



Allentown

435 Hamilton Street
Allentown, Pa. 18101

Meeting Agenda - Final

City Council

Wednesday, January 4, 2023

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 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.

Reorganization - Motion to postpone reorganization until January 18**RULE VI ELECTION AND REMOVAL OF PRESIDENT AND VICE PRESIDENT****A. Election of the President and Vice President of Council**

Council will elect a President and Vice President at its organizational meeting. The President or Acting President will first take nominations from the floor for Council President. Each Councilperson can only make one nomination. After the nominations have been made by councilpersons, the President may offer a nomination. The potential candidates shall be voted on as nominated. The first candidate to receive a majority vote will become the President. The procedures will be the same for the election of the Vice President. (30154 3/3/2021)

If a Councilperson is not able to attend such meeting, they may participate in the election of the president by phone. (26643 10/21/92; 28613 8/5/09)

Statements for Reorganization

Attachments: [Reorganization](#)
[Council Rules June 2021](#)

Contract Approvals

R1

Authorizes a contract with Ferguson Enterprises LLC and LB Water Service, Inc. at the unit prices identified in the bid, for an estimated sum of \$1,058,202.05 to supply storm sewer fittings on an as needed basis for the City and under Lehigh Valley Cooperative Purchasing Council (LVCP), two bids.

On October 14, 2022, the City advertised a solicitation for Storm sewer fittings, the intention of this Invitation to Bid is to secure vendors to supply storm sewer fittings to and for the City of Allentown as well as the Lehigh Valley Cooperative Purchasing Council (LVCP). Work under this project shall include the furnishing, delivering, and unloading of all materials in accordance with the bid specifications. Term of contract or estimated completion date, subject to standard extensions. On November 14, 2022, there was a public opening held, two (2) bids were received. Upon review of the said bids, each was awarded various parts of the contract, as indicated in the Bid Tabulation. The Contract term shall commence on January 1, 2023 and shall cease on December 31, 2023. Upon written notification, this contract can be extended for up to an additional three (3) months beyond the contract expiration period

Sponsors: Administration

Attachments: [R1 Storm Sewer Fittings](#)

R2

Authorization for Contract with Aspect Consulting Inc for \$174,500.00 for developing and implementing an electronic reporting system for businesses to submit their annual local Neighborhood Improvement Zone (NIZ) forms to the City.

The City advertised the solicitation on August 8, 2022, seeking a qualified firm to develop and implement an electronic reporting system for businesses to submit their annual local Neighborhood Improvement Zone (NIZ) forms to the City of Allentown. On September 6, 2022 public opening was held for which the City received three (3) proposals. The technical evaluation was held on September 16, 2022. All committee members were present. The Proposals were scored based on the RFP requirements, Ability to Meet RFP Requirements (10 Points), Firm's Qualifications (25 Points), Project Plan (35 Points). Cost proposals were opened on September 16, 2022. Proposals were distributed to all committee members via Teams for evaluation after the completion of the technical evaluation. The cost evaluation committee meeting occurred on September 23, 2022. All committee members were present. The committee members discussed the cost proposals. After discussion the committee members scored the Proposals based on Cost (25 Points). The Committee made the recommendation to proceed with Oral interviews/presentations as they did not feel confident in deciding with the information provided in the Technical and Cost Proposals. The oral interview meetings occurred in person and through Teams on October 25, 2022. Reynolds Business Systems, Inc. presented at 9:30 AM, Aspect Consulting, Inc. presented at 10:30 AM, and Method Automation Services, Inc. presented at 11:30 AM. All committee members were present. The committee members discussed the oral interviews (15 Points). The committee decided to award based on the firm's qualifications and overall score. The committee is recommending award to Aspect Consulting Inc. The initial contract term shall commence upon full execution and shall cease within (2) years thereafter. Upon mutual written agreement, this contract may be extended for up to two (2) additional one (1) year terms beyond the initial contract term.

Sponsors: Administration

Attachments: [R2 NIZ E-Reporting Platform](#)

R3

Authorizes Engagement of Professional Services with Pennoni Associates, Inc. for \$6,000.00 for Lead Hazard Reduction Program contractors and local trades people with PADOLI/EPA approved lead paint hazard training. This is an informal quote and is below purchasing requirements, therefore only two (2) quotes were necessary.

On or about March 18, 2022, the City sought to obtain quotes from qualified contractors in order to provide Lead Paint Training Courses for the City staff and Contractors. The first quote the City received was from Pennoni that includes 15 trainees. On or about March 22, 2022, the City received the second quote from Criterion Laboratories, Inc that includes 10 trainees. After review of both quotes the City decided to proceed with Pennoni as being the lowest quote for the number of trainees. Only two (2) quotes were required for this informal quote. This contract term shall commence upon the issuance of the PO.

Sponsors: Administration

Attachments: [R3 Lead Hazard Reduction Program](#)

R4

Authorizes Engagement of Professional Services with Allentown Economic Development Corporation in the amount of \$20,000 for the administration of Enterprise Zone Loan Fund inclusive but not limited to, underwriting and loan services, 1 year, retro-active to January 1, 2023.

Sponsors: Administration

Attachments: [R4 COAEZLF](#)

R5

Authorizes Engagement of Professional Services with Allentown Economic Development Corporation in the amount of \$20,000 for administration of the City's Economic Development Loan Fund, inclusive of but not limited to, underwriting servicing and loan closings, 1 year, retro-active to January 1, 2023

Sponsors: Administration

Attachments: [R5 COAEDLF](#)

Minutes of Previous Meeting

November 30, 2022 Special Council Meeting Minutes

Attachments: [November 30, 2022 Special Council Meeting Minutes](#)

December 7, 2022 City Council Meeting Minutes

Attachments: [December 7, 2022 City Council Meeting Minutes](#)

Communications

Old Business

REPORTS

ORDINANCES FOR FINAL PASSAGE (To be Voted On):

Bill 91

Amending Part II: General Legislation/Fees Article VIII Parks and Recreation Fees § 270-58 Golf Course Fees, Chapter 270 Fees, by revising and establishing new fees for the Allentown Municipal Golf Course.

Sponsors: Administration

Attachments: [Bill 91 2023 Golf Course Fee Increase Ordinance](#)

Bill 92

Amending the 2022 Capital Fund Budget to provide for a transfer of Three Hundred Forty-Four Thousand Six Hundred and Forty (\$344,640.00) Dollars from numerous Capital

Accounts to a newly created Capital Account to cover matching funds needed for the Green-Light-Go grant to install a traffic adaptive system along American Parkway/Basin Street from Susquehanna Street to Airport Road.

Sponsors: Administration

Attachments: [Bill 92 American Parkway Traffic Signal Improvements](#)

Bill 93

Amending the 2022 Capital Fund Budget to provide for an increase to the unappropriated balance of the Capital Fund in the amount of One Hundred Twenty-Nine Thousand Five Hundred and Ninety Six (\$129,596.00) Dollars to fund the integration of an EOC into the training facility by providing state-of-the-art equipment which will ensure interoperability among all EOC users.

Sponsors: Administration

Attachments: [Bill 93 - EOCP Grant](#)

Bill 94

Amending the 2022 Capital Fund Budget to provide for a transfer of One Hundred Ten Thousand (\$110,000.00) Dollars from Capital Account Traffic Signals-Upgrade Various (1225) to a newly created Capital Account for the match money needed to install the traffic adaptive system on Hanover Avenue from Albert Street to Wahneta Street.

Sponsors: Administration

Attachments: [Bill 94 - Hanover Ave Traffic Signal Improvements](#)

Bill 95

Amending the 2022 Capital Fund Budget to provide for an increase of Six Hundred Fifty Thousand (\$650,000) Dollars to the new Capital Project "Mack Blvd Lighting Upgrade". These funds have been awarded as a MTF-DCED reimbursable grant to replace the old street lights on Mack Blvd. from Emmaus Ave. to Rail Road underpass with a new LED lights, new poles, foundation and wiring.

Sponsors: Administration

Attachments: [Bill 95 - Mack Blvd Lighting](#)

Bill 96

Amending the 2022 Capital Fund Budget to provide for a transfer of Fifty Thousand (\$50,000.00) Dollars from Jordan Creek Greenway Trail Capital Project into the Parks Master Plan Capital Project to use for a grant match for the comprehensive plan.

Sponsors: Administration

Attachments: [Bill 96 Parks Master Plan Grant Match](#)

Bill 97

Amending the 2022 Capital Fund Budget to provide for a transfer of Forty-Nine Thousand Seven Hundred Fifty Dollars (\$49,750.00) from Capital Account (1803) Bridge Repairs to Capital Account (1912) Traffic Signal Modernization to cover the remaining amount needed for the match funds of the MTF-PennDOT grant, which will be used to install traffic adaptive system on 15th Street from Tilghman Street to Highland Street. This grant will

also cover installing a new school flasher at Trexler Middle School.

Sponsors: Administration

Attachments: [Bill 97 Transfer to Capital 1912 for 15th Street Grant](#)

CONSENT AGENDA

R6

Josh Novak, Board of Recreation, 2-20-2025

Attachments: [R6 Board of Recreation - Josh Novak](#)

[Josh Novak, Board of Recreation, 2-20-2025](#)

R7

Alicia Conjour, Nuisance Abatement Board of Appeals, 4-19-2026

Attachments: [R7 Nuisance Abatement Board of Appeals - Captain Alicia Conjour](#)

[Alicia Conjour, Nuisance Abatement Board of Appeals, 4-19-2026](#)

R8

Nicholas Lynn, Sheet Metal Technician Board, 5-6-2024

Attachments: [R 8 Sheet Metal Technician Board, Nicholas Lynn, 5-6-2024](#)

[Nicholas Lynn, Sheet Metal Technician Board, 5-6-2024](#)

R9

Zachary Matthews, Allentown Housing Authority, 7-15-2026

Attachments: [R 9 Allentown Housing Authority - Zachary Matthews](#)

[Zachary Matthews, Allentown Housing Authority, 7-15-2026](#)

R10

Leroy Shankweiler, Jr., Building Code Board of Appeals, 1-1-2027

Attachments: [R 10 Building Code Board of Appeals - Leroy Shankweiler, Jr.](#)

[Leroy Shankweiler, Jr., Building Code Board of Appeals, 1-1-2027](#)

R11

Michael Malarchik, Sheet Metal Technician Board, 5-6-2027 (Replacing William Dorwood as Chair)

Attachments: [R 11 Sheet Metal Technician Board, Michael Malarchik, 5-6-2027](#)

[Michael Malarchik, Sheet Metal Technician Board, 5-6-2027](#)

R12

Jose Delfi, Electricians Examining Board, 1-25-2025 (Electrical Inspector)

Attachments: [R12 Jose Delfi, Electricians Examining Board, 1-25-2025](#)

[Jose Delfi, Electricians Examining Board, 1-25-2025](#)

R13

Ed Yarrish, Board of Ethics, 1-15-2025

Attachments: [R13 Ed Yarrish, Board of Ethics, 1-15-2025](#)
 [Ed Yarrish, Board of Ethics, 1-15-2025](#)

R14

Michael Blichar, Jr., Human Relations Commission, 12-31-2025

Attachments: [R14 Michael Blichar, Jr., Human Relations Commission, 12-31-2025](#)
 [Michael Blichar, Jr., Human Relations Commission, 12-31-2025](#)

R15

Louis Holzman, Blighted Property Review Committee, 1-1-2026

Attachments: [R Louis Holzman, Blighted Property Review Committee, 1-1-2026](#)
 [Louis Holzman, Blighted Property Review Committee, 1-1-2026](#)

R16

Oscar Ghasab, Blighted Property Review Committee, 1-1-2026

Attachments: [R 16 Oscar Ghasab, Blighted Property Review Committee, 1-1-2026](#)
 [Oscar Ghasab, Blighted Property Review Committee, 1-1-2026](#)

R17

Certificate of Appropriateness for work in the Historic Districts:

- 346 N. 8th St.

Attachments: [R17 346 N. 8th Street HARB Resolution](#)
 [346 N 8th Street Final Review](#)

R18

Sewage Planning Module at WIP Emaus Avenue Redevelopment

Attachments: [R18 WIP Emaus Avenue Redevelopment - Sewage Planning Module](#)
 [WIP Emaus Avenue Redevelopment - Sewer Planning Module Documents](#)
 [WIP Emaus Avenue Redevelopment - Sewer Planning Module Plans](#)

R19

Sewage Planning Module for Neuweiler Brewery Mixed – Use Development at 401 N. Front Street

Attachments: [R19 Neuweiler Brewery - Mixed Use Development at 401 N. Front Street, LLC.](#)
 [Sewer Planning Module - 401 N Front Street Neuweiler Brewery](#)

RESOLUTIONS FOR FINAL PASSAGE (To be Voted On):

R20

Appointment of Five Police Officers: Delgado, Michael – Allentown, PA; Santos Fernandez, Jesus – Allentown, PA; Nunez, Hector – Allentown, PA; Lovera, Jeremy – Allentown, PA; Klingman, Joshua – Allentown, PA

Sponsors: Administration

Attachments: [R20 Hiring Patrolmen](#)

R21

Approves the Submission of the Action Plan to the United States Department of Housing and Urban Development which is required for the City to reallocate \$100,000 in funds currently not used to help Habitat for Humanity complete home repair projects on Cumberland Street.

Sponsors: Administration

Attachments: [R21 - HUD Action Plan](#)

R22

Approves four transfers: (1) \$1,350,000 in Risk Management for medical, dental, and prescription shortfall; (2) \$59,000 in Public Works – to purchase supplies and assist paying the remainder of the contract to King George; (3) \$11,882.00 in Human Resources for a Benefit Focus Software shortfall; (4) \$5,584.75 in CED for laptop computers for Planning and Zoning Staff.

Sponsors: Administration

Attachments: [R22 Transfer Funds](#)
[Laptop Computers Were Purchased for Planning and Zoning Staff](#)
[Expenditures for medical, dental, and prescription has exceeded the forecasted Funds Are Needed to Pay Invoice for Benefit Focus Due to Under Budget](#)
[Public Works - Garage](#)

R192

Authorizes lease agreement with Roger MacLean for the residential property located at 145 Springhouse Road, Allentown, PA 18104

Sponsors: Administration

Attachments: [R192 Springhouse RM lease 11.28.22](#)
[City Owned Rental Properties 12.9.22](#)

R193

Authorizes lease agreement with Lehigh University for the boathouse and boat ramp at Bucky Boyle Park, located at Chew and Front Street, Allentown, PA 18101.

Sponsors: Administration

Attachments: [R193 Lehigh University Boathouse Lease](#)
[City Owned Rental Properties 12.9.22](#)

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

Bill 1 Refer to Lehigh and Allentown Planning Commissions, and the Community and Economic Development Committee

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 Signs](#)
[City Center Petition to Amend Zoning Ordinance Entertainment Venue Signs \(1;](#)
[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 Corpora](#)
[City Center Petition to Amend Zoning Ordinance \(12-7-2022\)](#)

Bill 2 Refer to the Public Safety Committee
Repealing and replacing Chapter 406, Administrative Code, Nuisance Abatement with
procedures drawn from the Third-Class City Code.

Sponsors: Administration

Attachments: [Bill 2 - Nuisance Abatement](#)

Bill 3 Refer to Budget and Finance Committee
Amending Part II General Legislation, Taxation, Article IV Payment of Property Taxes by
updating the language in accordance with the Commonwealth of Pennsylvania Act 57

Sponsors: Administration

Attachments: [Bill 3 - Act 57 Tax](#)

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

R23 Refer to Public Works
Authorizes a land swap of City-owned land along Pump Place Road to 401 N. Front St,
LLC in exchange for the dedicated and opened land along the eastern side of the
Neuweiler Brewery lot, along the former railroad tracks, for the continued use as a
right-of-way for Riverside Drive at the Waterfront.

Sponsors: Administration

Attachments: [R23 - Pump Place Land Swap](#)
[REPORT OF THE PROPERTY REVIEW COMMITTEE - Pump Place ROW Lan](#)
[Pump Place Park Land 12-1-22 \(1\)](#)
[Pump Place - 401 N. Front St. EXHIBIT B - Legal Description](#)
[Pump Place - 401. N Front St EXHIBIT A - Survey Map](#)

R24 Refer to Public Works
Authorizes the Administration to Enter a Land Swap with the Allentown Community
Development Company to provide them with a second means of ingress/egress to the
Penn Square Flats development and will serve to realign and improve existing access
currently used by the City to access utilities and drainage facilities, provide stormwater
drainage access needed by the City of Allentown's Department of Public Works, and help
preserve the steep slopes along Constitution Drive.

Sponsors: Administration

Attachments: [R24 Allentown Community Development Company Land Swap](#)
[EXHIBIT A](#)
[EXHIBIT B](#)
[EXHIBIT C](#)
[EXHIBIT D](#)

R25 Refer to Rules, Chambers and Intergovernmental Committee
Amends City Council adding and issues relating to inclusion and equity under the
jurisdiction of the Community and Economic Development Committee

Sponsors: Gerlach and Mota

Attachments: [R25 CD Jurisdiction](#)

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.