



# Allentown

435 Hamilton Street  
Allentown, Pa. 18101

## Meeting Agenda - Final

### City Council

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Wednesday, January 19, 2022

6:30 PM

Council Chambers

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#### Invocation: Moment of Silence

#### Pledge to the Flag

#### Roll Call

#### Courtesy of the Floor

#### Courtesy and Privilege of the Floor Rules

*Please observe the Rules of Council when addressing the body. A full copy of Council Rules can be found on the city website or by email if you contact Council office.*

*There are multiple opportunities to address Council. Individuals can speak during Courtesy of the Floor (addressing items not on the agenda) and during Bills and Resolutions on Final Passage and Introduction. When given the Floor, please go to the podium and state your name and address. All remarks must be directed towards the presiding officer or council as a body; not a particular Council member or elected official, the audience or city staff. Unless otherwise determined, individuals shall have three minutes to address council and individuals representing a bona-fide group shall have five minutes. Privilege of the Floor will not be extended for personal insults or personal attacks on any individual, name calling or other behavior that is inconsistent with the purpose and intent of conducting official business. Please address council as a body. Refrain from using offensive language, cursing and making noises while other people are speaking. Act with decorum. Remove your hat and turn cell phones off.*

*(Council Speaking Rules: Members and others given the privilege of the floor will address the Presiding Officer. The Presiding Officer will extend the courtesy to the Councilperson(s) responsible for introducing legislation the opportunity to speak first. Each member will have the right to speak twice on any subject. No Member will be allowed to speak more than twice on any subject without permission of the Presiding Officer. No Member will speak more than three (3) times on the question without the unanimous consent of all the Members present.*

#### Contract Approvals

R2

Authorization for Engagement of Professional Services with Michael Baker International for \$3,995 to prepare a conceptual landscape plan for improvements for the pocket park at 2nd Street and Hamilton Street. This quote was below purchasing requirements and therefore only one (1) quote was necessary.

**Sponsors:** Administration

**Attachments:** [R2\\_Michael Baker Int](#)

#### Minutes of Previous Meeting

December 15, 2021 City Council Meeting Minutes

**Attachments:**      [December 15, 2021 City Council Meeting Minutes](#)

January 3, 2022 City Council Organizational Meeting Minutes

**Attachments:**      [January 3, 2022 City Council Organizational Meeting Minutes](#)

**Communications**

**Old Business**

**REPORTS**

**Note from President Mota: A Special Committee has been set up consisting of the Chair of Budget and Finance who will also act as Chair of this committee, Councilperson Hendricks, and myself to work with the administration on selecting a new auditor pursuant to the Home Rule Charter.**

**Committee Reports:****Budget and Finance: Chair Siegel, Hendricks, Santos**

The Committee met this evening; the next regularly scheduled meeting is on January 26th, time to be determined. The agenda will include the monthly financials and a review of responsible contractor legislation, with the intent to introduced formal legislation on February 2nd, taking into considerations comments from the Administration and the committee.

**Community and Economic Development: Chair Gerlach, Siegel, Mota**

The Committee has not met since the last council meeting; the next committee meeting is scheduled for February 9th, time to be determined; the committee will be discussing legislation that is being proposed and programs that provide for affordable housing in the event government funding is involved in the development project.

**Human Resources, Administration and Appointments: Chair Santos, Hendricks, Siegel**

The Committee has not met since the last Council meeting; there are no future meetings scheduled.

**Parks and Recreation: Chair Affa, Gerlach, Santos**

The Committee met this evening; there are no future meetings scheduled.

**Public Safety: Chair Hendricks, Zucal, Affa**

The Committee has not met since the last Council meeting; there are no future meetings scheduled.

**Public Works: Chair Zucal, Affa, Hendricks**

The Committee met this evening; the next meeting is scheduled for February 2 at 6 PM.

**Rules, Chambers, Intergovernmental Relations and Strategy: Chair Mota, Zucal, Gerlach**

**The Committee has not met since the last Council meeting; there are no future meetings scheduled.**

**Controller's Report****Mayor's Report**

## Controller Reports

**Attachments:**

[AP Letter](#)  
[Accts Payable Weekly Check Review - Dec 20 Report](#)  
[Accts Payable Check Review - Jan 6 Report](#)  
[Accts Payable Check Review - Dec 20 Report](#)  
[Accts Payable Weekly Review](#)  
[Accts Rec 10G CD](#)  
[AP Letter Jan 6](#)  
[Bank Rec - August](#)  
[Bank Rec - Letter](#)  
[Bank Rec Letter - Sept 30](#)  
[Bank Rec - to 9.30](#)  
[Cash Count - Revenue Audit Letter](#)  
[Cash Count Revenue and Audit](#)  
[PCard R4 - Cover Letter](#)  
[PCard Review - Oct](#)  
[PCard Review - Sept](#)  
[Petty Cash Review - Treasury - Jan 6 Report](#)  
[Petty Cash Review](#)  
[Cover Letter - CD 10G](#)  
[Cover Letter PC Sept](#)

**ORDINANCES FOR FINAL PASSAGE (To be Voted On):**

Bill 119 Public Works, this evening  
Providing for the vacation of Chestnut Street from the centerline of North Race Street to the West right of way line of the American Parkway in the First Ward of the City of Allentown:

**Attachments:**     [Bill 119 Chestnut Street - Street Vacation](#)  
[Chestnut Staff Report](#)  
[Planning Staff Report Vacation Chestnut Street from American Parkway to Race](#)  
[ACPC Action - Chestnut Street from American Parkway to Race Street](#)  
[Letter from Lehigh Valley Planning Commission regarding Chestnut Street Va](#)  
[Letter from Mike Hanlon regarding Chestnut Street from American Parkway to F](#)  
[Chestnut Street - Street Vacation Labels](#)

Bill 120   Public Works, this evening  
Amending the Article 531.11, Parking Prohibited at Handicapped Area, by creating a provision that at the request of any handicapped person or severely disabled veteran for whom a handicap sign has been erected pursuant to this ordinance, the Allentown Parking Authority may issue to that person a numbered handicap permit and the handicap sign shall be numbered to correspond with the permit. The numbered space may only be occupied by the vehicle bearing the corresponding numbered permit. The Allentown Parking Authority shall erect a sign on or near the handicap sign indicating the restricted nature of the handicap parking space and providing for a penalty for unauthorized parking at a marked handicapped spot.

**Sponsors:**       Affa, Gerlach, Mr. Zucal and Guridy

**Attachments:**     [Bill 120 Handicap Spot](#)

Bill 124   Parks and Recreation, this evening  
Amending the 2021 General Fund Budget to provide for a supplemental appropriation of One Hundred Nineteen Thousand Seven Hundred Ninety-Three Dollars and Sixty-Nine Cents. (\$119,793.69) from the unappropriated balance of the 2021 General Fund to the 2021 Capital Fund as required by Trexler Trust Agreement.

**Sponsors:**       Administration

**Attachments:**     [Bill 124 General Fund Capital Match](#)

**CONSENT AGENDA: Items placed on the consent agenda shall be voted on by a single vote. The vote will be a roll call vote. Any individual member of Council may pull an item from the consent agenda at any point prior to the vote on the consent agenda. Items pulled will be voted on individually at the appropriate place on the agenda for that item. Public comments for items on the consent agenda will be taken prior to the consent agenda vote.**

R3  
Sewage Planning Module at Sheetz, Inc.

**Attachments:**     [R3 Sheetz, Inc. - Sewage Planning Module](#)  
[Sewage Planning Module - Sheetz](#)

R4  
Certificates of Appropriateness for work in the Historic Districts:

- 31 N. 9th St. • 443 N 9th
- 809-811 W. Gordon • 1116 W. Linden

**Attachments:**      [R4 HARB Resolution January 19](#)  
[31 N 12th Final Review](#)  
[443 N 8th Final Review](#)  
[809-811 N 9th Final Review](#)  
[1116 W Linden Final Review](#)

R5

Alex Encelewski, HISTORICAL ARCHITECTURAL REVIEW BOARD - HARB  
(Reappointment) Term Expiration: 01/07/2025

**Attachments:**      [R5 Alex Encelewski - HARB](#)  
[Alex Encelewski Request for Appointment HARB](#)  
[Alex Encelewski Resume HARB](#)

R6

Heidi Westerman, Property Rehabilitation and Maintenance Board of Appeals  
Appointment, 08/05/2024 (Replacing William Harvey)

**Attachments:**      [R6 Heidi Westerman - Property Rehabilitation and Maintenance Board of Appeals](#)  
[Heidi Westerman - Property Rehabilitation and Maintenance Board of Appeals](#)  
[Heidi Westerman - Resume](#)

R7

Candida Affa, Nuisance Abatement Appeal Board, 12/31/2024 (reappointment)

**Attachments:**      [R7 Candida Affa - Nuisance Abatement Appeal Board](#)

R8

Candida Affa - Vacant Property Review Board/Blighted Property Review Committee,  
12/31/2023 (reappointment)

**Attachments:**      [R8 Candida Affa - Vacant Property Review Board Blighted Property Review Cor](#)

R9

Authorizes Disposition of Certain Records

**Attachments:**      [R9 RECORDS RETENTION 2022](#)

## **RESOLUTIONS FOR FINAL PASSAGE (To be Voted On):**

R10

Approves five transfers: (1) \$33,860.00 in Finance Director to complete a cost allocation and user fee study as approved by RFP committee; (2) \$11,303.36 in Recycling & Solid Waste to correct negative balance in the Permanent Wage Account; (3) \$7,379.13 in Traffic Department to correct negative balance in the Premium Pay Account; (4) \$6,475.00 in Finance for removing the asbestos in the Finance Suite it was determined that it also needed to be removed from the ceiling in the Director's Office.(5) \$5,419.55 in

Streets Department to correct negative balance in the Premium Pay Account.

**Attachments:**      [R10 Transfer Funds](#)  
[Correct Negative Balance in the Permanent Wage Account - Recycling & Solid W](#)  
[Correct Negative Balance in the Premium Pay Account - Traffic Department](#)  
[Correct Negative Balance in the Premium Pay Account - Streets Department](#)  
[Asbestos Removal in Finance Suite and Director's office Ceiling](#)  
[Complete a Cost Allocation and User Fee Study](#)

R11

Requirement for establishing accounts Section 108 Loan Application for the Da Vinci Science Center

**Attachments:**      [R11 DA VINCI 108 LOAN](#)  
[Ordinance #15681](#)  
[Resolution #30205](#)  
[Resolution #30153](#)

R12

Authorizes the Administration to Execute All Documents Necessary to Accomplish the Closing on the HUD 108 Loan for the Da Vinci Science Center in the Amount of \$5,605,000

**Sponsors:**            Administration  
**Attachments:**      [R12 Authorizing Mayor to Execute Documents to Close on HUD Loan for Da Vinci](#)

R13

Recommends Establishing a Committee to Review Bringing the Fleet Service Repairs Back Under the Control of the City.

**Sponsors:**            Mr. Zucal and Mr. Siegel  
**Attachments:**      [R13 Fleet Maintenance Resolution](#)

## **ORDINANCES FOR INTRODUCTION (To be referred to Committee with public comment prior to referral)**

Bill 1    Refer to Public Safety  
Amending the 2022 ARPA Fund Budget to provide for a transfer of Forty-Six Thousand Two Hundred Sixteen (\$46,216) Dollars for the upfitting of two (2) new ambulances.

**Attachments:**      [Bill 1 Ambulance uplift](#)

Bill 2    Refer CEDC  
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALLENTOWN, PENNSYLVANIA, REPEALING ORDINANCE NO. 13931, NOW TITLE NINE (SPECIAL DISTRICTS), ARTICLE 1393 (FLOOD CONTROL) OF THE CODIFIED ORDINANCES, IN ITS ENTIRETY AND REPLACING IT WITH AN ORDINANCE PROVIDING FOR THE ESTABLISHMENT OF FLOODPLAIN AREAS IN THE CITY OF ALLENTOWN; REGULATING USES, ACTIVITIES AND DEVELOPMENT; ESTABLISHING

PROHIBITED ACTIVITIES AND DEVELOPMENT; PROVIDING FOR PERMITS, REGULATIONS, FEES AND PENALTIES FOR VIOLATIONS AND REPEALING ALL ORDINANCES INCONSISTENT HEREWITH.

**Attachments:**      [Bill 2 FLOOD PLAIN CONTROL](#)

Bill 3    Refer to Public Safety

Amending the 2022 General Fund Budget to provide for a supplemental appropriation of Sixty-Five Thousand (\$65,000) Dollars as a result from a grant from the Commonwealth of Pennsylvania Department of Community & Economic Development (PA DCED) Initiative Program to the Allentown Fire Department, Bureau of Emergency Management Services (EMS) to provide funds which will be utilized to purchase an all-terrain ambulance vehicle.

**Attachments:**      [Bill 3 EMS ALL-TERRAIN VEHICLE GRANT](#)

Bill 4

Office of the Mayor Reorganization

**Sponsors:**            Administration

**Attachments:**      [Bill 4 MAYORS OFFICE REORG](#)

## **RESOLUTIONS FOR INTRODUCTION (Can be voted on or Referred to Committee):**

R14    Refer to CEDC

Approves the Submission of an amendment to the 2021 Action Plan to the United States Department of Housing and Urban Development – this is a regulatory step to allocate unspent funds from the federal HOME Investment Partnership Program (HOME) in the amount of \$50,000 for the HADC 418 Liberty Street Project

**Sponsors:**            Administration

**Attachments:**      [R14 Action Plan Amendment - HADC 418 Liberty St.Y STREET](#)

R15    Refer to CEDC

Approves the Submission of an amendment to the 2021 Action Plan to the United States Department of Housing and Urban Development – this is regulatory step to allocate unspent funds from the federal HOME Investment Partnership Program (HOME) in the amount of \$187,288 to Habitat for Humanity's Tacoma Street Project.

**Sponsors:**            Administration

**Attachments:**      [R15 Action Plan Amendment - Habitat Tacoma St.](#)

R16    Refer to CEDC

Approves the Submission of an amendment to the 2021 Action Plan to the United States Department of Housing and Urban Development for Traffic Signals – regulatory requirement to allocate unspent funds from the federal Community Development Block Grant Program (CDBG) in the amount of \$550,000.

**Sponsors:**            Administration

**Attachments:**      [R16 Action Plan Amend - Traffic Signals](#)

## **NEW BUSINESS**



## GOOD AND WELFARE

### ADJOURN

*Council meetings are held on the first and third Wednesday of each month beginning at 7:00 pm in Council Chambers. For copies of the agenda or meeting announcements, please visit our website at [www.allentownpa.gov](http://www.allentownpa.gov) or contact the Clerk at [Michael.Hanlon@allentownpa.gov](mailto:Michael.Hanlon@allentownpa.gov) to receive an email notice of the meetings.*

Council Rules  
Home Rule Charter  
Contract Procedures

**Attachments:**      [HOMERULE June 2021](#)  
                                 [Council Rules March 2021 Edition](#)  
                                 [Contract Procedures](#)