



Allentown

435 Hamilton Street
Allentown, Pa. 18101

Meeting Agenda - Final City Council

Wednesday, December 18, 2024

6:30 PM

Council Chambers

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 given privilege of the floor. A copy of Council Rules can be found on the council agenda on the website; copies are also on the back desk along with the agenda.

When anyone has privilege of the floor, I will not entertain personal insults, attacks, name calling or other behavior that is inconsistent with the purpose of conducting official business.

If you would like to speak, we are asking that you fill out a card – they are on the back table - provide them to the clerk before speaking. Include your name and address.

Courtesy of the Floor is meant to provide public comment on items that are not on the agenda. Public comment during consideration of ordinances, resolutions and motions is limited by topic – your comments must be relevant to the subject matter of the proposed legislation. Public comments are taken before council votes on items.

You are given privilege of the floor to provide public comment, it is not a question-and-answer session. If you are speaking on behalf of yourself, you have three minutes and if you are speaking on behalf of a group that has several members present, you will be given five minutes.

Please address the Council President not individual councilpersons or city staff. Refrain from insulting or defaming staff, officials, and the public; refrain from using offensive language, cursing, and making noises while other people are speaking.

Please be aware that comments and/or behavior in violation of these rules will result in a forfeiture of all remaining time and you will be asked to return to your seat.

Contract Approvals

R215

Authorization for Contract with Bridge Brothers, Inc. in the amount of \$62,309.00 for the purchase of a pedestrian bridge structure for Dixon Street for the Allentown Department of Parks and Recreation. One (1) bid was received, contract shall be for one (1) year with an additional six (6) month renewal beyond the contract expiration period.

Sponsors: Administration

Attachments: [R215 - Bridge Brothers](#)

R216

Authorization for Contract with Court Record & Data Management Services, Inc. in the

estimated yearly amount of \$85,000.00 to convert physical records into digital formats. The goal is to create accessible, searchable, and secure digital versions while preserving the original content. Seven proposals were received, contract shall be for one (1) year with one (1) one (1) year renewal beyond the contract expiration period.

Attachments: [R216- CRDS](#)

R217

Authorization for Contract with Grace Industries, Inc. in the amount of \$117,830.40 for the installation and repair of the Dixon Street Pedestrian Bridge. Seven (7) bids received, one (1) was rejected due to not submitting their bid and submitting their financial records. Contract shall be for one (1) year with an additional six (6) month renewal beyond the contract expiration period.

Sponsors: Administration

Attachments: [R217- Grace Industries](#)

R218

Authorization of Cooperative Contract(s) in an amount greater than \$40,000.00 to provide the City with various goods/services, with Lobar Associates (over seen by Gordian) and General Recreation, Inc..

Sponsors: Administration

Attachments: [R218 - Cooperative](#)

Minutes of Previous Meeting

November 6, 2024 City Council Meeting Minutes

Sponsors: System

Attachments: [November 6, 2024 City Council Meeting Minutes](#)

November 20, 2024 City Council Special Meeting Minutes

Sponsors: System

Attachments: [November 20, 2024 City Council Special Meeting Minutes](#)

Communications

Old Business

REPORTS

ORDINANCES FOR FINAL PASSAGE (To be Voted On):

Bill 90

An Ordinance of the City of Allentown adopting the American Rescue Plan Fund Budget for 2025 in the amount of of One Million Three Hundred Thirty-Two Thousand Two Hundred and Twenty-Eight Dollars (\$1,332,228) as more fully detailed in Exhibit A, "City of

Allentown 2025 Budget.”

Attachments: [Bill No.90 - 2025 ARPA Fund.doc](#)

Bill 91

An Ordinance of the City of Allentown establishing and adopting the Stormwater Fund Budget for 2025 in the amount of Seven Million Six Hundred Seventeen Thousand Three Hundred Nineteen Dollars (\$7,617,319) as more fully detailed in Exhibit A, “City of Allentown 2025 Budget.”and amending Article 393.15 – Stormwater Utility Fee by maintaining the Stormwater Utility Fee at Twenty (\$20) Dollars per Five Hundred (500) square feet of impervious surface.

Sponsors: Administration

Attachments: [Bill No.91 -2025 Stormwater Fund and Fee.doc](#)

Bill 92

An Ordinance of the City of Allentown establishing and adopting the Solid Waste Enterprise Fund Budget in the amount of Twenty-Four Million Two Hundred Fifty-Five Thousand Two Hundred Fifty-One Dollars (\$24,255,251) as more fully detailed in Exhibit A, “City of Allentown 2025 Budget.”and amending Article 1131, Municipal Waste Storage, Collection and Disposal by increasing the Solid Waste Fee to Six Hundred and Five (\$605) Dollars.

Sponsors: Administration

Attachments: [Bill No. 92 2025 Solid Waste Fund and Fee.doc](#)

Bill 93

An Ordinance of the City of Allentown establishing and adopting the Rental Unit Licensing Fund Budget for 2025 in the amount of Three Million Two Thousand Seven Hundred Sixty-Two Dollars (\$3,002,762) as more fully detailed in Exhibit A, “City of Allentown 2025 Budget” and amending Article 1759 – Landlord and Rental Fee by maintaining the Residential Rental Fees.

Sponsors: Administration

Attachments: [Bill No.93 2025 Rental Unit Fund.doc](#)

Bill 94

An Ordinance of the City of Allentown establishing and adopting the Building Code Fund Budget for 2025 for Community and Economic Development per Chapter 270 of City code for Building Fees. in the amount of Two Million Nine Hundred Sixty Thousand Five Hundred Twenty-Four Dollars (\$2,960,524) is hereby made to the Building Code Fund as more fully detailed in Exhibit A, “City of Allentown 2025 Budget and that Chapter 270, Community and Economic Development Fees Ordinance of the City of Allentown, and the same is hereby amended establishing the Building Fees outlined therein.

Attachments: [Bill No.94 2025 Building Code Funddoc](#)

[Updated Bill No. 94-2025 BUILDING CODE FUND.docx](#)

Bill 95

An Ordinance of the City of Allentown adopting the Liquid Fuels Fund Budget for 2025 in

the amount of Four Million Three Hundred Ten Thousand Two Hundred Eighty-Five Dollars (\$4,310,285) as more fully detailed in Exhibit A, "City of Allentown 2025 Budget."

Sponsors: Administration

Attachments: [Bill No. 95 2025 Lliquid Fuels.doc](#)

Bill 96

An Ordinance of the City of Allentown adopting the Trexler Fund Budget for 2025 in the amount of One Million Eight Hundred Seventy-Eight Thousand Nine Hundred Forty-Seven Dollars (\$1,878,947) as more fully detailed in Exhibit A, "City of Allentown 2025 Budget."

Sponsors: Administration

Attachments: [Bill No.96 2025 Trexler Fund.doc](#)

Bill 97

An Ordinance of the City of Allentown establishing and adopting the General Fund, Administrative Order Fund, Risk Management Fund, Debt Service Fund, Equipment Fund, and Golf Fund Budgets for 2025 and adopting a tax for general revenue be levied for the fiscal year, beginning the first Monday of January, A.D., 2025 at the rate of Four and Four Thousand Five Hundred Twenty-Eight Ten-Thousandth (4.4528) mills on improvements and Twenty-Three and Five Thousand Three Hundred Seventy-Six Ten-Thousandth (23.5376) mills on land.

Council acted on proposed amendments that are contained in Budget Memo 2.

An additional proposal related to a position change has been submitted by the Administration - to change the name of the Equity and Inclusion Coordinator to the People and Culture Specialist. There is no change in salary, paygrade, or step. This is simply a title change.

Sponsors: Administration

Attachments: [Bill No.97 2025 Budget and Tax Rate.doc](#)

[2025 BUDGET MEMO NO. 2.docx](#)

[Updated Bill No.97 -2025 BUDGET AND TAX RATE.docx](#)

Bill 103

Amending Part II General Legislation, Chapter 270 Fees, Article VIII Parks and Recreation Fees by increasing multiple golf course fees in the City Code.

Sponsors: Administration

Attachments: [Bill 103 - Golf Course Fees Amendment](#)

Bill 109

Amending Part II General Legislation, Chapter 525 Solid Waste, Article I Waste Storage, Collection and Disposal, Section 2 Authorization of City contractor(s); scope of work by updating the rebates and penalties portion as well as the language of the ordinance.

Sponsors: Administration

Attachments: [Bill 109 - Solid Waste Fee Amendment.docx](#)

Bill 115

Amending the 2024 General Fund Budget to provide for a supplemental appropriation of One Hundred Seventy-Seven Thousand One Hundred Twenty-Nine Dollars and Twenty Cents (\$177,129.20) from the Municipal Police Officer's Education & Training Commission (MPOETC) to the City of Allentown Police Department for tuition and salary reimbursement from Act 120 Training.

Attachments: [Bill 115 Police MPOETC Appropriation](#)

Bill 116

Providing for the vacation of the Eastern 10' wide strip of North 14th Street right-of-way from the North right-of-way line of Tilghman Street to the South right-of-way line of Green Street in the Eighth Ward of the City of Allentown:

Sponsors: Administration

Attachments: [Bill 116 North 14th Street Right-Of-Way](#)
[Letter from Mike Hanlon regarding All That Certain Tract of Land and the Widen](#)
[Letter from Lehigh Valley Planning Commission 14th Street Strip of Land Street](#)
[10' Strip N 14th Street Vacation Report](#)
[Staff Report Allentown City Planning Commission to Vacate N 14th St](#)
[Letter from Jennifer Gomez regarding ACPC Action to Vacate North 14th Street](#)
[Staff Report regarding Request for the vacation of a 10' Strip N 14th St](#)
[The Eastern 10' Wide Strip of North 14th Street Right-Of-Way Mailing List](#)

Request to introduce and vote on this at this meeting.

Bill 117

Amending the 2024 Grants Fund to provide for a supplemental appropriation of Twelve Million Dollars (\$12,000,000.00) from the State Office of the Budget, Redevelopment Assistance Capital Program (RACP). These funds are a pass-through grant that will support the Da Vinci Science Center Downtown Allentown project.

Sponsors: Administration

Attachments: [Bill 117 - RACP Grant Acceptance](#)

CONSENT AGENDA

R219

Patty Scheirer - Historical Architectural Review Board (HARB), 12/18/2027 (Real Estate Broker)

Sponsors: Administration

Attachments: [R219 Scheirer - HARB](#)
[Patty Scheirer Application - HARB](#)

R220

Lauren A. Nyemscek, Historical Architectural Review Board (HARB), 12/18/2027 (Real Estate Broker Alternate)

Sponsors: Administration

Attachments: [R220 Nyemscek - HARB](#)
 [Lauren Nyemscek Application - HARB](#)

R221

Robert Hammond, Historical Architectural Review Board (HARB), 12/18/2027

Sponsors: Administration

Attachments: [R221 Hammond - HARB](#)
 [Rob Hammond Application - HARB](#)

R222

Heidi Westerman, Historical Architectural Review Board (HARB), 12/18/2027 (Building Inspector Alternate)

Sponsors: Administration

Attachments: [R222 Westerman - HARB](#)
 [Heidi Westerman Application - HARB](#)

R223

Samantha M. McLean, Zoning Hearing Board, 12/19/2027

Sponsors: Administration

Attachments: [R223 McLean - Zoning Hearing Board](#)
 [Samantha M. McLean Application - Zoning Hearing Board](#)
 [Zoning Hearing Board List](#)

R224

Approval of Certificate of Appropriateness for work in the Historic Districts: 620 N 6th St.

Sponsors: Administration

Attachments: [R224 HARB approval -620 N 6th Street](#)
 [FINAL Pre-Review 620 N 6th Street Window Replacement](#)

R225

Sewage Planning Module at 38 - 40 S 8th Street

Sponsors: System

Attachments: [R225 Walnut Square Apartments \(38 - 40 S. 8th Street\) - Sewage Planning Moc](#)
 [Walnut Square Apartments - 38-40 S 8th St Sewer Planning Module](#)

R226

Sewage Planning Module at 1401 Green Street Development

Sponsors: System

Attachments: [R226 1401 Green Street Development - Sewage Planning Module](#)
 [1401 Green Street Development Sewer Planning Module \(Complete\)](#)

R227

Sewage Planning Module at 445 – 447 N 7th Street

Sponsors: System

Attachments: [R227 445 – 447 N 7th Street - Sewage Planning Module](#)
[Complete Sewer Module 445 N 7th](#)

R228

Sewage Planning Module at 116 N 5th Street

Sponsors: System

Attachments: [R228 116 N 5th Street - Sewage Planning Module](#)
[116 5th Street Sewer Planning Module](#)

RESOLUTIONS FOR FINAL PASSAGE (To be Voted On):

R229

A Resolution of City of Allentown, County of Lehigh, Commonwealth of Pennsylvania, approving the intermunicipal transfer of liquor license number r-15779 to Radhe Krishna Mart, Inc., 1234 – 1246 Lehigh Street, Allentown, Pa 18103

Attachments: [R229 Liquor License Transfer Radhe Krishna Mart, Inc.](#)
[Comment Letter](#)

[Petition: Radhe Krishna Mart, Inc., 1234 – 1246 Lehigh Street Liquor License Tr](#)

[Liquor License Transfer Radhe Krishna Mart Posting I](#)

[Liquor License Transfer Radhe Krishna Mart \(Fayette St. West\) Posting II](#)

[Liquor License Transfer Radhe Krishna Mart \(Hoe St South\) Posting III](#)

[Liquor License Transfer Radhe Krishna Mart \(Lehigh St\) Posting IV](#)

[Liquor License Transfer Radhe Krishna Mart \(Looking North\) Posting V](#)

[Liquor License Transfer Radhe Krishna Mart \(Looking South\) Posting VI](#)

[Liquor License Transfer Radhe Krishna Mart \(North side of building on Fayette St\)](#)

[Liquor License Transfer Radhe Krishna Mart \(Radhe Krishna Mart 2\) Posting VI](#)

R230

Approves a modification recommended by the Allentown Parking Authority to the agreement of sale of the 1001-1007 W. Hamilton St. property removing the parking requirement to promote development and adjust allocation of price proportionally.

Sponsors: Napoli, Mota and Hendricks

Attachments: [R230 APA.doc](#)
[APA - doc.pdf](#)

R231

Approves 6 transfers:

1. \$189,357.49 EMS Premium Pay and Temp Wages
2. \$122,282.45 Fire Premium Pay
3. \$135,000.00 Public Works Air Handler Transfer
4. \$552,000.00 Police Operations Premium Pay
5. \$13,402.40 IT Dept Perm Wages deficit in Mail & Print Program

6. \$70,000.00 Risk Fund Transfer for Bridgeworks security upgrades

Sponsors: System

Attachments: [R231 Transfer Funds](#)
[Risk - Bridgeworks Security](#)
[IT Mailing and Print Transfer](#)
[Building Maintenance.pdf](#)
[EMS.pdf](#)
[Fire Overtime](#)
[Police Overtime](#)

R232

Allentown City Council will hold one regularly scheduled Council meeting on January 15th at 6:30 PM in Council Chambers with the intention to elect a president and vice-president of Council at that meeting.

Sponsors: Mota and Napoli

Attachments: [R232 Meetings.doc](#)

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

Bill 118 Refer to Public Works

Amending the 2024 Capital Fund Budget to provide for a supplemental appropriation of Seven Hundred Thirty-Seven Thousand Two Hundred Nineteen Dollars and Forty-Three Cents (\$737,219.43) from LCA for the purpose of construction ADA handicap ramps and for the milling and paving of streets under the City's Utility Paving Program.

Sponsors: Administration

Attachments: [Bill 118 LCA Cost Share Agreement](#)

Bill 119 Refer to Public Works

Amending the 2024 Capital Fund Budget to provide for a supplemental appropriation of Ten Thousand Dollars (\$10,000.00) from the Ferber Company for traffic signal improvements.

Sponsors: Administration

Attachments: [Bill119 Traffic Signal Contribution](#)

Bill 120 Refer to Human Resources, Administration and Appointments

Amending Part I Administrative Legislation, Chapter 80 Personnel Policies, Section 13 Holidays and Leave Time, Subsection A Holidays by updating the list of paid holidays for full-time non-bargaining employees to include Juneteenth National Independence Day.

Sponsors: Administration, Mota, Napoli, Affa, Gerlach and Santos

Attachments: [Bill 120 - Paid Holiday Amendment.docx](#)

Bill 121 Refer to Public Safety

Amending the 2024 Fire Department budget to provide for a supplemental appropriation

of Forty-One Thousand Two Hundred Forty-Two Dollars and Fifty-Seven Cents (\$41,242.57) from Commonwealth of Pennsylvania, Department of Community and Economic Development grant. These funds will be utilized to support the Bomb Squad and ensure disposal of fireworks.

Sponsors: Administration

Attachments: [Bill 121 - Fire DCED Grant Appropriation.docx](#)

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

R233 Refer to Community and Economic Development
Denial of a Certificate of Appropriateness – 523.5 N 6th Street

Sponsors: Administration

Attachments: [R233 Denial - 523.5 N 6th St](#)
[FINAL Pre-Review 523.5 N 6th Street Facade Alterations](#)

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 or contact the Clerk at Michael.Hanlon@allentownpa.gov to receive an email notice of the meetings.

Reference Materials:

Council Rules
Procurement Code
Ethics Code

Attachments: [Procurement Code](#)

[Ethics Code](#)

[Rules](#)