

COLLINGDALE BOROUGH

COUNCIL MEETING



Tuesday, September 17th , 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 , Engineer Michael Kozlowski, Borough Manager C. Michael Robinson

4. Council held an executive session on September 13th at 7:00pm for 45min for a personnel, staffing matters.
5. Council held an executive session on September 17th at 6:30pm for a personnel HR 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. Engineer Report by Michael Kozlowski of Stantec.

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. Borough Manager's Report by Borough Manager C. Michael Robinson
9. Solicitor report by Peter Amuso
10. Council President Public Announcements, and Comments.

New Business:

1. Motion to Appoint to the Civil Service Commission.
 - i. Motion: Second: Approved: Y/N
2. Motion to Appoint to the Civil Service Commission alternate.
 - i. Motion: Second: Approved: Y/N
3. Motion to approve authorization \$10,275.60 payment to Employee 72 for retirement/end-of-service compensation.
 - i. Motion: Second: Approved: Y/N
4. Motion to approve termination of Employee 10286.
 - i. Motion: Second: Approved: Y/N
5. Motion to approve Borough Managers attendance at PSAB Fall Conference and the Borough covering all cost.
 - i. Motion: Second: Approved: Y/N
6. Motion to approve moving payroll submission from Tuesday to Wednesday. Pay period close day will still be Tuesday.
 - i. Motion: Second: Approved: Y/N
7. Motion to approve Stantec sending a rollover letter to the County to rollover the 2024 County aid funding to 2025.
 - i. Motion: Second: Approved: Y/N
8. Motion to approve authorization \$12,000 payment to AJG for insurance payment installment.
 - i. Motion: Second: Approved: Y/N
9. Motion to approve authorization \$7,500 payment to Stantec to perform an initial evaluation and prepare report relative to the development of the Borough's Multi-Asset Improvement Plan.
 - i. Motion: Second: Approved: Y/N
10. Motion to approve Treasurer's Reports for March, April, May, June 2024 and post all 2024 Treasurers reports to the borough's website and all future Treasurer's reports of the Borough after approval.
 - i. Motion: Second: Approved: Y/N
11. Motion to approve authorizing Borough Manager to seek payroll auditors' bids.
 - i. Motion: Second: Approved: Y/N
12. Motion to authorize the Borough Manager to conduct an investigation into the location of missing Borough records.
 - i. Motion: Second: Approved: Y/N
13. Motion to approve authorization for the complete transference of all Collingdale Police department personnel records to the Borough Manager.
 - i. Motion: Second: Approved: Y/N
14. Pennsylvania Department of Community and Economic Development (DCED) Strategic Management Planning Program (STMP) – Council Discussion
15. Short Term Rental Ordinance Introduction – Council Discussion
16. Sober Living Ordinance Introduction – Council Discussion
17. Introduction Ordinance Establishing requirements for non-profit organizations and associations to engage in business with the borough – Council Discussion
18. Noise Ordinance for the Borough of Collingdale Introduction – Council Discussion
19. Block Parties Ordinance for the Borough of Collingdale Introduction – Council Discussion
20. Facilities and Parks Rental Ordinance for the Borough of Collingdale Introduction – Council Discussion.
21. Handicap Parking Application and approval process – Council Discussion.
22. Disorderly Property Ordinance Amendment – Council Discussion
23. Motion to hire Chief of Police for the Borough of Collingdale subject to finalization of employment contract by the solicitor.

