



# Allentown

435 Hamilton Street  
Allentown, Pa. 18101

## Meeting Agenda - Final

### City Council

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Wednesday, April 19, 2023

6:30 PM

Council Chambers

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#### Invocation:

#### 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

R71

Authorization for Contract with STRATEGIC SOLUTIONS LLC for \$159.00 per hour to provide a Human Resource Consultant assist the Human Resource Department roughly 3 days a week as a result of insufficient capacity in the Dept. This Agreement shall commence upon the approval and shall expire upon completion of the Services, unless terminated earlier by either party pursuant Section 7 of this Agreement. Informal Quote/Waiver

Attachments:     [R71 - HR Consultant](#)

R72

Authorization for Contract price increase of 10% or more/Change Order for an existing

Contract previously Bid and Awarded with Edwards Business Systems in the amount of \$5,200 for maintenance services for city printers. . It was previously bid for \$191,149.53. The requested increase for a renewal year is for an additional \$ 5,200, for a new contract price of \$196,349.53.

**Sponsors:** Administration

**Attachments:** [R72 - Contract Increase - C22-000015](#)

### R73

Authorization for Contract with Advance Auto Parts, Finch Turf, Inc., Fire Line Equipment, LLC, Gilboy Automotive Group, Granturk Equipment Co., Inc, GT&E LLC, Horwith Truck, Inc., Levan Machine & Truck Equipment, Interstate Battery of Allentown in the estimated sum of \$1,000,000.00 per contract year to provide various parts, supplies, equipment, and accessories that the City uses for repairing city owned vehicles and equipment. All qualified bidders and their staff members, who will supply the parts and supplies, must have the proper licenses and certifications. The City has allocated funds in the Budget to cover the costs of the Vehicle Parts, Supplies, Equipment, & Accessories. The Contract term shall commence upon full execution and shall cease one (1) year thereafter. Upon written notification, this contract can be extended for up to an additional four (4) one (1) year terms beyond the contract expiration period.

**Attachments:** [R73 - Bid No. 2023-12](#)

### R74

Authorization for Contract with Gilboy Ford, Granturk Equipment, Groff Tractor & Equipment LLC Horwith Truck, Inc., Levan Machine & Truck Equipment, Stephenson Equipment in an estimated sum of \$300,000 per contract year to provide motor vehicle auto body repairs and services including but not limited to accident damages and other related damages in accordance with the terms of this bid. The Contract term shall commence upon full execution and shall cease one (1) year thereafter. Upon written notification, this contract can be extended for up to an additional four (4) one (1) year terms beyond the contract expiration period.

**Attachments:** [R74 - Bid No. 2023-14](#)

### R75

Authorization for Contract with Fire Line Equipment, LLC in the estimated amount of \$125,000 per year to provide fire apparatus repairs and services including but not limited to accident damages and other related damages in accordance with the terms of this bid. The Contract term is for one (1) year and upon written notification, this contract can be extended for up to an additional four (4) one (1) year terms. Competitively bid, one bidder.

**Sponsors:** Administration

**Attachments:** [R75 - Bid No. 2023-15](#)

## Minutes of Previous Meeting

**Communications**

City Council has received a memo from the City Clerk noting the petitions the office received relating to an initiative to create a public health pilot program providing alternative first response to calls for service involving mental and behavior health has been reviewed and determined sufficient. Pursuant to Article II of the Charter, the initiative will be introduced at the next council meeting.

Initiative Information

**Attachments:**

[Sufficient Signatures for Petition](#)

[Citizens' Rights and Participation \(3\)](#)

[Bill Creation of a Public Health Pilot Program with the Expenditure of \\$4,082,000](#)

[Petitioners' Committee Affidavit](#)

**Old Business**

**REPORTS**

**Committee of the Whole: A Committee of the Whole has been scheduled for April 26 at 6:00 PM to further review Bill 30, revisions to the city's traffic and parking code.**

**Budget and Finance: Chair Napoli, Hendricks, Gerlach**

The Committee has not met since the last council meeting; a future meeting has not been scheduled.

**Community and Economic Development: Chair Mota, Napoli, Affa**

The committee met on April 12th and forwarded an item on this evening's agenda; the next meeting is scheduled for May 5 at 6 PM.

**Human Resources, Administration and Appointments: Chair Santos, Zucal, Napoli**

The Committee met this evening and forwarded some items for this evening's agenda; there are no future meetings scheduled.

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

The Committee met on April 12th and forwarded items on this evening's agenda; there are no future meetings scheduled.

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

The Committee has not met since the last council meeting; a future meeting is not scheduled.

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

The Committee met this evening; the next meeting is scheduled for April 26 at 5:30 PM.

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

The Committee has not met since the last council meeting; a future meeting has not yet been scheduled.

**Controller's Report (3 minutes)**

**Mayor's Report (3 minutes)**

Controllers Report

**Attachments:**      [Accounts Payable Review 3.4 to 3.31](#)

[PCard - January 2023](#)

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

Bill 1 Community and Economic Development Committee Meeting - forwarded favorably with a proposed amendment:

Section 660-70.B.5.d to include the following phrase :

“Such sign may include blinking, flashing, electronically changing or animated displays, that do not shine directly onto existing residential uses and are dimmable in accordance with §660-66.R.6.....

Amending the Zoning Code of the City of Allentown, Section 1319.07.B.5 of the Zoning Ordinance by allowing ‘entertainment venue signs” for structures that primarily provide for live entertainment uses for 500 or more customers at a time, currently allowed on buildings fronting Hamilton Street between 5th Street and 6th Street to include structures between 9th and 10th Streets.

**Attachments:**

[Bill 1 - Entertainment Venue fy](#)  
[Bill 1 - with proposed amendment](#)  
[Staff Report to Council TextAmend EntertainmentVenueSigns 03 17 23](#)  
[ACPC actions TextAmendEntertainmentSigns 03.14.23](#)  
[LVPC Report Entertainment Venue Signs](#)  
[Bill Entertainment Venue Signs](#)  
[City Center Petition to Amend Zoning Ordinance Entertainment Venue Signs \(12-7-2022\)](#)  
[Letter re Petition to Amend Zoning Ordinance \(12-7-2022\)](#)  
[Proposed Petition for Zoning Amendment \(signage\) \(DM 10-13-2022 Draft\)](#)  
[Letter re Petition to Amend Zoning Ordinance - City Center Investment Corporation](#)  
[City Center Petition to Amend Zoning Ordinance \(12-7-2022\)](#)  
[939 W.Hamilton Street - Entertainment Venue](#)  
[County of Lehigh Department of Law Receipt - Bill 1 Entertainment Venue Signs](#)  
[Letter from the Lehigh Valley Planning Commission regarding Entertainment Venue Signs Posting \(900 block of Hamilton St\) I](#)  
[Entertainment Venue Signs Posting \(900 block of Hamilton St\) II](#)  
[Entertainment Venue Signs Posting \(900 block of Hamilton St\) III](#)  
[Entertainment Venue Signs Posting \(900 block of Hamilton St\) IV](#)  
[Entertainment Venue Signs Posting \(900 block of Hamilton St\) V](#)  
[Entertainment Venue Signs Posting \(900 block of Hamilton St\) VI](#)  
[Entertainment Venue Signs Posting \(900 block of Hamilton St\) VII](#)  
[Entertainment Venue Signs Posting \(900 block of Hamilton St\) VIII](#)  
[Entertainment Venue Signs Posting \(900 block of Hamilton St\) VIII](#)  
[Entertainment Venue Signs Posting \(900 block of Hamilton St\) X](#)  
[Entertainment Venue Signs Posting \(900 block of Hamilton St\) XI](#)  
[Entertainment Venue Signs Posting \(900 block of Hamilton St\) XII](#)  
[Entertainment Venue Signs Posting \(900 block of Hamilton St\) XIII](#)  
[Entertainment Venue Signs Posting \(900 block of Hamilton St\) XIII](#)  
[Entertainment Venue Signs Posting \(900 block of Hamilton St\) XV](#)  
[Entertainment Venue Signs Posting \(900 block of Hamilton St\) XVI](#)  
[Entertainment Venue Signs Posting \(900 block of Hamilton St\) XVII](#)  
[Entertainment Venue Signs Posting \(900 block of Hamilton St\) XVIII](#)  
[Entertainment Venue Signs Posting \(900 block of Hamilton St\) XVIII](#)  
[Entertainment Venue Signs Posting \(900 block of Hamilton St\) XX](#)  
[Entertainment Venue Signs Posting \(900 block of Hamilton St\) XXI](#)

**Legislative History**

3/22/23	Community and Economic Development Committee	approved
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Providing for the vacation of Terminal Street from the centerline of Hamilton Street to its South Terminus in the First Ward of the City of Allentown:

**Attachments:**      [Bill 24 Terminal Street Vacation](#)  
[StaffReport and Letter to City Council 3-15-23](#)  
[Terminal Street Vacation Report](#)  
[Letter from the Lehigh Valley Planning Commission regarding Terminal Street fr](#)  
[Letter from Mike Hanlon regarding Terminal Street from Hamilton Street to its er](#)  
[Street Vacation- Terminal Street from Hamilton Street to its end](#)

#### Bill 25

Amending the 2023 Trexler Fund Budget to provide for a supplemental appropriation of Four Thousand One Hundred and Ninety-Five Dollars and Ninety-Nine Cents (\$4,195.99) from the Springwood Trust portion of the Trexler Fund's unappropriated 2022 balance per General Trexler's will.

**Sponsors:**            Administration

**Attachments:**      [Bill 25 Springwood 2022 Appropriation](#)

#### Bill 26

Amending the 2023 General Fund and Information Technology budget by deleting the position of Systems Administrator III (15N); adding the position of Sr. Help Desk Analyst (10N); deleting the position of IT Support Manager (16N) and adding the position of Systems Analyst 3 (16N)

**Sponsors:**            Administration

**Attachments:**      [Bill 26 IT Reorg](#)

#### Bill 27

Amending the 2023 Trexler Fund Budget to provide for a supplemental appropriation of Two Thousand (\$2,000.00) Dollars from the Trexler Trust to support the Romper Day Program.

**Attachments:**      [Bill 27 Romper Day](#)

#### Bill 28

Amending the 2023 Capital Fund Budget to provide for a supplemental appropriation of One Hundred Thousand (\$100,000) Dollars from the Pennsylvania Department of Conservation and Natural Resources (DCNR) to support a comprehensive Parks Master Plan.

**Attachments:**      [Bill 28 Parks Master Plan DCNR Grant](#)

#### Bill 29

Amending the 2023 General Fund and Department of Community and Economic Development budget by eliminating the CED Project Manager (14N), adding a Housing Enforcement and Compliance Manager (14N) Building Standards and Safety 10%, Rental 90%; changing a Clerk 3 (08M) to (1) Clerk 3, Bilingual Spanish Required, eliminating an Executive Secretary (7N) and creating a DCED Office Manager (9N).

**Sponsors:**            Administration

**Attachments:** [Bill 29 DCED Reorg](#)

## CONSENT AGENDA

R76

Sewage Planning Module at DPL Grand Plaza Apartment Conversion

**Attachments:** [R76 DLP Capital – DPL Grand Plaza Apartment Conversion - Sewage Planning](#)  
[DLP Grand Plaza Allentown](#)

R77

Sewage Planning Module at 949 Hamilton Hotel

**Attachments:** [R77 949 Hamilton Hotel - Sewage Planning Module](#)  
[949 Hamilton Hotel Planning Module](#)

R78

Certificate of Appropriateness for work in the Historic Districts: 519 W. Liberty St.

**Attachments:** [R78 HARB Resolution](#)  
[519 W Liberty Street Final Review](#)

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

R70

Commits to a “fair and equitable” transition to clean, renewable electricity for municipal operations as part of the City’s commitment to a Climate Plan to mitigate Climate Change

EAC recommended this amendment:

WHEREAS, the Allentown Environmental Advisory Council has conducted a greenhouse gas inventory for the City showing that 2018 non-transportation energy use accounts for 43.77% of the City’s carbon footprint; and

**Attachments:** [R70 Energy Conserve Final](#)  
[GESA Program Recommendation of Allentown EAC](#)  
[ELPC-ClimateCities Solar-Toolkit](#)

R79

Approves one transfer: \$10,000 in IT To Pay Invoices for the Leasing of Our Credit Card Equipment Processers and the Monthly Minimum User Fee.

**Attachments:** [R79 - Leasing of Our Credit Card Equipment Processers and the Monthly Minimum](#)  
[To Pay Invoices for the Leasing of Our Credit Card Equipment Processers and](#)

R80

Authorizes the submission of the formal application for funding from the Congresswoman Susan Wild Community Funding Project in the amount of One Million Six Hundred Twenty-Seven, Five Hundred Ninety Two Dollars (\$1,627,592) for Lehigh and Union Street and Union and 6th Street Intersection Enhancement.



**Attachments:**      [R80 - Traffic Community Project Funding Grant](#)

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

Bill 31    Refer to Community and Economic Development Committee  
Provides for the expenditure of certain monies received by the City of Allentown under Title I of the Housing and Community Development Act of 1976, as amended; The Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009; and Title II of the National Affordable Housing Act of 1990, as amended; for the purpose of undertaking programs of housing and community development within the City.

**Attachments:**      [Bill 31 - HUD New Account Setup](#)

Bill 32  
Amending the General Fund – Department of Public Works Budget to change the title of one (1) Chief Maintenance Supervisor (13N) to Traffic Control Specialist (13N). The step/pay grade will not be affected by this change.

**Sponsors:**            Administration

**Attachments:**      [Bill 32 - Traffic Control Specialist Title Change](#)

Bill 33  
Amending the 2023 Capital Fund Budget to provide for a transfer of One Hundred Eighty-Two Thousand Four Hundred and Seventy-One (\$182,471.00) Dollars from the unappropriated balance to the School/Pedestrian Safety Improvements capital account. These funds were awarded as a TASA grant to install a new school zone flasher and a rectangular rapid flashing beacon (RRFB) at 4th Street and Martin Luther King, Jr. Dr.

**Sponsors:**            Administration

**Attachments:**      [Bill 33 TASA Grant Funds Transfer](#)

Bill 34  
Amending the 2023 General Fund Budget to provide for a supplemental appropriation of Twenty Thousand (\$20,000.00) Dollars from WIP Allentown Redevelopment LLC. The funds will be deposited into an escrow account for payment of invoices from Norfolk Southern for their fees and costs relative to their review of the proposed design and construction of the pedestrian crossing.

**Sponsors:**            Administration

**Attachments:**      [Bill 34 Pedestrian Railroad Crossing Appropriation](#)

Bill 35  
Amending the 2023 Capital Fund Budget to provide for a transfer of Eight Hundred Thirty Thousand Seven Hundred and Fifty (\$830,750.00) Dollars from the unappropriated balance to the Traffic Signal Modernization capital account. These funds were awarded as a MTF-PennDOT grant to install a traffic adaptive system on 15th Street from Tilghman Street to Highland Street and to install a new school flasher at Trexler Middle School.

**Attachments:**      [Bill 35 - MTF-PennDOT Grant Funds Transfer](#)

**Bill 36**

Amending the 2023 Capital Fund Budget to provide for a transfer of One Million One Hundred and Fifty Thousand (\$1,150,000.00) Dollars from the unappropriated balance to the Hanover Ave Traffic Signal Improvements capital account. These funds were awarded as a MTF-DCED grant to install a traffic adaptive system on Hanover Avenue from Albert Street to Wahneta Street. This grant also includes installing a new Rectangular Rapid Flashing Beacon (RRFB) at Hanover Avenue and Linden Street.

**Sponsors:** Administration

**Attachments:** [Bill 36 - MTF-DCED Grant Funds Transfer](#)

**Bill 37**

Amending the 2023 Capital Fund Budget to provide for a transfer of Fifty-Four Thousand (\$54,000.00) Dollars from the Street Lighting Upgrade (2008) capital accounts to a newly created capital account to cover the match funds needed for a grant. The match funds will cover the purchase of upgraded lighting for this project.

**Sponsors:** Administration

**Attachments:** [Bill 37 - MLK Lighting Grant Match Transfer](#)

**Bill 38**

Amending the 2023 Capital Fund Budget to provide for a transfer of One Million Three Hundred Seventy-Eight Thousand Five Hundred and Sixty (\$1,378,560.00) Dollars from the unappropriated balance to the American Parkway Traffic Signal Improve capital account. These funds were awarded as a Green-Light-Go (GLG) grant to install a traffic adaptive system on American Parkway/Basin Street from Susquehanna Street to Airport Road.

**Attachments:** [Bill 38 - GLG Grant Funds Transfer](#)

**Bill 39** Refer to Community and Economic Development Committee

Amending the 2023 General Fund budget to allow for a position title change in the Health Bureau, changing the Sanitarian position to Environmental Health Specialist, needing no additional funds.

**Sponsors:** Administration

**Attachments:** [Bill 39 Environmental Health Specialist Title Change](#)

**RESOLUTIONS FOR INTRODUCTION (Can be voted on or Referred to Committee):****R81** Refer to Community and Economic Development Committee

Approves the submission of the Action Plan to the United States Department of Housing and Urban Development.

**Sponsors:** Administration

**Attachments:** [R81- 49 Action Plan HUD](#)

**R82**

Authorizes encroachment for a pedestrian bridge for residents of 101 N. 6th Street Apartments to safely cross from the roof level of 128 N. 6th Street parking garage to the

third floor of the apartment building.

**Sponsors:** Administration

**Attachments:** [R82 - Permanent Encroachment 101 N 6th Street](#)  
[Encroachment Application 101 N 6th St](#)

## NEW BUSINESS

## GOOD AND WELFARE

## ADJOURN

*Council meetings are held on the first and third Wednesday of each month beginning at 6:30 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

Procurement Procedures

Code of Ethics

**Attachments:** [Council Rules 2023](#)  
[Contract/Procurement Procedures from the Code](#)  
[Ethics Code](#)