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**MINUTES OF THE  
GLENDON BOROUGH COUNCIL  
GLENDON BOROUGH HALL  
December 12, 2024**

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**Presiding:** Donna Breidinger – Council President

**Present:** Michael Veres - Council Vice-President  
Kathryn Harstine – Councilperson  
Amy Weisenberger-Caswell – Councilperson  
Donald Young – Councilperson  
Thomas Elliott – Solicitor  
Melody McAllister – Mayor  
Ronnie Shaffer – Secretary/Treasurer

**Absent:** James McAllister-Zoning Officer  
Beth Young –Tax Collector

**Visitors:** None

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

**Public Participation:** None

**Minutes:**

Mrs. Breidinger asked for a motion to approve the minutes of November 14, 2024, and November 21, 2024. Councilperson Amy Weisenberger-Caswell made the motion, Councilperson Kathryn Harstine seconded, All Ayes

**Treasurer's Report:**

**Bills to be paid:**

Treasurer Ronnie Shaffer noted a late addition to the bills to be paid from Keycodes for inspections at 112 Main Street and code enforcement at 299 Main Street for a total of 334.50.

It was noted that since Mayor/Council paychecks are issued at this meeting, it is not necessary to do the usual exclusions with the exception of Ms. Caswell and Duncan Caswell's public works paychecks. Mrs. Breidinger asked for a motion to pay the bills, with the noted exceptions. Mrs. Harstine made a motion to pay all but the excepted bills. Ms. Caswell seconded and the motion. All Ayes.

Mrs. Breidinger then asked for a motion to pay Ms. Caswell and Mr. Caswell's public works paychecks. Mrs. Harstine made the motion. Council Vice-President Michael Veres seconded. All Ayes, with Ms. Caswell abstaining.

5 **Tax Collector's Report:**

6 Mrs. Breidinger asked for a motion to accept the Tax Collector's Report, subject to audit.  
7 Mrs. Harstine made the motion, seconded by Mr. Veres, all Ayes.  
8

9 **Mayor's Report:**

10 Mayor Mindy McAllister noted that the Island Park Road dumping has to be addressed.  
11 She does have pictures of the truck that dumped the material, and apparently the property owner  
12 wants to build houses on the site, which is essentially a steep slope.

13 Mrs. McAllister also expressed appreciation to everyone who helped with the Main  
14 Street tree trimming project. Ms. Shaffer noted that Paul Altenbach from 106 Main Street  
15 commented on the good job as well. Mrs. Breidinger said that a few other residents also  
16 commented on how nice it looks.  
17

18 **Zoning:**

19 Mrs. McAllister said Zoning Officer Jim McAllister is working with the resident at 165  
20 Berger Road. They did not fill out the proper paperwork for the permit and have not paid the  
21 Borough fee. The work has been completed, but the resident doesn't call back. Ms. Caswell  
22 suggested putting a disclosure on the website noting that all permits must go through the Glendon  
23 Zoning Officer first, who will then advise the applicant as to what they need to do for KeyCodes,  
24 and there is a separate charge for each. Councilperson Donald Young noted that the Borough  
25 should be getting a percentage of the KeyCodes fee for administration.  
26

27 **Engineer's Report:** Nothing at this time.  
28

29 **Committee Reports:**

- 30 • Roads: Nothing at this time.  
31 • Signs:  
32 ○ Stop ahead signs on Main Street. – There are two different sizes; 18" and 36", which  
33 is recommended. They are \$99.00 each through Reliable Sign and Striping. Mr.  
34 Veres said that we already have the posts and hardware. Mr. Young inquired as to  
35 who is going to put them up. Mrs. Breidinger said that issue will be addressed later  
36 in the meeting. Mrs. Harstine suggested that since it is a three-way stop, there  
37 should be a sign for each direction. Mrs. Harstine made a motion to purchase three  
38 36" Stop Ahead signs. Ms. Caswell seconded, all Ayes.  
39 ○ Mr. Veres suggested there should be Stop Bars and STOP stencils on the pavement,  
40 which would be a project for the spring.  
41 ○ Mrs. Breidinger would like to look into additional signage for weight and size  
42 restrictions for Main Street. There is currently a Truck Route sign at the end of the  
43 bridge directing trucks to the right, and there is a Weight/Axle/Local Deliveries  
44 Only sign to the left, which are obviously ineffective. Mr. Young again said we  
45 need police enforcement. It was noted, however, that that is only effective if the  
46 police are present at the time of the violation.  
47

4 Mrs. Breidinger noted that there is a bill in the House for tax breaks for Boroughs  
5 and Townships for acquiring a police force that would make it more economically  
6 feasible to do that.

- 7 ○ Mr. Veres inquired about getting a police report for the August incident that took  
8 down the High and Main sign. The Mayor said it cost \$15.00 for the police report.  
9 Mrs. Harstine said she would call PSP. Once we have the police report we can  
10 pursue reimbursement. The permanent sign will be on Sunday (December 15, 2024)  
11 weather permitting.

- 12 ● Sewer:

- 13 ○ Ms. Caswell reported that Hydra-Numatic will be out on Friday, December 13<sup>th</sup> for  
14 the quarterly inspections. They are bringing an oscillator for Pump Station 3 to try  
15 to remove the calcium deposit buildup. The brackets for Pump Station 2 are still in  
16 fabrication and will be replaced as soon as they are available.
- 17 ○ Curtis Power was supposed to come out to do the yearly inspection of the generator  
18 on Wednesday, December 11<sup>th</sup>. They were supposed to notify her upon arrival, but  
19 they did not contact her, so she does not know if they actually came out. Mr. Veres  
20 said he will check the maintenance record on the door of the generator to see if the  
21 work was completed.

22  
23 **President's Report:** Nothing at this time.

24  
25 **Old Business:**

26 158 Main Street – it appears that the ball was dropped on this property. Solicitor  
27 Thomas Elliott stated that the Notice of Violation was sent out in June, but there has been no  
28 citation filed, so he was in contact with Rob Eppinger of KeyCodes via email to file citation.

29 299 Main Street – This property has three estates and five heirs. Margaret Russo is the  
30 Executrix of Frank Russo's estate and is local. Because there is no estate open for Mario, there is  
31 no executor, which complicates things further. Mr. Elliott received a call from Joel Scheer, who  
32 represents Ms. Russo, and has disclaimed ownership on behalf of his client, who has the ability  
33 to refuse the inheritance of the property. Mr. Elliott has withdrawn the citation because it is now  
34 unwinnable. The next step is to pursue Russell Russo, who is extremely difficult, or other heirs  
35 in Florida. In addition, Mr. Elliott noted that the citation written by Mr. Eppinger was incorrect  
36 as he was using an old ordinance and would have had to be withdrawn anyway.

37 525 Berger Road – Solicitor Elliott advised that the resident was cited by KeyCodes,  
38 which she did not respond to. A bench warrant will be issued for her arrest, and she will have to  
39 appear before the magistrate and plead guilty and pay a fine, or not guilty and pay a fee, and a  
40 hearing will be set. Mr. Elliott handed out correspondence received from the resident, claiming  
41 that she is a sovereign citizen, and does not acknowledge any jurisdiction of any governing body  
42 over her. Mr. Elliott does not wish to have her arrested; the mission is to get the property cleaned  
43 up. Mrs. McAllister noted that there are services available to help her, but the resident refuses to  
44 accept help. Mrs. Breidinger has had several conversations with her, and she just wants to be left  
45 alone. Mr. Young stated that he had dealt with this before at the request of her family, but the  
46 family has washed their hands of it. Mrs. McAllister questioned if it would be beneficial to  
47 follow through with the arrest/appearance before the judge?

5 525 Berger Road continued – Council discussed many alternatives to try to help her, but she  
6 always refuses the help. Mr. Elliott suggested that there are three options; Have Keycodes  
7 condemn the property, have the Animal Control Officer go in and remove the animals or have  
8 her arrested and fined. Right now, the arrest process will proceed since she did not heed the  
9 citation. It was decided to move forward with the condemnation, as the situation will only get  
10 worse. It was noted that it needs to be a coordinated plan with KeyCodes, the State Police and  
11 Animal Control. Mr. Elliott will notify KeyCodes.

12 Glendon Hotel – Mrs. McAllister noted that there have been several phone calls to Mr.  
13 Weis at the county with no reply. The last time she spoke with him, he was pursuing additional  
14 funding for the project. She will continue trying to get a status update.

15 Air B&B – Mr. Elliott reviewed the issue of purposely relegating Air B&Bs to non-  
16 residential areas, but there have been court challenges because it falls within the definition of  
17 Single-Family dwellings, so short term rentals would be permitted in every residential  
18 classification. That would require new definitions for residential use, which will be a big project.  
19 Mr. Elliott will continue with updating the definitions, etc.

20 Disposition of Borough Property - On Hold. Mrs. Breidinger and Mr. Veres are still  
21 working on it.  
22

23 **New Business:**

24 2025 Budget Approval/Adoption: Mr. Young said that he has discovered some  
25 discrepancies in the budgets and has questions on the reserves and does not wish to approve the  
26 budget at this time. Mrs. Breidinger said that council will reconvene in one week on December  
27 19, 2024, at 7:00 p.m. for the specific purpose of approving and adopting the budget and directed  
28 Ms. Shaffer to revisit the totals. Mr. Elliott noted that the budget is a tentative budget until it is  
29 adopted, allowing for correction of mistakes. Mr. Elliott will readvertise the meeting if possible.  
30 Mrs. Breidinger asked for a motion to table the adoption of the budget. Mrs. Harstine made the  
31 motion, Ms. Caswell seconded, all Ayes.

32 Cost of Living Allowance – Mrs. Breidinger asked to implement a 3.5% Cost of Living  
33 Allowance for General Labor, Plow Truck drivers and Secretary that was considered at budget  
34 time. Mrs. Harstine made a motion to approve the raise as stated. Ms. Caswell seconded. Mrs.  
35 Harstine, Ms. Caswell and Mr. Veres, Aye, Mr. Young, opposed.

36 A discussion then ensued about increasing Mayor/Council wages, but that cannot take  
37 effect until the after the next election cycle, so it will be considered in the 2026 budget.

38 Two people in Plow Truck – Mrs. Breidinger said the current trend for safety and  
39 liability purposes is to have two people in a plow truck. One at the Drivers rate and one at the  
40 General Labor rate. Mr. Young said he had concerns about the possibility of having two drivers  
41 in the truck at the same time, since there is a 16-hour limit for the drivers, and then being left  
42 with no one to cover the next shift. Council is aware of the limitations and would avoid that  
43 situation at all costs. Mr. Veres made a motion to have two people in the plow truck for safety.  
44 Ms. Caswell seconded. Mr. Veres, Ms. Caswell and Mrs. Harstine, Aye, and Mr. Young was  
45 opposed.  
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4 Maintenance Position – Mrs. Breidinger said that Dave Blankenship has been very  
5 helpful, but he has own business and is not always available when things need to be done. Mr.  
6 Veres said we need someone who is not only available, but able to do all types of skilled labor  
7 jobs. He suggested Jeff Breidinger, who worked in the Maintenance department for St. Luke’s  
8 Warren Hospital for 25 years. It was noted that Mr. Breidinger has been volunteering his time,  
9 recently fixing one of the toilets among other things. He is willing to accept the position on an as  
10 needed basis for \$25.00 per hour. Mrs. Breidinger then abstained and deferred to Vice President  
11 Veres, who asked for discussion on the matter. Vice-President Veres then called for a motion to  
12 hire Mr. Breidinger. Mrs. Harstine made the motion, Ms. Caswell seconded. Mr. Veres, Mrs.  
13 Harstine and Ms. Caswell, Aye, and Mr. Young opposed.

14 New Machine – Mrs. Breidinger presented three quotes for a new Front-End Loader.  
15 The quotes were obtained through Sourcewell, which is a government agency that does all the  
16 groundwork for municipalities, and we now have a registered account with them. They operate  
17 under all the required rules and regulations. The current backhoe is on its last legs, and we have  
18 funds available to buy a new machine. Prior to learning about Sourcewell, the quotes received  
19 had a discount of approximately six thousand dollars. Through Sourcewell, the discount is  
20 double that amount. Mr. Young asked if Sourcewell is a COSTARS dealer. Mrs. Breidinger said  
21 it is similar to the COSTARS program. Neither Mr. Young nor Mr. Elliott have heard of  
22 Sourcewell, and tabling the issue until next week was suggested so Mr. Elliott could verify the  
23 details. Mr. Veres made a motion to table the matter until the December 19<sup>th</sup> meeting. Mrs.  
24 Harstine seconded, all Ayes. Mrs. Breidinger asked council to retain the quotes for the next  
25 meeting to conserve paper.

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27 **Other Business:** Mrs. Harstine asked about getting smoke alarms as previously discussed. Mrs.  
28 Breidinger said that since no one sleeps in the building, smoke alarms would be ineffective, but  
29 Mr. Breidinger would be donating a carbon monoxide detector. Mr. Young noted that the heating  
30 system is now all electric and carbon monoxide is not an issue, so it would not be needed.

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32 **Announcements/Correspondence:** None

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34 Having no further business, Mr. Veres made a motion to recess the meeting until Thursday,  
35 December 19<sup>th</sup> at 7:00 p.m.. Mrs. Harstine seconded, all Ayes.

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37 The meeting was recessed at 8:32 p.m.

38  
39 Respectfully submitted,

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41 

42 Veronica Shaffer  
43 Secretary/Treasurer