit.
45 Councilperson D. Breidinger seconded and the motion was unanimously approved.
46
47
48

5 **Tax Collector's Report-**

6 Councilperson D. Breidinger made a motion to accept the Tax Collector's Report, subject
7 to audit. Vice-President K. Harstine seconded and the motion was unanimously approved.
8

9 Council reviewed the Garbage A/R report. President D. Young asked Solicitor Elliott
10 about the status of the properties that need to have a lien placed. He stated that he has been
11 very busy with other Borough business but will work on placing the liens. All residents on
12 the payment plan are current with payments; no new requests for liens have been sent to
13 Solicitor Elliott.
14

15 **Act 57 Tax Waiver:**

16 Solicitor Elliott stated that he emailed a copy of the ordinance to Council for review and it
17 has been advertised to be adopted at the next meeting.
18

19 **Mayor's Report-**

20 No report submitted.
21

22 **Zoning-**

23 Councilperson A. Weisenberger-Caswell reported on behalf of Zoning Officer, J.
24 McAllister. One application was submitted by Chrin for a fence permit.
25

26 **Engineer Report-**

27 Council reviewed the invoice from T&M. President D. Young stated that he has engineer
28 Monica Wall working on the MS4 waiver, hoping to be approved again.
29

30 **Committee Reports-**

31 **Signs-** President D. Young stated there have been no new signs put up and nothing is
32 currently down or missing except the sign at High & Franklin.
33

34 **Roads-** President D. Young stated that Willow St. was repaved. Vice-President K.
35 Harstine asked about the pothole near the drain by the old bridge on Main St. President D.
36 Young asked Councilperson A. Weisenberger-Caswell if she would be able to fill the hole
37 with cold patch. She said she will do so.
38

39 **Sewer-** Council reviewed the new contract with increased pricing from RKR Hess for
40 pump station inspections. President D. Young shared that the price is going up \$10.00 a
41 month, totaling a \$120.00 increase for the year. Solicitor Elliott stated that he would like
42 to review the contract before it is signed. Councilperson A. Weisenberger-Caswell made
43 a motion to accept the contract with RKR Hess tentative to Solicitor Elliott's approval.
44 Councilperson D. Breidinger seconded and the motion was unanimously approved.
45 President D. Young asked Council to look at the inspection report from RKR Hess stating
46 that the lid on Pump Station 2 is sticking and will not open. President D. Young asked
47 Councilperson J. Muschlitz if he would inspect the lid to see why it is sticking.
48 Councilperson J. Muschlitz shook his head "no" and asked about having the pump stations

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

7 cleaned. He is going to contact Allstate Septic Systems to get a bid to have the pump
8 stations pressure washed, since President D. Young has not gotten a return call from
9 Bethlehem Septic Service to do so.

10
11 **Old Business-**

12 **Hilton St. West-** Nothing new to report

13
14 **Truck Supplies-** President D. Young is still researching a camera for the truck.
15

16 **Snow Plowing-** President D. Young stated that West Easton has an extra plow driver who
17 is interested in working for Glendon as a paid employee. Councilperson D. Breidinger
18 stated that Council already made a decision in hiring Chrin and, in her opinion, everyone
19 should stand by that decision rather than “fooling around” with all the what-ifs in hiring
20 someone else. President D. Young said that hiring a Borough employee does not negate
21 using Chrin’s services. Councilperson D. Breidinger further stated that Chrin should be
22 the only snow removal service the Borough uses and to not hire any additional Borough
23 employees. President D. Young stated that he and Solicitor Elliott reviewed the contract
24 from Chrin and questioned some of the details. Solicitor Elliott stated that the details of
25 the contract submitted by Chrin are not consistent with the bid specifications that were put
26 out during the two rounds of advertised bidding. President D. Young said that he is
27 concerned with the “holds harmless” clause in Chrin’s contract as that is the exact reason
28 another contractor did not submit a bid when packets were sent out during the first two
29 rounds. Solicitor Elliott suggested contacting that contractor and having them submit a bid,
30 without the requirement to indemnify the Borough, to compare with Chrin’s bid. President
31 D. Young will reach out to that company to have them submit a bid. He also stated that he
32 would still like to interview the plow driver for West Easton and if he cannot work this
33 season, he may be a good candidate for next year.
34

35 **Low volume/gravel road grant – Rock, Willow, Pine & Holly-** Nothing new to report
36

37 **Property Maintenance Code –** Solicitor Elliott stated that Council needs to review the
38 memo from him and then schedule a workshop to decide what changes they want to make.
39 Council agreed to schedule a workshop on January 12, 2023 at 6:00 p.m., prior to the
40 regularly scheduled meeting.
41

42 **Berger Rd. Phase II-** Council needs to decide what to do with the grant money and
43 whether to turn it back in or not.
44

45 **Grants for coming year–** Nothing new to report
46

47 **ESWA High St. restoration-** President D. Young said that ESWA is in the process of
48 restoring the curbing on High Street.

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

6 **Emergency Operations Plan** – Solicitor Elliott stated that he emailed the notification list
7 that needs to be updated to Secretary B. Young and that a workshop will need to be
8 scheduled at some point to approve the final plan.
9

10 **SGS Recovery** – Solicitor Elliott stated there is nothing new to report.
11

12 **Garbage contract-** President D. Young stated that the garbage contract has been put out
13 for bid. The bid opening will be Thursday, December 15, 2022 at 7:00 p.m.
14

15 **2023 Budget-** President D. Young asked Council if they wanted to make any changes to
16 the 2023 budget. No modifications were suggested. Solicitor Elliott stated the budget and
17 resolution may be approved at the meeting on Thursday, December 15, 2022.
18

19
20 **New Business-** Councilperson D. Breidinger stated that when The Paving Company
21 repaved Willow St., they left about a ten-inch gap between where they stopped paving and
22 the edge of her property which is washing out and creating mud. Councilperson J.
23 Muschlitz said he will give her the phone number for The Paving Company so she can call
24 them to try and find a solution.
25

26
27 **Announcements/Correspondence**

28 Williams Township Fire Department covers Glendon Borough and if anyone is interested
29 in volunteering, please contact Williams Township at 610-258-6788.
30

31
32 Vice-President K. Harstine made a motion to adjourn. Councilperson A. Weisenberger-
33 Caswell seconded, and the motion was unanimously approved.
34

35
36 The meeting was adjourned at 8:19 p.m.
37

38
39 Respectfully submitted,
40

41
42
43 Beth Young
44 Secretary
45

46 [NOTE: These minutes have been prepared by me from available information, including
47 a tape recording and the notes of persons in attendance.]