

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22

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

February 9, 2023

Presiding: Donald Young – Council President

Present: Thomas Elliott – Solicitor
Kathryn Harstine - Council Vice-President
Amy Weisenberger-Caswell – Councilperson
Donna Breidinger – Councilperson
Jeffrey Muschlitz – Councilperson
Beth Young – Secretary/Treasurer/Tax Collector

Not Present: Melody McAllister – Mayor
James McAllister-Zoning Officer

Visitors: Mike Strahn, George Washburn, Mike Veres, Richard Hall,
William Skrobut, Natasha Grotenhuis

23 The regular meeting of the Glendon Borough Council was held on February 9, 2023 at
24 Glendon Borough Hall. President Donald Young called the meeting to order at 7:01 p.m.
25 with the Pledge of Allegiance and roll call.
26
27

Public Participation-

28
29 Mike Strahn, Director of Public Works for Williams Township, spoke to Council regarding
30 the potential closure of Industrial Drive in the spring or summer of 2023 due to construction
31 surrounding the maintenance garage being built by Chrin. There are train tracks crossing
32 Industrial Dr. that run through both Glendon and Williams Twp. that have created a hump
33 in the road. Chrin is offering to level that part of the road, at no cost to either Glendon or
34 Williams, while they have Industrial Drive dug up to run utility lines. Mr. Strahn asked if
35 Glendon would be agreeable to allowing Chrin to do so. President D. Young stated that
36 Chrin has not presented any plans to Glendon showing the proposed road work. Mr. Strahn
37 stated that Williams Township has not received any plans from Chrin either. President D.
38 Young directed Secretary B. Young to call Tom McMonigle from Chrin to ask when they
39 intend to present plans to both municipalities. Vice-President K. Harstine questioned
40 where tractor trailer traffic will go if Chrin closes Industrial Drive. President D. Young
41 asked the rest of Council if they had any objections to leveling out the train tracks. Solicitor
42 Elliott asked about Chrin obtaining a road opening permit and the possibility of closing
43 one lane at a time, as opposed to closing the entire road to allow traffic through during
44 construction. George Washburn, Williams Township Supervisors Chairperson, stated that
45 he would think that Chrin would try to lay out a traffic plan but the main reason for he and
46
47

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

6 Mr. Strahn attending Glendon's meeting is to see if Council would approve having the train
7 tracks leveled out. President D. Young stated everything depends on the scope of Chrin's
8 plans and whether or not they need to go through LVPC for approval.
9

10 Mike Veres stated that the street light in front of his house at 4 High Street is out. Secretary
11 B. Young will notify Med-Ed of the outage.
12

13 Natasha Grotenhuis questioned the increase in the annual garbage bill. President D. Young
14 explained that the contract was put out for bid and Council voted on the lowest bidder
15 which is evenly divided among the number of households in the Borough. She asked if
16 residents are permitted to contract with their own garbage hauler. President D. Young
17 stated that she may hire an independent hauler but that would be in addition to, not a
18 replacement to the contracted hauler and the garbage bill for the Borough would still be
19 due. Ms. Grotenhuis further stated that for the increase in the garbage bill, she would like
20 to see recycling and garbage cans provided to the residents.
21

22 Mike Veres stated that Williams Township allows their residents to contract with their own
23 garbage haulers. Solicitor Elliott stated that some municipalities do allow that but then
24 other residents in those neighborhoods complain about the truck traffic due to the multiple
25 garbage haulers on their roads.
26

27
28 **Complaints-**

29 Council discussed a complaint received from John Transue at 111 Crescent Street
30 regarding traffic driving the wrong way on Crescent which is a one-way street. He is asking
31 for a "No Left Turn" sign to be installed under the stop sign at High and Crescent. After
32 some discussion, Council decided to not take any action since there are already "Do Not
33 Enter" and "One Way" signs posted identifying Crescent as a one-way street and another
34 sign will not change a driver's behavior who is already not obeying the signs that are
35 currently posted.
36

37 **Minutes-**

38 Councilperson D. Breidinger made a motion to approve the minutes for January 12, 2023,
39 as presented. Councilperson A. Weisenberger-Caswell seconded and the motion was
40 unanimously approved.
41

42
43 **Treasurer's Report-**

44 **Bills to be paid:**

45 Vice-President K. Harstine made a motion to pay all bills from the General Fund, Sewer
46 Fund and Liquid Fuels. Councilperson D. Breidinger seconded and the motion was
47 approved. President D. Young abstained.
48

5 **Treasurer's Report (con't)-**

6 **Sewer Bills:**

7 There were no households posted for water shut-off.
8

9 **Need to update Treasurer's QuickBooks to QB Plus:**

10 Treasurer B. Young stated that she was told by a representative at QuickBooks that the
11 current QB program being used for banking and payroll will no longer be supported as of
12 May 31, 2023. The price to upgrade to QuickBooks Plus 2023 is \$540.00. Councilperson
13 D. Breidinger made a motion to upgrade QuickBooks to QB Plus at a price not to exceed
14 \$700.00. Vice-President K. Harstine seconded. Councilperson J. Muschlitz found on the
15 QuickBooks website that upgrading to QuickBooks Desktop Premier Plus is \$799.00.
16 President D. Young directed Treasurer B. Young to obtain a firm price on the upgrade. If
17 it is equal to or below \$700.00 the upgrade may be made; if it is above \$700.00, Council
18 will need to reallocate the funds before upgrading. The motion was unanimously approved.
19

20 **Tax Collector's Report-**

21 Vice-President K. Harstine made a motion to accept the Tax Collector's Report, subject to
22 audit. Councilperson D. Breidinger seconded and the motion was unanimously approved.
23

24 **Overdue Garbage Bills:**

25 Solicitor Elliott stated that he has completed ten liens and will file six of them with the
26 courthouse on February 10, 2023. He sent an email to Tax Collector B. Young requesting
27 copies of invoices for the remaining four accounts.
28

29 Council reviewed the Garbage A/R report. Tax Collector B. Young stated that everyone on
30 the monthly payment plan is up to date, no new lien requests have been submitted to
31 Solicitor Elliott.
32

33 **2022 Audit review date and confirmation:**

34 Councilperson J. Muschlitz requested to have an update regarding the 2022 audit. He asked
35 if we have the same auditing firm and if it is in the process of being accomplished.
36 President D. Young stated that we do have the same firm and the audit for 2022 has been
37 started, is still under review and is complete when the auditor is satisfied with her findings.
38

39 **Mayor's Report-**

40 No report submitted.
41

42 **Zoning-**

43 Reporting on behalf of Zoning Officer, J. McAllister, Councilperson A. Weisenberger-
44 Caswell stated that one fence permit application was submitted for Dhollandia.
45

46 **Engineer Report-**

47 No report submitted.

7 **Committee Reports-**

8 **Signs-** Nothing new to report.
9

10 **Roads-** President D. Young stated that the pothole on Main St. is getting bigger and still
11 needs to be filled with cold patch. Councilperson A. Weisenberger-Caswell stated that she
12 will fill it over the weekend or beginning of the upcoming week.
13

14 **Sewer-** President D. Young stated that the pump stations were cleaned for under the
15 amount budgeted and have had no other problems.
16

17
18 **Old Business-**

19 **Hilton St. West-** Solicitor Elliott stated that he sent a letter to Tom McMonigle and
20 Attorney Preston. He is waiting for their response.
21

22 **Property Maintenance Code** – Solicitor Elliott stated that he is almost finished revising
23 the PMC but asked Council to give thought to their proposed revisions to the section on
24 motor vehicles.
25

26 **Grants for coming year**– Nothing new to report
27

28 **Emergency Operations Plan** – A workshop to discuss the EOP is scheduled for 6:30 on
29 April 13, 2023.
30

31 **SGS Recovery** – Solicitor Elliott stated there is nothing new to report.
32

33 Vice-President K. Harstine questioned the three charges on the sewer bill. President D.
34 Young stated the first line of the bill is a \$50.00 flat administrative fee that covers
35 administration work. The second line is the maintenance fee, which was tripled, and is
36 based on usage. The third line is the usage fee which is a pass-through to the City of Easton.
37 Solicitor Elliott asked if the maintenance fee covered routine maintenance or if there is a
38 capital improvement that could be made to upgrade the system to avoid frequent service
39 calls. President D. Young stated that he, Solicitor Elliott and former Councilperson Lorie
40 Thomas, initiated saving money through depreciation for a capital improvement fund since
41 grant money is not always available when major upgrades need to be made.
42

43 Councilperson D. Breidinger asked what is covered by administrative fees. President D.
44 Young stated that fee covers time spent for billing, insurance payments, Solicitor Elliott's
45 time and postage related to the Sewer Fund.
46
47
48

7 **New Business-**

8 Councilperson J. Muschlitz made a motion to approve the Property Maintenance Code of
9 2021. Solicitor Elliott stated that it is not ready to be approved. The motion was not
10 seconded and no action was taken.

11
12 Councilperson J. Muschlitz stated that he had been reading older minutes regarding pricing
13 for striping Main Street and High Street and reaching out to PennDOT regarding their
14 agility program which would trade services in the form of having Glendon's public works
15 employee cut weeds along state roads in the Borough to pay back the cost of having the
16 striping work done He was advised that PennDOT was not interested in making an
17 agreement with Glendon due to the fact that there is not enough state property in Glendon
18 to evenly pay back the cost of having them stripe our roads. It was noted that West Easton
19 made the same request and was denied for the same reason which is why none of the roads
20 in West Easton are striped.

21
22 Councilperson J. Muschlitz made a motion to make masks optional in Borough Hall.
23 Solicitor Elliott stated that the topic needed to be added to the agenda under New
24 Business. Councilperson J. Muschlitz made a motion to add making masks optional in
25 Borough Hall to the agenda. Vice-President K. Harstine seconded. The motion was
26 approved with Vice-President K. Harstine, Councilpersons D. Breidinger and J.
27 Muschlitz in favor. President D. Young and Councilperson A. Weisenberger-Caswell
28 opposed.

29
30 Councilperson J. Muschlitz made a motion to make masks optional in Borough Hall for
31 residents, Council persons and people, in the future after the current meeting. Vice-
32 President K. Harstine seconded. She then stated that she is not vaccinated and COVID is
33 an ongoing issue. President D. Young stated he is also not vaccinated. Councilperson J.
34 Muschlitz said that they could then wear a mask or if someone is sick, they should wear a
35 mask in public. President D. Young stated that not everyone uses good logic in wearing
36 masks when they are sick which is why the mask mandate is still in effect in Borough Hall.
37 Councilperson J. Muschlitz stated that he thinks three years and two months of mask
38 wearing is enough as they do not enforce it at the courthouse or other council meetings in
39 our area that he knows of. He stated he only wears a mask at his doctor's offices. The
40 motion was defeated with President D. Young, Vice-President K. Harstine, Councilpersons
41 D. Breidinger and A. Weisenberger-Caswell opposed; Councilperson J. Muschlitz in favor.

42
43
44 **Announcements/Correspondence**

45 Williams Township Fire Department covers Glendon Borough and if anyone is interested
46 in volunteering, please contact Williams Township at 610-258-6788.
47
48

7 Councilperson D. Breidinger made a motion to adjourn. Councilperson A. Weisenberger-
8 Caswell seconded, and the motion was unanimously approved.
9

10
11 The meeting was adjourned at 8:10 p.m.
12
13

14 Respectfully submitted,
15
16
17

18 Beth Young
19 Secretary
20