

## AGENDA

### BIENNIAL ORGANIZATIONAL MEETING

JANUARY 5, 2026

- Presentation of Certificate of Election and Affidavit of Residency by Councilpersons Amy L. Weisenberger-Caswell and Kurt Ostrander and Tax Collector Theresa J. Sidor
- Administration of Oath of Office by Mayor McAllister to Councilpersons Amy L. Weisenberger-Caswell and Kurt Ostrander and Tax Collector Theresa J. Sidor
- Execution of Written Oath of Office by Councilpersons Amy L. Weisenberger-Caswell and Kurt Ostrander and Tax Collector Theresa J. Sidor for presentation to Secretary/Treasurer Veronica Shaffer
- Call to Order by the Honorable Melody McAllister, Mayor
- Roll Call
- Pledge of Allegiance
- Nomination and Election of Council President.
- Nomination and Election of Vice President
- Nomination and Election of President Pro Tem to preside in the absence of both the council president and vice-president
- Appointments by Borough Council:

#### A. Annual Appointment

Chairperson of the Vacancy Board

Independent Auditor

#### B. Expiring Terms

Zoning Hearing Board (three-year term)

Planning Commission (four-year term)

#### C. Persons Serving for Indefinite Term at the Pleasure of Council

Treasurer

Secretary

Engineer

Solicitor

Zoning Officer

Sewage Enforcement Officer

Open Records Officer

Persons Serving for Indefinite Term at the Pleasure of Council - Continued

Building Code and Property Maintenance Code Enforcement Officer -

Mayor ex officio

Deputy Building Code and Property Maintenance Code Enforcement Officer  
(currently Keycodes)

Emergency Management Coordinator - Mayor ex officio

- Appointment by Council President with approval by Council:

Building Committee

Road Committee

Sign Committee

Sewer Committee

Budget Committee (Treasurer, Council President, Councilperson)

Emergency Management (Mayor)

Hugh Moore Park Representative (Mayor)

Joint Planning Commission (Mayor)

Library Liaison (Mayor)

Municipal Conference Representative (Mayor)

Planning Commission

Police Coordinator (Mayor)

Public Safety Committee

Recreation Committee (Mayor)

Sewer Committee

Solid Waste Management Representative

Zoning Hearing Board

- Designation of Funds Depositories
  - PNC Bank, NA - General Fund and Sewer Fund
  - Pennsylvania Local Government Investment Trust
  - Pennsylvania Liquid Fuels Funds
- Designation of Account Signatories for each Fund Depository.

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- Discussion re adoption of Rules of Order, e.g.,
  - Robert’s Rules of Order. “Modern Rules of Order - A Guide for Conducting Business Meetings,”
  - Pennsylvania Bar Institute (1992) “The Modern Rules of Order,” Pennsylvania Bar Association.
  - Others
- Ratification of the Schedule of Public Meeting Dates as Advertised by the Borough Solicitor on December 1, 2025 in the print edition of the Express Times and online at:  
<https://classifieds.lehighvalleylive.com/>
- NOTICE IS FURTHER GIVEN that regular public meetings of Glendon Borough Council for the calendar year 2026 will be held on the **first, second and third Wednesday** of each month commencing at 7:00 p.m. preceded by workshop meetings commencing at 6:00 p.m. Meetings of the Glendon Borough Planning Commission for the year 2026 will be held on the third Monday of each month commencing at 7:00 p.m.  
Minutes – December 11, 2025

**Minutes – December 11, 2025**

**Treasurer’s Report**

Bills to be Paid.

**Tax Collector’s Report**

**Committee Reports:**

- Building
- Roads
- Sewers
- Signs

**Mayor’s Report**

**President’s Report**

**Engineer’s Report**

**Zoning Officer’s Report**

**Old Business:**

- Hilton Street West Sinkhole
- Air B&B
- Chrin 2025-2026 Snow Removal
- Pine Lane

**New Business:**

Announcements and Correspondence

Williams Township Fire Department covers Glendon Borough. If anyone is interested in volunteering, please contact Williams Township at 610-252-7648

Adjournment