The Borough of Collingdale, Pennsylvania

BOROUGH COUNCIL PUBLIC MEETING

Monday, May 4, 2026, 7:30PM

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 Joe Papaleo, 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) Councilman Stephen Zane
8) D. Matteo-Spadea, Mayor

Others Present: Borough Manager Joe Papaleo, Solicitor Deanna Williams, Engineer Nicholas Cross, and Borough Secretary Sheena Butler, Sgt. Patrick Crozier, and Treasurer Marcy DeLorenzo, CPA

4. Motion to open the Meeting to hear Public Comments. OBJ
   Motion: Second: Approved: Y/N

Public Comments:

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: Nick Cross

Updates Cont'd.

3. Borough Manager's Report: Joseph Papaleo
4. Finance Director & Treasurer's Report: Marcy DeLorenzo Rosci, CPA
5. Fire Marshal's Report: Colin McCann

New Business:

1. Finance and Administration Committee Report – Chair Shannon Murphy

a. Motion to approve an Administrative Computer to be used for a POS System at the Admin Window to lessen duplicating the Check and Cash deposits
Motion: OBJ Second: Approved: Y/N

b. Motion to approve Meeting Minutes for: March 2, 2026, and April 20, 2026
Motion: Second: Approved: Y/N

c. Proof of publication has been received for ongoing advertisement of the EIT Ordinance which will be brought for a Vote on May 18th at the scheduled Legislative Meeting. Advertisements have appeared on Friday, April 24, 2026, Friday, May 1, 2026, and will appear one last time on Friday, May 8, 2026.

d. Motion to prohibit the acceptance of cash at the Administrative Office window beginning immediately.
Motion: Second: Approved: Y/N

e. Motion to approve Summer Hours for the Admin Office and Police Secretary. Summer hours to commence Monday, May 25th and cease after Friday, September 4, 2026.

Motion: Second: Approved: Y/N

f. Motion to approve $500.00 donation from Collingdale to Academy Park After-Prom
Motion: Second: Approved: Y/N

g. Agenda deadlines for May through September will be as follows:
(1) All items added to the agenda by Councilmembers must be submitted by email to the Borough Manager and Secretary no later than 10 am on the Wednesday prior to the Monday Meeting.
(2) Final edit requests must be emailed by Thursday at 4:00 pm.
(3) Agendas will be posted on the website by Noon on Friday prior to the Monday Meeting.

(4) Any edits thereafter, to the Agenda will require a Motion to the amend the agenda on the floor during the public meeting.

2. **Public Safety Committee - Chair Stephen Zane**

   a. Motion to approve Resolution No. 2026-09 establishing the terms of Civil Service Commission Members in accordance with PA Borough Code and appointing replacements for any Member(s) whose term has expired
   Motion: Second: Approved: Y/N

3. **Public Works, Highway, and Sanitation Committee – Chair Stephen Zane**

   a. Motion to approve Resolution 2026-10 establishing (7) Seven Service Districts in the Borough of Collingdale and distinguishing those Service Districts from the Borough's (5) Five Voting Precincts.
   Motion: Second: Approved: Y/N

   b. Motion to approve the hiring of Jeremy J. Murphy to the part-time seasonal position as advertised.

   Motion: Second: Approved: Y/N

4. **Parks & Recreation – Chair, V.P. Fareeda Mabry**

- **Parks & Recreation Committee Board Swearing in of Amber Hayward, 824 Broad Street, Collingdale, PA 19023**
- **Parks & Recreation Committee Board Swearing in of Gwendolyn Roberta Bennett, 131 Wayne Ave, Collingdale, PA 19023**

   a. Motion to approve $1,000.00 for Juneteenth Event Games and other items for the Events in June.

Motion: Second: Approved: Y/N

5. **Buildings, Properties, & Utilities Committee – Shannon Murphy**

   a. Motion to Approve the Proposal for Pond remediation and treatment to support Wildlife
   Motion: Second: Approved: Y/N

6. **Planning, Zoning, & Code Enforcement Committee – Chair Dwight Greene**

   a. Motion to approve Ordinance 2026-01, requiring Sewer Lateral Inspections prior to transfer of Property Ownership
   Motion: Second: Approved: Y/N

7. **Special Projects, Exploratory, & Research Committee – Chair, Pres. Felecia Coffee**

   a. No New Business

PROFESSIONAL REPORTS

1. Police Chief Report
2. Solicitor's Report

OLD BUSINESS

Council President Felecia Coffee Public Announcements, and Comments:

Motion to Adjourn the Meeting:

Motion: Second: Approved: Y/N

Adjournment.