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

March 9, 2023

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

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8           **Present:**                     Melody McAllister – Mayor  
9                                     Thomas Elliott – Solicitor  
10                                    Kathryn Harstine - Council Vice-President  
11                                    Amy Weisenberger-Caswell – Councilperson  
12                                    Donna Breidinger – Councilperson  
13                                    Jeffrey Muschlitz – Councilperson  
14                                    Beth Young – Secretary/Treasurer/Tax Collector

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16           **Not Present:**             James McAllister-Zoning Officer

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18           **Visitors:**                 Mike Veres, Richard Hall, Judy Hughes-Kopach

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21   The regular meeting of the Glendon Borough Council was held on March 9, 2023 at  
22   Glendon Borough Hall. President Donald Young called the meeting to order at 7:00 p.m.  
23   with the Pledge of Allegiance and roll call.

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26   **Public Participation-**

27   Mike Veres stated that the street light in front of 3 High St. is on constantly. Secretary B.  
28   Young will submit a request to have MetEd send a crew out.

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30   **Complaints-**

31   Councilperson J. Muschlitz submitted a written complaint regarding the condition of 299  
32   Main St. Solicitor Elliott provided Council with copies of section 111 of the 2021 Property  
33   Maintenance Code regarding unsafe structures and equipment. He stated that the easy  
34   route would be to contact the residents through certified mail. Based on the condition of  
35   the property, he believes there is a basis to start the notice of violation process and post the  
36   property. Solicitor Elliott researched who owns the property and found a deed in the names  
37   of Mario Russo (deceased), his brother Frank Russo (deceased) and Frank's wife, Patricia  
38   Russo. He further stated that commitment to this project could be lengthy and costly.  
39   Preparing a full civil complaint in the court of common pleas, filing it and having the sheriff  
40   attempt service could cost approximately \$3,500.00-\$8,000.00, depending on the  
41   involvement by the defendant property owners. Councilperson D. Breidinger asked about  
42   the possibility of the Borough having the property torn down. President D. Young stated  
43   that, based on numbers received when looking into taking down the Glendon Hotel, prices  
44   at that time were approximately \$173,000.00. Councilperson J. Muschlitz asked if the  
45   property owners can be notified and a lien placed for costs involved. Council discussed  
46   the fact that multiple liens are already placed  
47

5 **Complaints (con't)-**

6 against the property by Glendon, the City of Easton and the fire departments involved from  
7 the 2008 fire, in the amount of approximately \$10,000.00. Councilperson J. Muschlitz  
8 stated that he believes the immediate concern regarding the property is the fence that has  
9 been put up and the dumping of tires and mattresses and warrants a notice. Mayor M.  
10 McAllister said that she is willing to visit the site and asked Councilperson J. Muschlitz to  
11 go with her. He said that he would text her to set up a time to meet.  
12

13 **Minutes-**

14 Councilperson A. Weisenberger-Caswell made a motion to approve the minutes for  
15 February 9, 2023, as presented. Vice-President K. Harstine seconded and the motion was  
16 unanimously approved.  
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19 **Treasurer's Report-**

20 **Bills to be paid:**

21 Vice-President K. Harstine made a motion to pay all bills from the General Fund.  
22 Councilperson D. Breidinger seconded and the motion was approved. President D. Young  
23 and Councilperson A. Weisenberger-Caswell abstained.  
24

25 Councilperson A. Weisenberger-Caswell made a motion to pay all bills from the Sewer  
26 Fund and Liquid Fuels. Councilperson D. Breidinger seconded and the motion was  
27 unanimously approved.  
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29 **Sewer Bills:**

30 There were no households posted for water shut-off.  
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33 **Tax Collector's Report-**

34 Vice-President K. Harstine made a motion to accept the Tax Collector's Report, subject to  
35 audit. Councilperson A. Weisenberger-Caswell seconded and the motion was unanimously  
36 approved.  
37

38 **Overdue Garbage Bills:**

39 Tax Collector B. Young stated that not everyone on the monthly payment plan is up to  
40 date. She wants to reach out to the property owners once more before forwarding the  
41 information to Solicitor Elliott to place a lien.  
42

43 **Resolution 2023-1:**

44 Councilperson A. Weisenberger-Caswell made a motion to adopt Resolution 2023-1, "A  
45 resolution changing the annual fee for the collection and disposal of residential refuse in  
46 Glendon Borough, Northampton County, Pennsylvania", raising the annual garbage fee  
47 from \$200.00 to \$328.00. Councilperson D. Breidinger seconded and the motion was  
48 unanimously approved.

5 **Mayor's Report-**

6 Mayor M. McAllister said that there is not much going on except for following up with the  
7 issues at 299 Main St. She thanked Councilperson A. Weisenberger-Caswell and Vice-  
8 President K. Harstine for filling potholes.  
9

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11 **Zoning-**

12 Reporting on behalf of Zoning Officer, J. McAllister, Mayor M. McAllister said that there  
13 have been multiple zoning applications for Chrin's maintenance garage and PennStro's  
14 new office building at 215 Hilton St. Dhollandia, 200 Hilton St., applied for a fence permit.  
15 A resident on Berger Rd. asked to use a shipping container as a shed in his yard. The  
16 property owner of 111 Main St., where the house was torn down, asked if he could place a  
17 trailer on the property due to setbacks. He was advised that he would need to submit plans  
18 with more information before a decision could be made. Mayor M. McAllister said that  
19 she has spoken with Mr. Weiss from Northampton County regarding the proposed housing  
20 to be built on the former Glendon Hotel site. He said they are waiting for grants but still  
21 intend to build five moderate to low-income housing units.  
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24 **Engineer Report-**

25 Invoices were given to Council for review.  
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28 **Committee Reports-**

29 **Signs-** The wrong-way sign at High and Crescent St. is very faded and needs to be replaced.  
30 President D. Young said that there are no new wrong-way signs but there is a do not enter  
31 sign available at Borough Hall. Councilperson A. Weisenberger-Caswell said she will  
32 work on getting the new sign put up one weekend, depending on weather. Vice-President  
33 K. Harstine said she will help.  
34

35 **Roads-** President D. Young stated that the potholes have been filled.

36 **-Striping Main & High-** Councilperson J. Muschlitz asked if Council is interested in  
37 striping Main & High St. Councilperson A. Weisenberger-Caswell stated that potholes in  
38 the middle of Main St. need to be filled in first. Mike Veres asked why High St. couldn't  
39 be striped while waiting to fill potholes on Main St. Councilperson D. Breidinger stated  
40 that when she spoke with the striping contractor, she was told that the estimate she was  
41 given was based on striping both streets at the same time. If only one road was striped at  
42 a time, the estimate would need to be redone and would be higher. Council reviewed an  
43 estimate from June 2022; Councilperson D. Breidinger will call the contractor for an  
44 updated estimate for 2023. President D. Young said there should be money available to  
45 reallocate from snow removal for road work and he will contact Keystone Engineering to  
46 see if any grants are available for the year.  
47

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

7 **Roads (con't)-**

8 **-Street Sweeping-** Councilperson J. Muschlitz called Martins Street Sweeping in  
9 Nazareth to get an estimate for sweeping all of Main St, Front St, Berger Rd., Island Park  
10 Rd. and Morvale but needs to know the mileage to estimate the cost. President D. Young  
11 said the Borough is exactly 11 miles of single lane road. Councilperson J. Muschlitz said  
12 he will call them back with the mileage to obtain an estimated cost of sweeping.  
13

14 **-Clean storm waterways on Berger-** Councilperson J. Muschlitz said that the culvert on  
15 Berger Rd. develops a pond and needs to be cleaned out. He asked if this project is what  
16 the money budgeted for the MS4 is to be used for. President D. Young explained that the  
17 money in reserve for the MS4 is for when the Borough no longer receives a waiver, there  
18 are a lot of very costly, mandatory requirements to be done to be in compliance with  
19 regulations. Councilperson J. Muschlitz said that he would be willing to clean out the  
20 culvert himself and Vice-President K. Harstine stated she would flag for him.  
21 Councilperson A. Weisenberger-Caswell made a motion to authorize Councilperson J.  
22 Muschlitz and Vice-President K. Harstine to clean out the culvert. Councilperson D.  
23 Breidinger seconded and the motion was unanimously approved.  
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25 **Sewer-** President D. Young stated that there is nothing new to report.  
26

27 **Old Business-**

28 **Hilton St. West-** Solicitor Elliott stated that he sent an email to Tom McMonigle asking  
29 for the deed so he could prepare a resolution.  
30

31 **Property Maintenance Code** – Solicitor Elliott reviewed handouts he gave to Council  
32 and discussed section 101.3a regarding the Code Enforcement Officer determining  
33 compliance with code requirements. Council also reviewed the sections regarding weeds  
34 and motor vehicle regulations. Solicitor Elliott said that action did not need to be taken at  
35 the meeting but advised Council to think about how they want to amend the ordinances.  
36 A workshop for the Property Maintenance Code was scheduled for April 13, 2003 at 6:00  
37 p.m., prior to the regularly scheduled meeting.  
38

39 **Grants for coming year**– Nothing new to report  
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41 **Emergency Operations Plan** – Solicitor Elliott stated that a draft of the EOP had been  
42 emailed to Council in August and the notification list and vulnerable businesses are the  
43 only things that have been updated. Councilperson D. Breidinger made a motion to add  
44 adopting Resolution 2023-2 to the agenda. Vice-President K. Harstine seconded and the  
45 motion was unanimously approved. Councilperson A. Weisenberger-Caswell made a  
46 motion to adopt Resolution 2023-2 “A resolution of the Glendon Borough Council,  
47 Northampton County, Pennsylvania, adopting the 2022 Emergency Operations Plan for  
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6 **Old Business (con't)-**

7 **Emergency Operation Plan (con't)-** Glendon Borough” and to promulgate the resolution  
8 and plan. Councilperson D. Breidinger seconded and the motion was unanimously  
9 approved

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11 **SGS Recovery** – Solicitor Elliott stated that he has not had any updates from SGS  
12 Recovery but will give them a call. Council agreed to remove SGS Recovery from the  
13 agenda as there has been no communication from them.  
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15 **MS4-** Councilperson J. Muschlitz stated that he called the Department of Environmental  
16 Protection to ask about the MS4. He was told that a study should be done by the Borough  
17 engineer and would cost between \$5,000.00-\$10,000.00 and that more information could  
18 be obtained through the engineer. President D. Young asked Councilperson J. Muschlitz  
19 to please not directly contact the DEP while going through the waiver application process  
20 as the Borough really needs to obtain another waiver to avoid excessive costs if it is not  
21 obtained. President D. Young also said that he reached out to the Borough engineer,  
22 Monica Wall, and asked what she would charge to come to a meeting and speak to Council  
23 regarding the MS4. She said that she would bill the Borough approximately \$500.00 for  
24 her time to come to a meeting. Councilperson J. Muschlitz made a motion to have Borough  
25 engineer, Monica Wall, come to a meeting to speak to Council at the cost of approximately  
26 \$500.00. Councilperson D. Breidinger asked Councilperson J. Muschlitz why he thought  
27 speaking to the engineer was necessary. Councilperson J. Muschlitz stated that, as he  
28 understood, most of the funds needed to update the storm sewer system would come from  
29 grants and he does not understand why \$12,000.00 is being budgeted every year and held  
30 in reserve. He believes that the \$60,000.00 already in the budget is more than enough for  
31 any potential upgrades to the storm sewer system in the future. He would like to have the  
32 engineer explain MS4 to Council and inquire about the status of the waiver application.  
33 The motion was not seconded and no action was taken.  
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35 **Police Protection-** Councilperson J. Muschlitz questioned why there is \$35,000.00 in the  
36 budget for potential police protection from West Easton when Glendon is covered by  
37 Pennsylvania State Police. President D. Young said that he has been speaking with Mayor  
38 Dan DePaul of West Easton regarding the possibility of having their officers help cover  
39 Glendon as PSP cannot enforce local laws or ordinances. Councilperson J. Muschlitz  
40 stated that Dan DePaul has no authority and the two people involved in making such  
41 decisions would be Paul James, West Easton Council President and Matt Dees, West  
42 Easton Safety Committee Chair. Matt Dees stated that there would be a lot of liability  
43 involved in having their officers cover Glendon and they only have three part-time officers  
44 who only work in the summer. Councilperson J. Muschlitz made a motion to take the funds  
45 budgeted for “the police fund” and put them in the General Fund. President D. Young  
46 advised him that the funds are already in the General Fund and that police protection is  
47 allocated as a single line item. President D. Young stated that the money was set aside  
48 based on a discussion with Dan DePaul who, as mayor, is their chief of police and also that

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

6 **Police Protection (con't)-**

7 Matt Dees called him a few months ago when he heard about the discussions that were  
8 being had. Mayor M. McAllister stated that the money in the General Fund can be  
9 reallocated at any given time but is only ear-marked for police protection. Councilperson  
10 J. Muschlitz stated that, where PSP cannot, Mayor M. McAllister enforces local  
11 ordinances. Solicitor Elliott stated that while that is true, she does not have police power.  
12 Mayor M. McAllister and President D. Young gave examples of where local enforcement  
13 is needed in ticketing speeding vehicles and, in the case of illegally parked vehicles on  
14 Hilton St., the State Police would not sign the paperwork needed to have the vehicles  
15 towed. President D. Young stated that when he spoke with Matt Dees, Mr. Dees suggested  
16 having President D. Young make a presentation to discuss with their Council at West  
17 Easton's meeting. President D. Young said he was waiting to hear from Dan DePaul  
18 regarding their availability, based on staffing, before doing so. He further stated that the  
19 money was put aside just in case there comes a time when West Easton will be available  
20 to help cover Glendon as opposed to being spent and then if they come available, the money  
21 is not in the budget to follow through. President D. Young asked Councilperson J.  
22 Muschlitz what he wanted to spend the money on since he wants to reallocate police funds  
23 as well as use the MS4 money. Councilperson J. Muschlitz stated that his taxes went up  
24 because of MS4 and police protection. He was advised that the taxes did not go up but his  
25 garbage bill increased. Mayor McAllister said that the State Police are often not available  
26 when needed and having local assistance would be very helpful. The motion was not  
27 seconded and no action was taken.  
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30 **New Business-**

31 No new business  
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34 **Announcements/Correspondence**

35 **PennStro application to Zoning Hearing Board-** Solicitor Elliott explained that a Zoning  
36 Hearing Board application was received requesting a modification of a condition attached  
37 to a prior variance. PennStro is now proposing to use PA 2A coarse aggregate stone (2A  
38 stone) rather than ¾" 2B Stone (2B Stone) as required by condition number 4 in the ZHB  
39 written decision of May 7, 2021. PennStro is requesting that the ZHB modify condition 4  
40 to allow the use of 2A stone in the trailer storage area. Council discussed the fact that the  
41 2A stone will compact due to having fines in it and will become impervious and interfere  
42 with the retention basin on the site. Engineer Monica Wall suggested that the decision  
43 should go back to the Lehigh Valley Planning Commission for a stormwater review.  
44 Solicitor Elliott recommended that he call ZHB Solicitor Robert Nitchkey and PennStro's  
45 counsel, Claudia Shank suggesting that they should withdraw their application or the  
46 Borough will oppose it.  
47

6 **Announcements/Correspondence (con't)-**

7 **PennStro application to Zoning Hearing Board (con't)-**

8 Councilperson D. Breidinger made a motion to add to the agenda action on a decision  
9 whether or not to oppose the zoning application by PennStro. Councilperson A.  
10 Weisenberger-Caswell seconded and the motion was unanimously approved.

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12 Councilperson A. Weisenberger-Caswell made a motion to authorize Solicitor Elliott to  
13 appear on behalf of the Borough and potentially have engineer Monica Wall appear to  
14 testify against PennStro's zoning application. Vice-President K. Harstine seconded and  
15 the motion was approved. Councilperson J. Muschlitz abstained.

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

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22 Vice-President K. Harstine made a motion to adjourn. Councilperson A. Weisenberger-  
23 Caswell seconded, and the motion was unanimously approved.

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26 The meeting was adjourned at 9:17 p.m.

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31 Respectfully submitted,

32  
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34  
35 Beth Young  
36 Secretary  
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