



The Borough of Collingdale, Pennsylvania
BOROUGH COUNCIL PUBLIC MEETING
Tuesday, January 20th, 2026, 7:30 PM

AGENDA

**THIS IS AN 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 Felecia Coffee**
- 2. Pledge of Allegiance lead by Mayor Donna Matteo Spadea**
- 3. Roll Call by Borough Manager:**

- 1.) President, Felecia Coffee**
- 2.) Vice President, Fareeda Mabry**
- 3.) Councilman, Dwight Greene**
- 4.) Councilwoman, Shannon
Murphy**

- 5.) Councilman, David Lee
Robinson**
- 6.) Councilwoman Keisha Williams**
- 7.) Mayor Donna Matteo-Spadea**

Others Present: Borough Manager Joe Papaleo, Solicitor Deanna Williams, Engineer Nicholas Cross, and Secretary Sheena Butler

- 4. Motion to open the meeting to hear Public Comments.**

Motion: Second: Approved: Y/N

- 5. Motion to return to the order of Business.**

Motion: Second: Approved: Y/N

UPDATES:

- 1. Mayor's Report: Donna Matteo-Spadea**
- 2. Engineer's Report: Nicholas Cross**
- 3. Borough Manager's Report**

NEW BUSINESS:

- 1. Consideration of a motion to Declare a Council Vacancy Due to Written Resignation
from Rochelle Helm.**

Motion: Second: Approved: Y/N



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2. Council President opens the floor for Nominations to fill the Vacancy.

a. Nominations:

3. Consideration of a Motion to Close Nominations for the Council Vacancy.

Motion:

Second:

Approved: Y/N

4. Consider a motion to Appoint _____ to the Borough Council Vacancy Pursuant to Borough Code (Term Ending December 31st, 2027)

Motion:

Second:

Approved: Y/N

Pause for Swearing in of New Council member by Mayor Matteo-Spadea

5. Council President appoints new member of the Council to vacant committee seats

a. Committee Chair: Public Safety

b. Committee Member: Parks & Rec and Library

c. Committee Member: Buildings, Properties, and Utilities

6. Consider a motion to appoint Ms. Diane Hunter to the role of Deputy Tax Collector

Motion:

Second:

Approved: Y/N

7. Finance and Administration Committee: Chair Shannon Murphy

a. Finance and Administration Committee Report

b. Finance Director & Treasurer's Report: Marcy DeLorenzo Rosci, CPA

c. Motion to Approve the Treasurer's Report

Motion:

Second:

Approved: Y/N

d. Motion to approve the Bills for Payment

Motion:

Second:

Approved: Y/N

e. Motion to Approve January 5, 2026, Council Reorganization Minutes Meeting

Motion:

Second:

Approved: Y/N

f. Discussion: Local Earned Income Tax (EIT)



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- b. Motion to authorize the Borough Manager to negotiate an MOU with Teamsters 107 to create entry-level positions for the Sanitation Department without a CDL requirement**

Motion:

Second:

Approved: Y/N ☐

- c. Motion to authorize pricing and purchasing of a new V - shaped snow plow to replace the 21 year old plow that was lost due to the recent snow storms.**

Motion:

Second:

Approved: Y/N ☐

9. Public Safety Committee

- a. Public Safety Committee Report**

- b. Motion to ☐ Approve payment to Emergency Vehicle Service Solutions for Installations of Police Radios for (5) Police Vehicles, cost not to exceed \$3,500.00**

Motion:

Second:

Approved: Y/N

- c. Motion to Authorize the Borough Manager to list (4) Police Vehicles for sale/auction on Municibid: 2013 Ford Explorer BLK/WHT, 2011 Ford Explorer WHT, Chevy Trailblazer, and Kia Forte**

Motion:

Second:

Approved: Y/N

10. Parks & Rec and Library Committee

- a. Parks & Rec Committee Report**

- i. Discussion: Recruitment of Recreation Board Members Pursuant to the Pennsylvania Borough Code and Collingdale Borough Ordinances, including ways and means Subcommittee Focused on Recreation Fundraising**
- ii. Discussion: Progress on Community Garden concept**

- b. Consider a Motion to Approve the Budget for the Black History Month Celebration, cost not to exceed \$750.00**

Motion:

Second:

Approved: Y/N

11. Buildings, Properties, & Utilities Committee

- a. Buildings, Properties, & Utilities Committee Report**



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- i. **Discussion: Facilities Project List for Interior and Exterior Maintenance and Cleaning**
- ii. **Paint Benches in front of Borough Hall**
- iii. **Exterior Bricks Pointed**
- iv. **All Window Exterior's Cleaned**
- v. **Repair hole in the Wall in the Stairwell**
- vi. **Purchase of Industrial Carpet Cleaner and quarterly carpet cleaning**
- vii. **Discussion: HVAC Improvement Projects funded by Grant Awards**

12. Planning, Zoning, & Code Enforcement Committee

a. Planning, Zoning, & Code Enforcement Committee Report

- i. **Discussion: Review of Necessary Corrections to the 2026 Fee Schedule for Adoption Concurrent with the Amended 2026 Budget, Pursuant to the Pennsylvania Borough Code, Deadline of February 15, 2026**
- ii. **Discussion: Need for Fire Inspections and Dedication of Related Revenue to Fire Services in Collingdale Borough.**
- iii. **Discussion: Internal Building Construction Officer**

13. Special Projects, Exploratory, & Research Committee

a. Special Projects, Exploratory, & Research Report

- i. **Explore the purchase of Cameras/Broadcast Equipment for the recording of public meetings**
- ii. **Discussion: Usage of the name Collingdale Connect and practicality of continuation of the Collingdale Connection app; pending data regarding efficacy.**
- iii. **Exploration of Potential Locations, Concepts, and Grant Opportunities for a Borough-Wide Large-Scale Mural Arts Program**

b. Motion to allow the Borough Manager to launch Official Borough Facebook, Instagram, and YouTube Channel for Outreach, Community engagement, and Communication

Motion:

Second:

Approved: Y/N

Professional Reports

- 1. Police Chief's Report**
- 2. Fire Marshall's Report**
- 3. Solicitor's Report**



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OLD BUSINESS

1. N/A

ANNOUNCEMENTS & PRESIDENT'S COMMENTS: (Executive Sessions and/or future Meetings)

Motion to Adjourn the Meeting:

Motion:

Second:

Adjournment.