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

November 9, 2023

Presiding: Donald Young – Council President

Present: Kathryn Harstine - Council Vice-President
Amy Weisenberger-Caswell – Councilperson
Donna Breidinger – Councilperson

Not Present: Thomas Elliott – Solicitor
Jeffrey Muschlitz – Councilperson
Melody McAllister – Mayor
James McAllister-Zoning Officer
Beth Young – Secretary/Treasurer/Tax Collector

Visitors: Richard Hall, Kurt Ostrander, Ron Roscioli, Amy Veres,
Mike Veres

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

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28 **Public Participation-**

29 In observance of Veterans Day, Mike Veres suggested everyone taking a moment of silence
30 and thanked Councilperson D. Breidinger for her service. He also stated that the weeds just
31 past 7 High St. are into the road. President D. Young stated that part of the property belongs
32 to Dhollandia and part belongs to Ward Trucking. He said that Secretary B. Young will
33 draft letters to be sent and have Mayor M. McAllister sign them.

34
35 A moment of silence was observed for Veterans.

36
37 Ron Roscioli complained about leaves collecting on the streets throughout the borough and
38 how sending a letter does not accomplish getting weeds cut. President D. Young stated
39 that is not true as weeds have been cut after sending letters. He also stated that recently, a
40 tree fell on High St. from Ward's property and after calling the gentleman who is in charge
41 of grounds for Ward, he reviewed the county map with him to clarify where their property
42 ends as he did not realize they owned any property beyond where they had been cutting
43 grass. He again stated that letters will be sent to both Ward and Dhollandia.

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5 **Opening Snow Bids-**

6 President D. Young stated that, again, no snow bids had been submitted after two rounds
7 of bidding. Kurt Ostrander asked if Chrin would still plow this year. President D. Young
8 stated that the borough had a contract with Chrin last year but the contract expired for this
9 year. He said that he talked to Chrin and was told that they would prefer to not be the
10 primary snow removal service for the borough but would be willing to be backup.
11 Councilperson D. Breidinger said that she would like to reach out to Chrin again,
12 explaining that no other bids were submitted, and again ask them to be the primary snow
13 removal service. President D. Young said that he had Chrin's current prices in front of him
14 and their price for both a one-ton dump and spreader truck are each \$161.00 per hour. Mike
15 Veres asked why snow removal bids were not solicited in the spring. Councilperson A.
16 Weisenberger-Caswell stated that council did not discuss snow removal until the August
17 meeting. President D. Young stated that he had offered to plow snow again this year and
18 was under the impression that he would do so again since the rest of council did not mention
19 putting it out for bid until the September meeting. He also stated that another plow driver
20 needs to be hired as he cannot be the only one out, especially in bigger storms and that a
21 borough resident had recently expressed interest in helping plow snow. Councilperson D.
22 Breidinger asked how soon someone can reach out to Chrin to see if they would be
23 agreeable to being primary snow removal. President D. Young said that he could call the
24 next day to see if they would have the manpower to do so. Councilperson D. Breidinger
25 made a motion to contact Chrin and retain a contract for them to be the primary snow
26 removal company for the coming season. Vice-President K. Harstine seconded.

27
28 Kurt Ostrander asked to make a comment. President D. Young stated that public
29 participation was over.

30
31 Ron Roscioli then questioned why the public was not allowed to speak during the meeting.
32 President D. Young stated that he has allowed it at previous meetings but has been
33 reminded by the borough solicitor to not do so. Mike Veres said that public participation
34 should be at the end of the meeting in case the public wanted to discuss anything that
35 council went over during the meeting. President D. Young stated that the meetings used
36 to be set up that way but there were requests to put public participation at the beginning of
37 the meeting because residents wanted to come, ask their questions and then leave to not
38 have to sit through an entire meeting to be heard. Mr. Veres then asked what the time limit
39 for public participation is. President D. Young said that there is no set time limit but he
40 tries to keep it at around five minutes. Councilperson D. Breidinger stated that West Easton
41 Borough has public participation at both the beginning and middle of their council
42 meetings.

43
44 President D. Young asked to bring things back to the motion on the floor. Vice-President
45 K. Harstine, Councilpersons D. Breidinger and A. Weisenberger-Caswell voted in favor.
46 President D. Young voted against. The motion passed.

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5 Councilperson D. Breidinger suggested having two spots on the agenda for public
6 participation. President D. Young stated that is something that can be considered and asked
7 if that is something she wanted to discuss. She said it was not necessary to discuss it at the
8 current meeting.
9

10 **Minutes-**

11 Councilperson A. Weisenberger-Caswell made a motion to approve the minutes for
12 October 12, 2023 and October 19,2023 as presented. Councilperson D. Breidinger
13 seconded and the motion was unanimously approved.
14

15 **Treasurer's Report-**

16 **Bills to be paid:**

17 Councilperson D. Breidinger made a motion to pay all bills from the General Fund, Sewer
18 Fund and Liquid Fuels. Vice-President K. Harstine seconded and the motion was approved.
19 President D. Young abstained.
20

21 **Sewer Bills:**

22 President D. Young stated that no houses were posted for water shut-off but two residences
23 were coming close to the threshold for receiving a notice.
24

25 **Tax Collector's Report-**

26 Councilperson A. Weisenberger-Caswell made a motion to accept the Tax Collector's
27 Report, subject to audit. Councilperson D. Breidinger seconded and the motion was
28 unanimously approved.
29

30 **Overdue Garbage Bills:**

31 Council did not review the garbage payment plan.
32
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34 **Mayor's Report-**

35 No report from Mayor M. McAllister.
36
37

38 **Zoning-**

39 Reporting on behalf of Zoning Officer J. McAllister, Councilperson A. Weisenberger-
40 Caswell stated that one zoning permit was received but Keycodes needed to be called.
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43 **Engineer Report-**

44 Council reviewed invoices from T&M for Chrin and Pennstro.
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5 **Committee Reports-**

6 **Signs-** President D. Young stated that a new employee still needs to be hired to cut grass
7 and post road signs. Vice-President K. Harstine asked Councilperson A. Weisenberger-
8 Caswell if her son was available to put up signs. She stated that he has been busy looking
9 for a full-time job. President D. Young stated that there are two signs that need to go up.
10 The street name sign at High and Franklin needs to be replaced and the “no trucks” sign on
11 Crescent St. needs to be put back up after being driven over by a tractor trailer.
12 Councilperson D. Breidinger asked that the job openings be put on the website.
13

14 **Roads-** Councilperson A. Weisenberger-Caswell stated that there are potholes starting to
15 pop up on Main St. President D. Young stated that the backhoe needs repairs to the pistons
16 because they have been leaking. He has a price from the mechanic of \$4,500.00 to do the
17 repairs and said that there is money in the budget for the repairs. Mike Veres questioned
18 whether other estimates were obtained for the repairs. President D. Young stated that in
19 years past, he had gotten other prices and even called the manufacturer, CAT, but their
20 prices were three times that of the gentleman who has been working on the backhoe.
21 Councilperson D. Breidinger asked if other prices can be obtained. President D. Young
22 said yes, but the backhoe is not working properly at this point and needs to be fixed. He
23 then asked what council’s plan is if Chrin is not agreeable to being the primary snow
24 removal company. Councilperson D. Breidinger said she wants to wait to hear Chrin’s
25 decision before deciding on plan B. Mike Veres said he knows a mobile mechanic and
26 will give him a call to get another estimate for the repairs that need to be done to the
27 backhoe. Council agreed to not take any action until another estimate is obtained.
28

29 **Sewer-** President D. Young stated that the generator was serviced but did not start when it
30 was tested. The battery was replaced but further repairs need to be made and it is currently
31 not in service. Curtis Power Solutions advised that a new control board is needed and there
32 are multiple fuel line leaks. They are working on an estimate for those repairs.
33

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35 **Old Business-**

36 **Hilton St. West-** President D. Young stated that Solicitor Elliott is still waiting for the final
37 deed from Chrin.
38

39 **299 Main St.-** President D. Young stated that Solicitor Elliott is recovering from surgery
40 and is still working on finalizing complaints.
41

42 **525 Berger Rd.-** Council reviewed a report provided by Keycodes inspector, Suzanne
43 Borzak. The property is still infested with vermin and needs to be cleaned. Ms. Silviotti
44 has been disruptive to the clean-up efforts and has been sending threatening messages to
45 Ms. Borzak. Councilperson D. Breidinger has been receiving texts from Ms. Silviotti and
46 agreed that her tone has gotten nasty. Vice-President K. Harstine asked where she was
47 living. President D. Young said that it is his understanding that she was living in a hotel.
48

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

6 **2024 Budget- Note: All line items were addressed. The following minutes reflect specific**
7 **items that generated discussion among Council.**
8

9 Council started by discussing the 2024 budget for the Liquid Fuels account. President D.
10 Young stated that \$18,128.00 is the total income for Liquid Fuels. After reviewing each
11 line of the budget, President D. Young stated that we budgeted \$69,424.00 in total expenses
12 and the budget is at \$-51,296.00. As of October 12, 2023 the balance is \$26,705.00.
13 Anticipated expenses to year-end total \$1,057.00, leaving a net income for the year of
14 \$-25,648.00 with \$0.00 carryover to the next year. President D. Young stated that a surplus
15 of \$26,248.00 was carried over from the previous year but was budgeted for snow plowing
16 by a vendor. The rest of council had no input on the Liquid Fuels budget and moved on the
17 Sewer Fund account.
18

19 President D. Young stated that there are eighty-eight customers who receive a sewer bill
20 and based on the administration fee, council can calculate what the estimated income
21 should be. He noted that there was a noticeable increase in the income for the year but
22 most of that was from sewer tap-in fees and not a true representation of what was actually
23 taken in for the year. The total sewer administration income was budgeted to be
24 \$19,600.00. The anticipated sewer administration income is \$20,654.00. The anticipated
25 sewer fund maintenance fee was budgeted to be \$30,000.00. President D. Young stated
26 that, with what is anticipated to come in, only \$29,289.00 is expected to be collected. The
27 commercial maintenance fee was budgeted to be \$3,000.00 but \$3,297.00 is expected to be
28 collected. The total sewer fund income was estimated to be \$33,000.00. A total of
29 \$32,586.00 has been collected. The estimate for 2024 maintenance fee income is
30 \$32,000.00. The budgeted gross income was \$52,600.00; \$55,966.00 was taken in but
31 some of that is from tap-in fees that were paid. Those funds go into escrow to be paid to
32 the City of Easton and are not available for spending. President D. Young stated that
33 \$51,100.00 in income is estimated for the coming year.
34

35 President D. Young reviewed all line items for the expenses from the Sewer Fund. He noted
36 that engineering costs were budgeted at \$2,000.00 but \$3,886.00 was actually spent and
37 needed to be increased to \$4,000.00 for the coming year. Monthly pump station inspections
38 were budgeted at \$7,400.00 but actual cost for the year totals \$8,010.00. President D.
39 Young raised the budgeted amount for the coming year to \$8,500.00, anticipating increased
40 contract fees. \$9,400.00 was budgeted for total engineering administration but \$11,896.00
41 was actually spent. President D. Young raised that line item for the coming year to
42 \$12,000.00.
43

44 Lengthy debate was had between council and Mike Veres regarding residences that are not
45 hooked up to the sewer system but could be. Council also discussed how to make the
46 Sewer Fund self-sustainable without having to raise rates again.
47

6 **Old Business (con't)-**
7 **2024 Budget-**

8 President D. Young stated that \$2,650.00 was budgeted for the electric bills but \$4,276.00
9 was actually spent. He further stated that the residents who are not hooked up to the sewer
10 system are actually helping, in that, the pumps do not run as much which is saving on
11 electricity as well as wear and tear on the pumps but are paying the maintenance fee as if
12 they were hooked up.

13
14 President D. Young stated that \$5,000.00 was budgeted for repair and maintenance.
15 \$3,248.00 has been spent, so far, and there will be another invoice coming for the repairs
16 to the generator. The estimate for that has not been submitted yet.

17
18 President D. Young explained to council that there is \$30,000.00 budgeted for depreciation
19 of the sewer pump stations. The value of the pump stations was amortized out and that is
20 the amount that needs to be held in reserve for when a pump station needs to be repaired
21 or replaced. He also stated that this is the money that has been used to pay bills and will
22 eventually be a problem when it is needed to repair or replace one or more pump stations
23 but the funds will not be there.

24
25 President D. Young also explained that there is money reserved for an emergency fund and
26 \$10,000.00 per year is supposed to be added to that but has not been the past few years due
27 to lack of funding. He stated that if one pumps goes bad, the replacement cost is
28 approximately \$10,000.00 and that does not include the cost of labor to replace it.

29
30 Total sewer fund expenditures budgeted were \$24,728.00 but actual expenses totaled
31 \$27,197.00. \$31,553.00 in expenditures is budgeted for the coming year. The anticipated
32 net income estimated for the year was \$27,872.00 but was actually \$26,794.00. President
33 D. Young stated that \$7,050.00 of that income is from tap-in fees that are collected when
34 a property is sold and to be held in escrow for when those properties connect to the sewer
35 system, the fees are to be paid to the City of Easton.

36
37 President D. Young stated that the balance in the Sewer Fund, as of October 12, 2023, is
38 \$194,448.00. The anticipated income expenses total -\$7,995.00.

39
40 Council discussed the \$71,709.00 in grant money that was used for upgrades to pump
41 stations 1 and 2 in 2018. President D. Young stated that the borough was advised, at that
42 time, that Representative Robert Freeman and Senator Lisa Boscola helped to secure the
43 grant money but it should not have been awarded and the likelihood of any grants being
44 available again is slim.

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

6 **2024 Budget-**

7 President D. Young stated there should be \$223,186.00 in reserves but there is only
8 \$194,448.00 currently. Even using the prior year reserve amount of \$176,136.00, the
9 reserve amount is -\$18,312.00. He asked council how they wanted to handle the deficit.
10 Councilperson D. Breidinger stated that funds could be reallocated from the reserves, when
11 necessary. Vice-President K. Harstine, Councilpersons D. Breidinger and A.
12 Weisenberger-Caswell all stated they would not vote for another sewer maintenance fee
13 increase. President D. Young stated that there is not anything in the budget that can be cut
14 to lower expenses. Councilperson D. Breidinger asked about forcing people to hook up to
15 the sewer system who have not done so. President D. Young again explained that forcing
16 people to hook up to the sewer system will not bring any more money into the sewer fund
17 because they are already paying the administration and maintenance fees. The usage fee
18 they would then have to pay does not benefit the borough's sewer fund as it is a pass-
19 through, paid to the City of Easton. President D. Young stated that hooking up more
20 households to the sewer system will only burden the system further, resulting in higher
21 electric bills and strain on the pumps.
22

23 Councilperson D. Breidinger suggested a charging a fee to everyone in the borough,
24 whether they are hooked up or are able to hook up to the sewer system. President D. Young
25 stated that he has spoken to borough residents who cannot hook up to the sewer system and
26 asked, if they had to pay into it, would the borough help them offset the cost of a \$10,000.00
27 - \$15,000.00 bill when their septic system fails. Councilperson D. Breidinger suggested
28 having a town hall meeting to inform residents about the situation with the sewer fund.
29 President D. Young asked how council would propose billing each household and if it
30 would be a set rate per household or if they would propose billing based on water units,
31 which, he said, is a new headache because some houses still use a well. Councilperson D.
32 Breidinger suggested billing each household that cannot be connected to the sewer system
33 a flat fee for maintenance. Council suggested speaking to Solicitor Elliott for clarification
34 on what can be done, legally and if residents who cannot connect to the sewer system can
35 be billed.
36

37 Moving on to the General Fund, President D. Young stated that there is a \$21,000.00 deficit
38 that council needs to address. Councilperson D. Breidinger stated that money in reserve
39 for a garage can be reallocated when necessary. President D. Young stated that the borough
40 has almost \$100,000.00 of taxpayer money invested in equipment that needs to be brought
41 in, out of the weather, to save money on repairs that are due to deterioration from sitting
42 outside. Council then had a lengthy discussion about snow removal and the cost involved
43 in using vendor services as opposed to using borough equipment. Councilperson D.
44 Breidinger stated that, based on watching the tv show "Gold Rush", she does not think that
45 the borough equipment needs to be housed indoors and she does not think it is necessary
46 to build a garage. President D. Young stated that the borough's professional mechanic
47 feels otherwise. Councilperson D. Breidinger asked where he intended to build a garage.

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

7 President D. Young stated that he had spoken to Solicitor Elliott about acquiring the land
8 at 299 Main St. either through eminent domain or at sheriff's sale to build a garage and a
9 bigger salt shed.

10
11 Councilperson D. Breidinger questioned Solicitor Elliott's extensive absence and what
12 action needs to be taken. President D. Young stated that Solicitor Elliott is unavailable due
13 to medical reasons and he will talk to him to try and establish when he may be available
14 again or if another attorney may be able to temporarily handle his duties until he is feeling
15 better.

16
17 Vice-President K. Harstine made a motion for council to go into executive session for the
18 purpose of discussing pending legal matters. Councilperson A. Weisenberger-Caswell
19 seconded. Council went into executive session at 9:35 p.m.

20
21 Council came out of executive session at 9:54 p.m.

22
23 **New Business-** None

24
25 **Announcements/Correspondence**

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

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29
30 Councilperson D. Breidinger made a motion to adjourn. Vice-President K. Harstine
31 seconded, and the motion was unanimously approved.

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34 The meeting was adjourned at 9:54 p.m.

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38 Respectfully submitted,

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41
42 Beth Young
43 Secretary

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45
46 [NOTE: Due to my absence, these minutes have been prepared by me from available
47 information, including a tape recording and the notes of persons in attendance.]