

# COLLINGDALE BOROUGH

## COUNCIL MEETING



Tuesday, June 18<sup>th</sup>, 2024, 7:30 pm

### AGENDA

**THIS IS A IN-PERSON MEETING AT 7:30 P.M. AT THE COLLINGDALE COMMUNITY CENTER  
LOWER LEVEL, 800 MACDADE BOULEVARD, COLLINGDALE, PA 19023**

1. Call Meeting to Order by President Ryan Hastings
2. Pledge of Allegiance lead by Mayor Donna Matteo Spadea
3. Roll Call by Council President Hastings:
  - 1) Council Member Williams,
  - 2) Council Member Cotton,
  - 3) Council Member Coffee,
  - 4) Council Member Zane,
  - 5) Councilman David Lee Robinson,
  - 6) Vice President Calhoun,
  - 7) President Hastings,
  - 8) Mayor Matteo Spadea

**Others Present: Solicitor Peter Amuso**

4. Executive session was held on June 12<sup>th</sup> for personnel matter.
5. Executive session was held on June 18<sup>th</sup> for personnel and legal matter.
6. Motion to open the meeting to hear Public Comments, with 3-minute limit per person.  
Motion: Second: Approved: Y/N
7. Motion to return to the order of Business.  
Motion: Second: Approved: Y/N
8. Swearing in James Blocker to the Zoning Hearing Board.
9. Motion to Approve Resolution 2024-18 Collingdale Hero Award and to present the award.  
Motion: Second: Approved: Y/N
10. Motion to Approve purchase of Hero award. Cost: \$114.05  
Motion: Second: Approved: Y/N

**Pause for Pictures**

#### Council Committee Reports:

1. Finance, Administration, Technology, HR & Library Report by Council Member Williams
2. Health, Code Enforcement, & Zoning Report by Council Member Williams
3. Highway & Sanitation Report by Vice President Calhoun
4. Parks & Recreation Report by Council Member Cotton
5. Properties, Utilities, & Planning Report by Councilman David Lee Robinson
6. Public Safety, & Emergency Services Report by Councilman David Lee Robinson
7. State of Collingdale, with Public Announcements by Mayor Donna Matteo Spadea
8. Solicitor report by Peter Amuso

**9. Council President Public Announcements, Comments, and Engineer’s Report.**

**New Business:**

**1. Motion to Appoint C. Micheal Robinson as the Borough Manager of the Borough of Collingdale for an annual salary of \$95,000. Such appoint will be subject to an employment agreement as approved by the solicitor.**

**Motion: Second: Approved: Y/N**

**2. Motion to hire Mattie Bowers to full time clerk position.**

**Motion: Second: Approved: Y/N**

**1. Motion to appoint Rafiqa Hutchings as full-time code enforcement officer for the Borough of Collingdale. Such appoint will be subject to an employment agreement as approved by the solicitor.**

**Motion: Second: Approved: Y/N**

**2. Motion to Appoint Assistant Administrative Secretary Sheena Butler as Right to Know Officer for the Borough of Collingdale.**

**Motion: Second: Approved: Y/N**

**3. Motion to Approve Resolution 2024-19 – 1147 Broad Street Lot Consolidation Approval**

**Motion: Second: Approved: Y/N**

**4. Motion to Approve Resolution 2024-20 – Pride Month Recognition**

**Motion: Second: Approved: Y/N**

**5. Motion to Approve Resolution 2024-21 – Juneteenth Recognition**

**Motion: Second: Approved: Y/N**

**6. Motion to provide the Chief of Police written notice pursuant to Chapter 71, Section 22 of Collingdale Borough Code.**

**Motion: Second: Approved: Y/N**

**7. Motion to send communication to the Civil Service commission to organize and begin the Civil Service process pursuant to Borough Code.**

**Motion: Second: Approved: Y/N**

**8. Motion to send communication to the Zoning hearing board to organize and schedule hearing for open Zoning Board hearings.**

**Motion: Second: Approved: Y/N**

**9. Motion to Approve Resolution 2024-22 Borough Digital Sign Administration.**

**Motion: Second: Approved: Y/N**

**10. Motion to Approve Resolution 2024-23 Borough Digital Sign Content Policy.**

**Motion: Second: Approved: Y/N**

**11. Motion to authorize filing lines on properties for unpaid board up fees and fines after sending final notice to property owners after 30day waiting period for response for payments from property owners.**

**12. Motion to Approve purchase of additional play mulch. Cost up to \$2000**

**Motion: Second: Approved: Y/N**

**13. Motion to Approve purchase of street paint. Cost \$800**

**Motion: Second: Approved: Y/N**

**14. Motion to terminate Part time park helper.**

**Motion: Second: Approved: Y/N**

**15. Motion to Approve training for Forensic Investigations for Officer Hanly. Cost \$650.00**

**Motion: Second: Approved: Y/N**

**16. Motion to Approve 409 MacDade Blvd Sanitary Sewer Lateral repair as recommended by the Borough Engineer. Lateral connection to main is partially blocked by sewer liner which is the boroughs responsibility.**

**Motion: Second: Approved: Y/N**

**17. Motion to Approve 2024 to 2027 Sanitary Sewer, Storm Sewer and Roadway Maintenance Contract to A to U Services.**

**Motion: Second: Approved: Y/N**

**18. 128 Hanson place. Sewage is coming out of the back door and streaming in the common driveway. Discussion.**

**19. Motion to remedy the health and safety hazard at 128 Hanson.**

**Motion: Second: Approved: Y/N**

**20. Motion to Approve Payment of \$397,500.00 to Darby Creek Joint Authority - DELCORA for Q2 payment.**

**Motion: Second: Approved: Y/N**

**21. Motion to Approve Street Sweeper Repair from US Municipal. Cost \$23,950.00 + shipping of parts.**

**Motion: Second: Approved: Y/N**

**22. Council discussion on landscaping project for new borough digital sign.**

**23. Read out of draft propose ordinance for short term rental properties and council - discussion**

**24. Introduce the Plan for Building a Beloved Community in the Borough of Collingdale, Pennsylvania**

**Facilities and Fields Rentals**

**1. Motion to Approve Collingdale Park Pavillion Rental for Saigay Sheriff. Date of Use: 8/25/24 11am to 5pm for Family reunion. Number of people 75. Deposit paid 6/3/2024. Charge: \$400.00 due**

**Motion: Second: Approved: Y/N**

**Old Business:**

**1. 2024 Road Program – Safety and Traffic Calming Initiatives - Discussion**

**2. Pusey Ave. Park: Basketball Court Renovation Project Plan Draft Introduction – Discussion**

**Motion to Adjourn the Meeting:**

**Motion: Second:**

**Adjournment.**