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

May 9, 2024

Presiding: Donna Breidinger – Council President

Present: Michael Veres - Council Vice-President
Amy Weisenberger-Caswell – Councilperson
Donald Young – Councilperson
Kathryn Harstine - Councilperson
Beth Young – Secretary/Treasurer/Tax Collector
Thomas Elliott – Solicitor

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

Visitors: Richard Hall, Amy Veres, Dale King, Scott Pyatt, Jamie Pyatt

The regular meeting of the Glendon Borough Council was held on May 9, 2024 at Glendon Borough Hall. President Donna Breidinger called the meeting to order at 7:01 p.m. with the Pledge of Allegiance and roll call.

Public Participation-

Dale King asked when the tables will be moved back to their original positions for the meetings so it would be easier for the public to hear council when they are speaking. President D. Breidinger stated that they are in the process of cleaning up Borough Hall and when that project is done, the positioning of the tables will be revisited at a meeting.

Minutes-

Councilperson K. Harstine made a motion to approve the minutes for April 11, 2024, as presented. Councilperson A. Weisenberger-Caswell seconded and the motion was unanimously approved.

Treasurer's Report-

Bills to be paid:

Councilperson A. Weisenberger-Caswell made a motion to pay all bills from the General Fund. Councilperson K. Harstine seconded and the motion was approved. Councilperson D. Young abstained.

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

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

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

10 Councilperson A. Weisenberger-Caswell made a motion to pay all bills from Liquid Fuels.
11 Councilperson D. Young seconded and the motion was unanimously approved.
12

13 **Sewer Bills:**

14 Treasurer B. Young stated that two houses were posted for water shut-off in the previous
15 month and both paid in full. No houses are currently posted for water shut-off.
16

17 **Crime Watch bank account:**

18 Councilperson A. Weisenberger-Caswell reported that Mayor M. McAllister had reached
19 out to Terry Sidor regarding staying on the Crime Watch committee but still needs to call
20 Ronnie Shaffer.
21

22 **ARPA Report:**

23 Treasurer B. Young advised council that she submitted the American Rescue Plan Act
24 (ARPA) report for money spent in 2023. \$392.35 was spent on a new laptop, \$8,300.00
25 was spent on striping Main and High Streets and \$11,760.00 was spent on road repairs,
26 including filling potholes and road paving. The three expenditures totaled \$20,452.35.
27 Treasurer B. Young stated that she is tracking major expenditures for 2024, starting with
28 \$3,234.30 in loader repair and maintenance, to be reported in 2025 and that the remaining
29 \$13,844.17 in ARPA funds must be spent by December 31, 2024 or the money will need
30 to be returned.
31
32

33 **Tax Collector's Report-**

34 Councilperson A. Weisenberger-Caswell made a motion to accept the Tax Collector's
35 Report, subject to audit. Councilperson K. Harstine seconded and the motion was
36 unanimously approved.
37
38

39 **Mayor's Report-**

40 Reporting on behalf of Mayor M. McAllister, Councilperson A. Weisenberger-Caswell
41 stated that the mayor is happy with the cleanup efforts going on at Borough Hall.
42
43

44 **Zoning-**

45 Reporting on behalf of Zoning Officer, J. McAllister, Councilperson A. Weisenberger-
46 Caswell stated that an inquiry was made regarding a proposed building project on the
47 empty lot at 111 Main St. He is also waiting on council's decision regarding the request
48 for an Air B&B.

5 **Engineer Report-**

6 Council reviewed T&M invoices in their packets. President D. Breidinger asked Secretary
7 B. Young if she had spoken to engineer, Monica Wall regarding their availability for grant
8 writing. Secretary B. Young stated that she did and Ms. Wall told her that T&M would
9 charge \$75.00 per hour for their grant writing services until the end of the year and then
10 reassess their charges for 2025 based on the work involved. President D. Breidinger also
11 asked what the procedure is for finding grants and whether or not T&M searches for grants
12 for the borough. Secretary B. Young stated that T&M does not research the grants and that
13 any grants that are of interest to council, need to be forwarded to Ms. Wall for her to then
14 research and advise what information she needs from the borough.
15

16 **Committee Reports-**

17 **Signs-** President D. Breidinger stated that the stop signs that needed to be replaced have
18 been put up. Councilperson K. Harstine stated that the stop sign at High and Crescent still
19 needs to be replaced because it is faded.
20

21 **Roads-** Council reviewed two estimates for patching potholes and paving the entrance
22 connecting Rose Ct. to Berger Rd. The estimate from Diehl Paving was in the amount of
23 \$3,500.00. The estimate from Levi's Paving was in the amount of \$5,500.00 President D.
24 Breidinger stated that she called other pavers for estimates but these are the only two who
25 got back to her. Council discussed and debated the quality of work the contractors would
26 do and Secretary B. Young advised council that the borough's insurance company has
27 already paid three claims for damaged tires due to the pothole on Main St. and that she had
28 a recent phone call from the school district complaining about busses hitting the pothole.
29 Vice-President M. Veres made a motion to accept the proposal from Diehl Paving in the
30 amount of \$3,500.00. Councilperson K. Harstine seconded and the motion was
31 unanimously approved.
32

33 **Sewer-** Councilperson D. Young stated that he spoke with the three different companies
34 involved in the building, installation, and monitoring of the sewer pump stations regarding
35 the interlock system that was never done. The installation company said that the warranty
36 has expired but they are willing to come look at the system at an approximate cost of
37 \$1,280.00 to the borough. The gentleman who did the installation has retired and is no
38 longer with their company. Per a conversation Councilperson D. Young had with the
39 monitoring company, they state that there is no way the interlock system was done because
40 they do not see that it was ever programmed or tied in to the system. Councilperson D.
41 Young stated that the final approval on the job was given by the former engineering firm,
42 Barry Issett and because of that, legal action may need to be taken. Council tabled the
43 topic so Councilperson D. Young and Solicitor Elliott can meet to go over the grant that
44 was used for the sewer project and see what was supposed to be done but was not.
45

46 **President's Report-**

47 Nothing to report
48

5 **Old Business-**

6 **Hilton St. West-** Solicitor Elliott stated that he sent a letter to Attorney Preston threatening
7 legal action since there has been no response. Since there was no response to that letter,
8 he called Attorney Preston's office on May 6, 2024. Attorney Preston was out of the office
9 but his secretary said she would have him call Solicitor Elliott the following day but he did
10 not call as of the time of the council meeting.
11

12 **299 Main St.-** Solicitor Elliott stated that he emailed a copy of the final criminal complaint
13 to council. He explained the difference between a civil vs. criminal violation to council.
14 He recommends filing a civil complaint but that it would be expensive and time consuming.
15 He also recommends hiring outside council who would have the time to handle this that he
16 does not. Solicitor Elliott suggested filing a private criminal complaint against Margaret
17 Russo, who lives in Bangor, Pennsylvania. He hopes that will trigger activity on her part
18 to get the rest of the family involved. Council discussed the gentleman living in the camper
19 on the property. Solicitor Elliott stated that the gentleman is in violation of the zoning
20 ordinance and that he will call for a police report to obtain the gentleman's last name and
21 then have him served with a notice of violation.
22

23 **525 Berger Rd.-** Solicitor Elliott stated that he and President D. Breidinger are meeting
24 with Suzanne Borzak from Keycodes to get clarification on any action taken on the
25 property. He stated that better communication is needed regarding what Ms. Borzak is
26 doing with the property. Councilperson D. Young asked about rescinding the occupancy
27 permit because the homeowner did not comply with the conditions set when the
28 condemnation was lifted from the property. Solicitor Elliott stated that the property needs
29 to be condemned again by Keycodes.
30

31 **158 Main St.-** Solicitor Elliott stated that per Mayor M. McAllister, there are supposed to
32 be people helping the property owner clean up. He sent a letter of violation and the deadline
33 has passed. Solicitor Elliott said that he will talk to Suzanne Borzak to have Keycodes
34 send a letter to the property owner.
35

36 **124-126 Main St. (former Glendon Hotel site)-** Nothing new to report
37

38 **Air B&B-** Solicitor Elliott researched ordinances from other municipalities. Council
39 unanimously decided to not allow any Air B&B in Glendon due to the lack of monitoring
40 or police response. Solicitor Elliott stated that weaknesses in the existing ordinance does
41 not prohibit an Air B&B in the single-family residential district. Councilperson D. Young
42 asked if the existing ordinance can be modified to specify not allowing Air B&B in both
43 residential and HI (heavy industrial) district. Solicitor Elliott stated that he can change the
44 definition of a single-family dwelling and restrict short-term rentals to the HI district.
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6 **New Business-**

7 **Tree removal-** Council reviewed an estimate from Bergey's Tree Service to remove two
8 large Mulberry trees, two smaller trees and trim back the length of the parking lot at
9 Borough Hall. Councilperson D. Young reviewed the budget to verify that there is
10 \$7,500.00 in the budget for weeds/tree removal by a vendor, but that money is usually
11 reserved for cleaning out the culvert. President D. Breidinger said that the employee who
12 cuts grass and weeds can clean out the culvert. Councilperson K. Harstine made a motion
13 to accept Bergey's proposal in the amount of \$1,500.00. Vice-President M. Veres
14 seconded and the motion was unanimously approved. President D. Breidinger will call
15 Bergey's to schedule.
16

17 President D. Breidinger stated that Vice-President M. Veres has an estimate for the apron
18 work on the salt shed at Borough Hall. Since all of council did not have a copy of the
19 estimate, President D. Breidinger tabled the topic until the meeting in June.
20

21 **Keys-** President D. Breidinger said it was suggested to her that all of council should have
22 keys to Borough Hall. Councilperson D. Young said that he disagreed because there was
23 a problem with too many people having keys to Borough Hall and that is why the locks
24 were changed. Solicitor Elliott stated that there is no requirement that councilmembers
25 have keys to Borough Hall but in doing so, there is a responsibility attached to it. Vice-
26 President made a motion for any council member who would like a key to the front door
27 of Borough Hall to have one. Councilperson K. Harstine seconded. President D.
28 Breidinger, Vice-President M. Veres and Councilpersons A. Weisenberger-Caswell and K.
29 Harstine voted in favor. Councilperson D. Young opposed. The motion passed.
30

31 **City of Easton Community Change Project-** Council reviewed a letter of support for the
32 City of Easton for a grant they are applying for with the Environmental Protection Agency
33 (EPA). President D. Breidinger will sign the letter and Secretary B. Young will email the
34 signed copy to the City of Easton.
35

36 **Disposition of borough property-** Solicitor Elliott stated that disposing of borough
37 property can become quite involved and can involve anything from a used computer to
38 used paint cans. Council discussed various items that need to be disposed of. Solicitor
39 Elliott stated that any item, or lot of items, valued at under \$1,000.00 may be sold by
40 resolution. He also said that he needs a list of items that council intends to sell, or dispose
41 of, as well as a picture and description of each item. President D. Breidinger stated she
42 will work on that for the meeting in June.
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44 President D. Breidinger asked Secretary B. Young to call Kistler O'Brien to see if fire
45 extinguishers need to be taken to them for inspection or if they will send someone to
46 Borough Hall.
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Announcements/Correspondence

Secretary/Treasurer B. Young said that she can only work the first half of the morning on Monday, May 13, 2024 from 7:30-9:30 a.m. Councilperson A. Weisenberger-Caswell stated that she was available to cover the second half from 9:30-11:30 a.m.

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

Vice-President M. Veres made a motion to adjourn. Councilperson K. Harstine seconded, and the motion was unanimously approved.

The meeting was adjourned at 8:21 p.m.

Respectfully submitted,

Beth Young
Secretary