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

July 13, 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:** Richard Hall

21 The regular meeting of the Glendon Borough Council was held on July 13, 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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25 **Public Participation-**

26 None

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28 **Minutes-**

29 Vice-President K. Harstine made a motion to approve the minutes for May 11, 2023, as  
30 presented. Councilperson A. Weisenberger-Caswell seconded and the motion was  
31 unanimously approved.

32  
33 **Treasurer's Report-**

34 **Bills to be paid:**

35 Councilperson A. Weisenberger-Caswell made a motion to pay all bills from the General  
36 Fund, excluding Vice-President K. Harstine and Jeff Breidinger. Councilperson J.  
37 Muschlitz seconded and the motion was approved. President D. Young abstained.

38  
39 Councilperson A. Weisenberger-Caswell made a motion to pay Vice-President K. Harstine  
40 from the General Fund. Councilperson J. Muschlitz seconded and the motion was  
41 approved. Vice-President K. Harstine abstained.

42  
43 Vice-President K. Harstine made a motion to pay Jeff Breidinger from the General Fund.  
44 Councilperson A. Weisenberger-Caswell seconded and the motion was approved.  
45 Councilperson D. Breidinger abstained.

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

6 **Bills to be paid (con't):**

7 Vice-President K. Harstine made a motion to pay all bills from the Sewer Fund and Liquid  
8 Fuels. Councilperson A. Weisenberger-Caswell seconded and the motion was unanimously  
9 approved.

10  
11 **Sewer Bills:**

12 The resident at 202 High Street was sent a letter offering a monthly payment plan due to  
13 the overdue balance at 90 days being over \$500.00. If no action is taken on the letter, a  
14 water shut off notice will be posted in August.  
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17

18 **Tax Collector's Report-**

19 Councilperson A. Weisenberger-Caswell made a motion to accept the Tax Collector's  
20 Report, subject to audit. Vice-President K. Harstine seconded and the motion was  
21 unanimously approved.  
22

23 **Overdue Garbage Bills:**

24 Tax Collector B. Young stated that there are two residents on the monthly payment plan.  
25 One is current with monthly payments and the other has until the end of July to pay their  
26 balance due. Council will review that account regarding placing a lien on the property at  
27 the August meeting.  
28

29 **Mayor's Report-**

30 On behalf of Mayor M. McAllister, Councilperson A. Weisenberger-Caswell reported the  
31 following: Mayor McAllister was contacted by Pennsylvania State Police to report that  
32 they received a dropped phone call from 299 Main St. Police were dispatched but could  
33 not find who made the call. The resident at 112 Main St. is having a problem with the  
34 neighbor at 109 Main St. fighting with him over parking spaces on Main St. Mayor  
35 McAllister contacted the property owner of 109 Main St. and advised him to speak to his  
36 tenant regarding his behavior. She complimented the signs that were put up and the weed  
37 cutting that Steven Greenleaf has been doing for the Borough. Mayor McAllister requested  
38 more sticker tags and a new "no parking" sign for Pump Station 4. She said the new sign  
39 must have the towing company's name and contact information on it. President D. Young  
40 asked Councilperson A. Weisenberger-Caswell to get that information so he can place an  
41 order for signs. Mayor McAllister would like to hire a part-time police officer to handle  
42 domestic situations. Diane Silviotti's house at 525 Berger Rd. has been condemned by  
43 Keycodes. Ms. Silviotti is refusing to work with anyone regarding having the house  
44 cleaned out. 112 Main St. needs to have a letter sent for weeds. Mayor McAllister has  
45 been trying to contact PennDOT regarding the apron on Main St., off the left side of the  
46 bridge, that now has rebar showing and is a road hazard. She has not had a return call from  
47 them. Secretary B. Young said that she has the email of a local supervisor. President D.  
48 Young will include this in an email he needs to send regarding another matter.  
49

5 **Zoning-**

6 Secretary B. Young stated that the resident at 565 Berger Rd. applied for a fence permit.  
7 Solicitor Elliott stated that the Zoning Hearing Board had another hearing for PennStro  
8 regarding the stone they will use in their parking lot. The Zoning Hearing Board approved  
9 their request with the Borough's input, subject to the approval of the Lehigh Valley  
10 Planning Commission.

11  
12 **Engineer Report-**

13 Council reviewed invoices from T&M.  
14  
15

16 **Committee Reports-**

17 **Signs-** The High and Franklin sign needs to be put on top of the stop sign at the corner of  
18 High St. and Franklin St. Vice-President K. Harstine stated that a few new stop signs need  
19 to be ordered and there is a sign at Second St. that is faded and hard to read about a 10-ton  
20 limit/no outlet. She will send a list of signs that need to be ordered to President D. Young  
21 and he will call to place the order.  
22

23 **Roads-** President D. Young and Councilperson A. Weisenberger-Caswell drove around  
24 the borough again to look at the roads and made a priority list regarding where  
25 improvements are needed. President D. Young shared the two proposals he received from  
26 Ott Paving and The Paving Company. Since both proposals were over \$100,000.00 to do  
27 all the work listed, President D. Young suggested only doing the most necessary road work  
28 at this time due to budgetary constraints. He suggested having the work done on Franklin  
29 St. from High to Hodge, Franklin St. from Front to Second., Pine Lane from Berger to the  
30 gravel section of Pine, Holly St. from Hilton to the cul-de-sac, Front St. apron, Hodge Lane,  
31 Front St. from #8 to Main St. and the pothole on High St. The Paving Company's estimate  
32 for that work is \$22,410.00 and Ott's estimate is \$31,060.00. President D. Young stated  
33 that there is currently \$14,000.00 allocated in the budget for road work being done by  
34 vendors. The lowest price for the work named is \$22,400.00 so funds would need to be  
35 reallocated but could be easily moved from the snow budget. President D. Young said  
36 that he has found some paving companies also stripe roads so he will get competitive  
37 pricing from them for striping Main and High St. He asked Councilperson D. Breidinger  
38 where the calculations for linear footage came from on the estimate that she got from  
39 Straight Edge Striping because his calculations were half of what is on their estimate. She  
40 stated that the contractor pulled the numbers from the internet and their linear footage  
41 calculation is double due to painting a double line on the roads. Solicitor Elliott verified  
42 that road work done under the cost of \$12,200.00 has no requirements. Work done between  
43 the cost of \$12,200.00-\$22,500.00 requires three quotes from contractors. Work done over  
44 \$22,500.00 requires advertising for bid packages and engineering. He also stated that the  
45 work can not be divided for the sake of avoiding advertising, engineering and paying  
46 prevailing wage to contractors. Councilperson J. Muschlitz asked about whether some of  
47 the work could be approved and the rest of the work could be approved at the meeting in  
48 August. Solicitor Elliott stated that do to so would be a third-degree misdemeanor by

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

6 **Roads (con't)-** dividing contracts up for the purpose of avoiding the monetary limit of  
7 having to put the work out for bid. Councilperson J. Muschlitz made a motion to table the  
8 discussion and he would get a third bid for the August meeting. Vice-President K. Harstine  
9 seconded. Councilperson D. Breidinger suggested getting another estimate within the  
10 week and meeting on July 20 to vote. Councilperson J. Muschlitz stated he will be on  
11 vacation and Vice-President K. Harstine stated she will also not be able to attend a meeting  
12 the following week. President D. Young, Councilpersons A. Weisenberger-Caswell and  
13 D. Breidinger stated they would all be available so Council would have a quorum.  
14 President D. Young stated he has other contractors he wanted to contact and will get prices  
15 for the next meeting. Discussion was had again regarding not splitting up the work to avoid  
16 advertising and paying prevailing wage. President D. Young stated that paving Main St.  
17 would require grant money so that is definitely off the current list. Vice-President K.  
18 Harstine and Councilperson J. Muschlitz voted in favor of tabling the vote on road work  
19 until the August meeting. President D. Young and Councilpersons D. Breidinger and A.  
20 Weisenberger-Caswell voted against. The motion failed. Councilperson A. Weisenberger-  
21 Caswell made a motion to get a third estimate and meet on July 20, 2023 to vote.  
22 Councilperson D. Breidinger seconded. President D. Young, Councilpersons D.  
23 Breidinger, J. Muschlitz and A. Weisenberger-Caswell voted in favor. Vice-President K.  
24 Harstine voted against. The motion passed and Council will meet on Thursday, July 20,  
25 2023 to vote on road work.

26  
27 Councilperson J. Muschlitz made a motion to move the mask mandate to the top of the list  
28 under Old Business. Vice-President K. Harstine seconded. Vice-President K. Harstine,  
29 Councilpersons D. Breidinger and J. Muschlitz voted in favor. President D. Young and  
30 Councilperson A. Weisenberger-Caswell voted against. The motion passed.

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33 **Sewer-** President D. Young stated that electric bill on Pump Station 1 quadrupled from the  
34 June to July bill so that needs to be investigated but he has been busy with other Borough  
35 projects. He asked Councilperson J. Muschlitz, as a member of the sewer committee, to  
36 take a look at it. Councilperson J. Muschlitz stated he would not do so because he is not  
37 certified to work on it. President D. Young stated he wasn't asking him to work on it, he  
38 just needs to check whether or not the pump is running. Councilperson J. Muschlitz still  
39 refused to do so. President D. Young will get to it as his schedule allows.

40  
41 **Old Business-**

42 **Mask mandate-** Councilperson J. Muschlitz made a motion to end the mask mandate in  
43 Borough Hall. Vice-President K. Harstine seconded. Vice-President K. Harstine,  
44 Councilpersons D. Breidinger and J. Muschlitz voted in favor. President D. Young and  
45 Councilperson A. Weisenberger-Caswell voted against. The motion passed.

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47 **Hilton St. West-** Solicitor Elliott said that he is waiting for a response from Attorney  
48 Preston.

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

6 **Property Maintenance Code-** Councilperson A. Weisenberger-Caswell made a motion to  
7 adopt Ordinance 2023-1, “An ordinance amending Chapter 5, ‘Code Enforcement’, Part 2,  
8 ‘Property Maintenance Code’, of the Glendon Borough Code of Ordinances for the purpose  
9 of adopting the ‘2021 International Property Maintenance Code,’ with certain additions,  
10 insertions, deletions, and changes thereto”. Councilperson D. Breidinger seconded.  
11 Councilperson J. Muschlitz opposes section 302.8 as it allows for two inoperative or  
12 unregistered vehicles and he does not believe any should be allowed in the Borough. Vice-  
13 President K. Harstine, Councilpersons D. Breidinger and A. Weisenberger Caswell voted  
14 in favor. President D. Young and Councilperson J. Muschlitz voted against. The motion  
15 passed.  
16

17 **Grants for coming year-** President D. Young said that he has not heard anything from  
18 Keystone regarding grants for the year.  
19

20 **Road Striping-** Tabled  
21

22 **Clean storm waterways on Berger Rd.-** Borough employee, Steven Greenleaf has been  
23 cutting weeds at the top of the culvert.  
24

25 **299 Main St.-** Solicitor Elliott stated that requests have been sent to identify the owners of  
26 the camper that is registered in New Jersey and the automobile that is registered in  
27 Pennsylvania. Notices have been prepared to serve regarding the nuisance pit bull that is  
28 at the property. He has spoken with Steven Russo, who believes his father Russell Russo  
29 owns all of the property. He has also spoken to Kathryn, who is one of Frank Russo’s  
30 daughters. She said that the property was sold to Russell and Frank’s children have no  
31 claim to it but the other half of her family does make a claim because Frank’s name is on  
32 the deed, it is part of his estate in probate in Florida. Solicitor Elliott is trying to get the  
33 family to come to Pennsylvania to open an estate for Frank. He said that, at this point, a  
34 notice of violation needs to be sent to Russell and other members of Frank Russo’s family  
35 to get them to take action on the property. Councilperson J. Muschlitz asked if they could  
36 be fined for non-compliance and Solicitor Elliott stated that they could. He stated that what  
37 should happen is that the family should open estates for both Mario and Frank in  
38 Pennsylvania, put the property on the market for sale and hope to sell it for enough to  
39 satisfy the liens against the property. Councilperson J. Muschlitz made a motion to serve  
40 legal notice of violation of the Property Maintenance Code. Councilperson D. Breidinger  
41 seconded. Vice-President K. Harstine asked who, specifically, would be served since the  
42 people living in the campers have not been identified. Solicitor Elliott said that the people  
43 living in the campers need to be identified as he can not file a “John Doe” complaint. He  
44 can, however, serve notice of violation to Frank Russo’s family and Russell Russo.  
45 Councilperson J. Muschlitz offered to post the notices of violation on the apartment and  
46 two campers and take pictures of the posted notices. The motion was unanimously  
47 approved.  
48

6 **New Business-**

7 **Reallocate funds for grass and weeds-**Vice-President K. Harstine said that there are not  
8 enough hours in the budget to cover paying to have all the weeds cut in the Borough.  
9 Discussion was had regarding not cutting weeds on private property and making that the  
10 responsibility of the property owner. After looking at the budget, it was found that there  
11 are 80 hours budgeted which should be enough. No funds were reallocated.  
12

13 **Prioritize local police coverage-** Vice-President K. Harstine said that the Borough needs  
14 to prioritize finding local police coverage. She was with the resident at 10 Berger Rd. when  
15 she called the State Police about fireworks and the pit bull at 299 Main St. and the police  
16 never came out. President D. Young said he will try to contact Wilson and Palmer Police  
17 Departments to see if they would be agreeable to having an officer available for on-call  
18 service, when needed, but not for emergency dispatch.  
19

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21 **Announcements/Correspondence**

22 Williams Township Fire Department covers Glendon Borough and if anyone is interested  
23 in volunteering, please contact Williams Township at 610-258-6788.  
24

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26 Councilperson J. Muschlitz made a motion to adjourn. Councilperson D. Breidinger  
27 seconded, and the motion was unanimously approved.  
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30 The meeting was adjourned at 8:54 p.m.  
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37 Respectfully submitted,  
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40  
41 Beth Young  
42 Secretary  
43