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

September 12, 2024

6 **Presiding:** Donna Breidinger – Council President

7
8 **Present:** Michael Veres - Council Vice-President
9 Kathryn Harstine - Councilperson
10 Amy Weisenberger-Caswell – Councilperson
11 Donald Young – Councilperson
12 Beth Young – Secretary/Treasurer/Tax Collector
13 Thomas Elliott – Solicitor

14
15 **Not Present:** Melody McAllister – Mayor
16 James McAllister-Zoning Officer

17
18 **Visitors:** Davinder Chana, Harneet Chana

19
20 The regular meeting of the Glendon Borough Council was held on Thursday,
21 September 12, 2024 at Glendon Borough Hall. President Donna Breidinger called the
22 meeting to order at 7:00 p.m. with the Pledge of Allegiance and roll call.

23
24 **Public Participation-**

25 Ms. Harneet Chana asked about the progress on replacing the mirror at the curve
26 on High Street. Mrs. Breidinger said that a new mirror has been purchased and would
27 hopefully be installed on the next day, Friday, September 13th.

28
29 **Minutes-**

30 Mrs. Breidinger advised that the approval of the minutes for August 8, 2024 will
31 be tabled at the request of Solicitor Tom Elliott. Councilperson Amy Weisenberger-
32 Caswell made a motion to table the approval of the minutes, Councilperson Kathryn
33 Harstine seconded and the motion was unanimously approved.

34
35 **Treasurer's Report-**

36 **Bills to be paid:**

37 Mrs. Breidinger asked for a motion to pay the bills with the exception of Vice
38 President Michael Veres, Councilperson Amy Weisenberger-Caswell and Duncan
39 Caswell. Mrs. Harstine made a motion to pay all bills from the General Fund, excluding

40

4 **Treasurer's Report- continued**

5 the aforementioned Council members. Mrs. Breidinger, seconded. The motion was
6 approved.

7 Mrs. Harstine then made a motion to pay Mr. Veres, Ms. Caswell and Duncan
8 Caswell. from the General Fund. Councilperson Donald Young seconded. Mr. Veres and
9 Ms. Caswell abstained, and the motion was approved.

10 Mrs. Breidinger asked for a motion to pay the Sewer Bills. Mr. Young questioned
11 the \$400.00 payment to Hydra-Neumatic. Ms. Caswell stated that Pump Station four had
12 issues with a transducer failure and the station was running on a float back-up. The
13 transducer was replaced and two back up floats, which had been quoted previously were
14 also replaced. Mrs. Harstine made a motion to pay the bills from the Sewer Fund. Ms.
15 Caswell seconded and the motion was approved.

16

17 Mrs. Breidinger asked for a motion to pay all bills from Liquid Fuels Fund. Mr.
18 Young made a motion to pay the bills. Ms. Caswell seconded and the motion was
19 unanimously approved.

20

21 **Sewer Bills:**

22 Mrs. Breidinger inquired about the Sewer bills Shut-off program. Treasurer Beth
23 Young replied that since the bills had just gone out, so there was nothing for the shut-off
24 program

25

26 **Tax Collector's Report-**

27 Mrs. Breidinger asked for a motion to approve the Tax Collector's Report, subject
28 to audit. Mrs. Harstine mad a motion to approve the Tax Collector's report. Ms. Caswell
29 seconded and the motion was unanimously approved.

30

31 **Mayor's Report-**

32 Ms. Caswell gave the Mayor's Report in the absence of Mayor Mindy McAllister.
33 Most people responded to the citations for cutting grass.

34 The Mayor has started a program for helping families in the Borough, under the
35 502 system, assisting families with subsidized food, and also, the Mayor would like to
36 place a food box in the pavilion for donated non-perishables and canned goods. Mrs.
37 Harstine stated that she is one of the volunteers for the program, and would make the
38 motion to approve the program and placing of the donation box. Ms. Caswell seconded,
39 all ayes.

40 Mrs. Breidinger inquired as to what type of box would be used to store the
41 donations, as her husband may already have and appropriate box that they would donate.
42 Mrs. Harstine said it would be a wooden box with a door that they could open and take
43 what they need.

4 **Mayor's Report- continued**

5 Mrs. Breidinger asked Mrs. Young if there could be something on the website
6 advising the pending program. Mrs. Young replied in the affirmative.
7

8 **Zoning-**

9 Ms. Caswell presented the Zoning Officer's report in the absence of Jim McAllister.
10 Plans were presented for a new house to be built at 111 Main Street.
11

12 **Engineer Report-**

13 T&M Associates provided the supporting invoice detail regarding the Sewer
14 requirements for 124-126 Main Street (former Glendon Hotel site).
15

16 **Committee Reports-**

17 **Signs-**

18 Mr. Veres reported that a couple residents have asked about installing "Children at
19 Play" signs, we do have two brand new ones. One can be placed on Franklin Street, and
20 Ms. Caswell suggested one on Main Street.

21 Mr. Veres inquired if we received a State Police report about the Stop Sign that was
22 hit on Main Street at High Street. Mrs. Young replied that we do not get State Police
23 Reports because we have to pay for them. Mr. Veres asked if we were going to go after
24 the insurance of the person who hit the sign, and she replied that she did not know anything
25 about it. Mrs. Breidinger reminded Mrs. Young that she had mentioned it to her that
26 someone had called it in to the police department of Bethlehem or Bethlehem Township,
27 through the State Police. Mrs. Young said she will call them. Mr. Young stated that
28 typically the Mayor requests the State Police Reports. Mrs. Breidinger said she will speak
29 with the Mrs. McAllister about that.

30 In addition, Mr. Young said that the Children at Play were originally purchased at
31 the request of the Daycare on Crescent Street quite some time ago, but they were never put
32 up. Mrs. Breidinger asked if they could not be used for anything other than the original
33 purpose.

34 Mr. Veres returned to the issue of the Stop sign stating that if that person had
35 insurance, similar to the guide rails, if the insurance is paying for it, we should have a
36 contractor come in and install the signs. Mr. Elliott said the Borough has an obligation to
37 ensure that the proper signs are up. Mr. Young said that if we pay our people, we can be
38 reimbursed, but Mr. Veres noted that it is a very difficult sign to put, given the location and
39 the terrain. Mr. Young reported that many years ago they had tried to find a sign company
40 that would install the signs to no avail.

41 Mrs. Breidinger asked Ms. Caswell to check with Mrs. McAllister about the Police
42 Report.
43

4 **Committee Reports-continued**

5 **Signs-**

6 Mr. Veres also suggested the purchase of a WindMaster, an emergency stand with
7 a Stop sign on it. They can be purchased for \$89.00. Mrs. Breidinger asked for a motion to
8 purchase a WindMaster for \$89.00 from Reliable Sign and Striping. Ms. Caswell made the
9 motion. Mrs. Harstine seconded. All Ayes.

10

11 **Roads-**

12 Mrs. Breidinger presented an estimate from Bethlehem Sandblasting and Coatings
13 for coating the dump body for \$2,500.00 noting it can be done without having to remove
14 the bed. Mr. Young asked if the frame is included with that. Mr. Veres said the vendor will
15 do whatever he can without having to deal with the wiring. Mr. Veres made a motion to
16 have the work done. Ms. Caswell seconded, All ayes.

17

18 **Sewer-**

19 Ms. Caswell reported there was a problem between Pump Station #2 and Pump
20 Station #4. Chrin came out to investigate. Tom McMonigle and Charlie(?) Chrin went from
21 manhole to manhole, found and fixed the problem at no cost to the Borough. Mrs.
22 Breidinger thanked them very much, and will send a handwritten thank you note. Mr.
23 Young suggested it should be a letter from Council on Letterhead. Mrs. Breidinger said she
24 will compose it and get it over to Beth to send.

25 Ms. Caswell stated that the Pump Stations are due for their yearly cleanout. Septix
26 has provided an estimate of \$1,870.00 to perform the work Mrs. Breidinger noted that that
27 was considerably less than what Allstate Septic Systems had charged previously. Mr.
28 Young questioned if Septix has had previous experience with this type of work, which Mrs.
29 Breidinger confirmed, and noted that they were also a local company. Ms. Caswell made a
30 motion to hire Septix for the annual cleanout, Mr. Veres seconded, all ayes.

31 Mr. Young questioned the \$2,588.00 quote from Hydro-Numatic to supply and
32 install two fans for PS #4, saying that it was a lot of money since they do not affect the
33 running or function of the pumps, just provide cooling during the summer months. It was
34 suggested that they be put into next year's budget, and shop around in the meantime.

35 It was noted that the batteries previously purchased do not fit all the pump stations,
36 so they are still in need of batteries for two of the four stations. Mr. Young said the
37 incorrect batteries should be returned, but Mrs. Breidinger said they can be recharged and
38 don't go bad.

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40 **President's Report-**

41 Nothing at this time.

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5 **Old Business-**

6 **Problem Properties.** Three properties were listed on the agenda: 299 Main Street,
7 525 Berger Road and 158 Main Street. Judge Corpora said that private civil complaints
8 should be presented as separately. Mr. Elliott said that would be unreasonably
9 burdensome, and suggested that Council should look into passing the enforcement activity
10 on to Keycodes to issue citations. He said he had called Keycodes twice to discuss, but
11 they have not gotten back to him, which is unusual. Mrs. Breidinger agreed that they are
12 usually prompt in returning calls.

13

14 **124-126 Main Street (Former Glendon Hotel site)** Mrs. Young said she left a
15 message for Chuck Weis of Community Action Lehigh Valley, who was out of the office.
16 He called back and he doesn't understand why we are sending bills to them, and doesn't
17 think they should be responsible for them. Mr. Elliott agreed that we should indeed be
18 sending them the bills.

19

20 **Air B&B.** Mr. Elliott stated the Council was previously not interested, Mr. Elliott's
21 thoughts were that we didn't have to do anything, but upon further consideration and
22 research, there were court cases that allowed them just on the strength of the definition,
23 which was vague, so it would be prudent to go back and amend the definition to at least
24 make sure that we are not letting Air B&Bs come in the back door. We will keep this on
25 the agenda for the next meeting.

26

27 **Paving Pine Lane:** No action at this time.

28

29 **Lighting for Borough Hall Parking Lot:** No action at this time.

30

31 **Disposition of Borough Property:** Mr. Young noted that this agenda item had
32 been missed. Mrs. Breidinger stated that she sent Mr. Elliott pictures of the items and
33 question, and Mr. Elliott asked for descriptions of the items.

34

35 **New Business-**

36 **New QuickBooks Price for 2025:** Mrs. Young received an email noting that the
37 price will be going up for 2025, so that needs to be taken in to consideration for budget
38 purposes.

39

40 **Keycodes Fee Schedule for 2025:** Keycodes rates will be increasing as well. Mr. Young
41 asked if a motion needed to be made for the new fee schedule? Mr. Elliott noted that
42 previously that was done by resolution, and he will review the previous resolution to see if

4 any action was necessary, but for now it may be prudent to approve the Keycodes
5 Inspection agency 2025 fee schedule. Ms. Caswell made the motion, Mrs. Harstine
6 seconded, all ayes.

7

8 **Budget:** Mrs. Breidinger said that it was fast approaching budget time and she has
9 little experience, so she asked if anyone on council had any experience with spreadsheets
10 but got no reply. She asked if anyone on council would be willing to help with the budget.
11 Mr. Veres volunteered to help.

12 Mr. Breidinger noted that there were two online courses, one for spreadsheets and
13 one for budgets for a cost of \$65.00 each, or \$130.00 total. Mrs. Harstine made a motion
14 to approve the expenditure of up to \$130.00 for the courses. Ms. Caswell seconded. Mr.
15 Veres, Mrs. Harstine, and Ms. Caswell voted aye; Mr. Young opposed. The motion passed.

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17 **Wages:** Mrs. Breidinger recently had a conversation with Dave Blankenship who
18 has been doing work for the borough in a non-plumbing capacity, and he was under the
19 impression that he was being paid the \$27.00 per hour that is the current rate for plow truck
20 drivers. He did approximately 30 minutes of work installing a condensation pump and was
21 surprised to learn that he was only receiving \$7.50 for that work. A discussion should be
22 had on increasing the \$16.31 wage for those workers, but for now she would like to suggest
23 that those workers be paid a one hour minimum. Mr. Veres agreed, given that the cost of
24 hiring a plumber or electrician would be a much higher rate and perhaps someone doing
25 that type of work should be paid about half of what a professional would get. Mr. Young
26 commented that any contractor would have overhead, insurance etc. to justify that rate. Mr.
27 Young was opposed to spending taxpayer money for time not spent performing a task. Mrs.
28 Breidinger asked for a motion to pay any employee called out to perform a task a one-hour
29 minimum. Mrs. Harstine made the motion. Ms. Caswell seconded. Ms. Caswell, Mrs.
30 Harstine and Mr. Veres voted in favor. Mr. Young was opposed.

31

32 Mrs. Breidinger stated there was no more new business. Council had intended to go into
33 Executive Session to discuss personnel matters. Mr. Elliott said that per Commonwealth
34 Court, if the session was not listed on the agenda, and it was not an emergency occurring
35 in the past 24 hours, Council could either do the Executive session at this time, but not take
36 action at this meeting or delay the Executive session until the next meeting on Thursday,
37 September 19, 2024, with proper notice on the agenda. A decision was made to go into
38 executive session, but Mr. Young stated that Mrs. Young requested it to be a public
39 discussion. Mr. Elliott had advised that Council does not have to honor that request and if
40 council approves that request, it is not necessary to deliberate anything they don't care to
41 speak about in public. Mr. Elliott recommended against having the discussion with the
42 public present. Most of council agreed, but Mr. Young stated that it shouldn't be a problem

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5 if there is nothing to hide. Mrs. Breidinger suggested adjourning the meeting and holding
6 the Executive session, with no action being taken until the next council meeting.

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8 Mrs. Harstine made a motion to adjourn the meeting. Ms. Caswell seconded, and the
9 motion was unanimously approved.

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11 The meeting was adjourned at 7:41 p.m.

12
13 Respectfully submitted,

14
15 *Veronica Shaffer*

16 Veronica Shaffer
17 Secretary/Treasurer