



Allentown

435 Hamilton Street
Allentown, Pa. 18101

Meeting Agenda - Final

City Council

Tuesday, June 13, 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.

Contract Approvals

R95

Authorization for Contract with TD Bank, N.A to provide banking and cash management services and to provide an automated accounts payable solution to pay vendors and/or suppliers and purchasing card/credit card services; three bids, 3 year contract, with option to renew for two, one year terms.

Sponsors: Administration

Attachments: [R 95 - TD Bank](#)

R96

Authorization for Contract price increase of 10% or more for an existing Contract over \$40,000, that was previously Bid and Awarded under City Policies, with BL Companies

Pennsylvania, Inc. in the amount of \$6,000.00 that was previously bid for design and preparing the construction documents for the Valania Park Improvements Project.

Sponsors: Administration

Attachments: [R96 - BL Companies](#)

R97

Authorization for Contract with Construction Master Services, LLC in the amount of \$199,810.00 to reconstruct the sidewalks, ADA Ramps, diamond plate drains, Flagpole foundations, and curb as needed along Penn St. (adjacent to City Hall). The Contract term shall commence upon full execution and shall cease September 30, 2023. Upon written notification, this contract can be extended for up to an additional one (1) year beyond the contract expiration period, 2 bids received, one was rejected.

Sponsors: Administration

Attachments: [R97 - City Hall SideWalk](#)

R98

Authorization for Contract with Gilboy Ford, Inc. Ross Body & Frame Works, Inc. & Stengel Bros. Inc. in the estimated sum of \$40,000.00 per contract year to provide vehicle suspension, steering, and alignment for City vehicles.

Sponsors: Administration

Attachments: [R98 - Bid 2023-22](#)

R99

Authorization for Contract with Keystone Consulting Engineers as the primary and Barry Isett & Associates as secondary in the estimated sum of \$100,000.00 per contract year to provide assistance to the City with additional workload and to expedite the engineering, traffic engineering, planning, and zoning review of subdivision, land development, and zoning applications.

Sponsors: Administration

Attachments: [R99 - Engineering Consultant](#)

R100

Authorizes and Approves the Engagement of Charles Smith, Esquire, to Provide Legal Services to Allentown City Council Pursuant to the Allentown Home Rule Charter and Administrative Code.

Sponsors: Hendricks and Mota

Attachments: [R100 Council Solicitor Renewal](#)

Minutes of Previous Meeting

May 3, 2023 City Council Meeting Minutes

Attachments: [May 3, 2023 City Council Meeting Minutes](#)

May 17, 2023 City Council Meeting Minutes

Attachments: [May 17, 2023 City Council Meeting Minutes](#)

Communications

Disclosures pursuant to the Ethics Code:

From Councilperson Santos: Pursuant to the Ethic's Laws I wanted to disclose that Jonathan Strauss from Cortex Residential reached out to me to discuss an affordable housing project he is proposing. We had a conversation where he shared plans for how many units and the tenants he would be serving.

From Councilperson Affa: Pursuant to the Ethics Code, Ms. Affa disclosed she met with Mr. Strauss on Tuesday, June 6 at 3 PM to discuss the proposed affordable housing project.

Councilperson Gerlach noted she also met with Mr. Strauss.

City Clerk noted he had a phone conversation with John Straus on procedures relating to the distribution of ARPA funds – directing him to city staff and the council president.

Old Business

Audit Parameters Draft

Attachments: [RFP Audit Parameters](#)

REPORTS

Special Meeting: We have scheduled a special council meeting on June 15 at 6:30 PM to act on Bill 47, the initiative on Public Health.

Public Hearing: On June 21st at 6 PM City Council will conduct a Public Hearing on Bill 23, a text amendment to the zoning code allowing schools in the I2 and I3 zones under certain conditions.

Budget and Finance: Chair Napoli, Hendricks, Gerlach
The Committee has not met since the last council meeting; the next meeting is scheduled for June 28th AT 5:30 PM.

Community and Economic Development: Chair Mota, Napoli, Affa
The committee met and forwarded some items on this evening's agenda; the next meeting is scheduled for June 28th at 6 PM.

Human Resources, Administration and Appointments: Chair Santos, Zucal, Napoli
The Committee has not met since the last council meeting; there are no future meetings scheduled.

Parks and Recreation: Chair Gerlach, Affa, Mota
The Committee has not met since the last Council meeting; the next meeting is scheduled for June 15th at 5:30 PM.

Public Safety: Chair Affa, Hendricks, Zucal
The Committee has not met since the last council meeting; the next meeting is scheduled for June 21st at 6 PM.

Public Works: Chair Zucal, Santos, Hendricks
The Committee met this evening; the next meeting is scheduled for June 21st at 5:45 PM..

Rules, Chambers, Intergovernmental Relations, and Strategy: Chair Hendricks, Mota, Gerlach
The Committee has not met since the last council meeting; the next meeting is scheduled for June 15th at 6:00 PM.

Controller's Report (3 minutes)

Mayor's Report (3 minutes)

Controller - Pension Info, P Card Review, Accts Payable

Attachments: [1st QUARTER 2023 SUMMARY OF PENSION CASH FLOWS](#)
 [P Card Review](#)
 [Accts Payable to 6.2](#)

ORDINANCES FOR FINAL PASSAGE (To be Voted On):

Bill 48 Public Works, this evening

Providing for the vacation of Cumberland Street from the centerline of South 6th Street to the centerline of South 5th Street, the vacation of South Virginia Street from the centerline of Cumberland Street to the centerline of Susquehanna Street, the vacation of South 6th Street from the centerline of Cumberland Street to the centerline of Susquehanna Street, and the vacation of South Fair Street from the centerline of Cumberland Street to the North Property line 1029 South 6th Street in the Twelfth Ward of the City of Allentown:

Sponsors: Administration

Attachments: [Bill48 Vacation of Cumberland Street](#)
 [Cumberland Street from the centerline of South 6th Street Map](#)
 [Letter from Mike Hanlon regarding West Cumberland Street from S. Sixth Street](#)
 [Letter from Mark Hartney regarding Petition to Vacate Segment of W. Cumberland](#)
 [Letter from Lehigh Valley Planning Commission - West Cumberland + Other St](#)
 [West Cumberland Street from S. Sixth Street to Susquehanna Street South Sixt](#)
 [Brian Borzak 10-31-22](#)
 [Staff Report Vacation Cumberland et al](#)
 [6th and Cumberland Mailing List](#)

CONSENT AGENDA

R101

Sewage Planning Module at 1610 South Albert Street

Sponsors: Administration

Attachments: [R101 1610 South Albert Street - Sewage Planning Module](#)
 [1610 Albert Sewage Planning Module](#)

RESOLUTIONS FOR FINAL PASSAGE (To be Voted On):

R93 Community and Economic Development Committee, Chair Mota

The resolution was forwarded with the recommendation that the denial be changed to an approval (3-0). Someone would need to make the motion below at the council meeting.

"I make a motion to amend the resolution from a denial of the application to an approval of the installation of the tile due to the unique circumstances associated with the application. In this particular situation reversing the tile would cause more damage to the historic resource and it would become an economic hardship."

Denial of a Certificate of Appropriateness – 616 N. 6th Street

Sponsors: Administration

Attachments: [R93 HARB Denial - 616 N 6th St](#)
[616 N 6th St Final Review](#)

Legislative History

5/24/23 Community and Economic approved
Development Committee

R94 Community and Economic Development Committee, forwarded with the recommendation changing the denial to an approval, someone will need to make the motion below.

Denial of a Certificate of Appropriateness – 828-30 W. Turner Street

"I make a motion to amend the resolution from a denial of the application to an approval and retain all the provisions listed in the resolution."

Sponsors: Administration

Attachments: [R94 HARB Denial - 828 - 30 W Turner St](#)
[828-30-W-Turner-St Final-Review](#)

Legislative History

5/24/23 Community and Economic approved
Development Committee

R102

Approves the City's application to the PA Department of Health for a grant of Twenty Thousand Dollars (\$20,000.00) that will be used for the City's Community Housing program: Renovate, Repair, and Paint.

Sponsors: Administration

Attachments: [R102 - Community Housing Grant Application](#)

R103

Approves transfers: (1) \$39,390.09 in Budget and Finance for Inserter Machine In The Mailroom Needed To Be Replaced; (2) \$35,000 in EMS Department for Original Budgeted Items Were Entered into Wrong Account.

Attachments: [R103 Transfer Funds](#)

[Original Budgeted Items Were Entered Into Wrong Account - EMS Department](#)

[Inserter Machine In The Mailroom Needed To Be Replaced](#)

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

Bill 49

DIRECTING THE LEHIGH COUNTY BOARD OF ELECTIONS TO PLACE A REFERENDUM QUESTION BEFORE THE CITY OF ALLENTOWN VOTERS ON THE NOVEMBER 7, 2023, BALLOT TO AMEND THE CITY OF ALLENTOWN HOME RULE

CHARTER TO ESTABLISH THE SALARY OF THE CONTROLLER EQUAL TO 80% OF THE MAYOR'S SALARY WHICH IS CURRENTLY AT \$95,000.

Sponsors: Affa, Gerlach and Napoli

Attachments: [Bill 49 Charter Proposal - Controller's Salary](#)

Bill 50

DIRECTING THE LEHIGH COUNTY BOARD OF ELECTIONS TO PLACE A REFERENDUM QUESTION BEFORE THE CITY OF ALLENTOWN VOTERS ON THE NOVEMBER 7, 2023 GENERAL ELECTION BALLOT TO AMEND THE CITY OF ALLENTOWN HOME RULE CHARTER TO INCREASE THE SALARY OF THE CITY COUNCIL TO \$15,000.AND THE PRESIDENT OF COUNCIL SHALL RECEIVE ONE THOUSAND DOLLARS IN ADDITION TO THE SALARY OF A REGULAR CITY COUNCIL MEMBER.

Sponsors: Affa, Hendricks and Mota

Attachments: [Bill 50 Home Rule Charter City Council's Salary - Question](#)
[Memo on Salaries/Comparison](#)

Bill 51 Refer to the Community and Economic Development Committee

Amending the Allentown City Code by Adding Chapter 670, Workforce Housing Zoning creating requirements for land development plans that contain 10 or more additional residential dwelling units to provide work force units; providing certain types of relief for the construction of work force units; allows for alternatives to on-site construction – fee in-lieu of construction, off site development, land, or land and building donation; authorizes a review of the legislation after 18 months.

Sponsors: Gerlach and Santos

Attachments: [Bill 51 Workforce Housing Zoning](#)

Bill 52

Amending the 2023 General Fund Budget to provide for a supplemental appropriation of Fifteen Thousand Dollars (\$15,000.00) from the unappropriated balance to the Capital Fund Contribution of the Trexler budget. The funds were received from the Trexler Trust as part of the 2022 operating budget, the additional funds are from the 30% capital requirement from the total award.

Sponsors: Administration

Attachments: [Bill 52 - 2022 Trexler Additional Capital Appropriation](#)

Bill 53 Refer to Public Works

Amending the 2023 Capital Fund Budget to provide for a transfer of Two Hundred Sixty-Five Thousand Three Hundred and Forty-Six Dollars and Ninety-One Cents (\$265,346.91) from the Automatic Meter Reading and Bill capital account to the Administrative Order capital account. This will allow the Administrative Order (AO) fund to have the additional funds needed to complete the City's requirements under the Concession Lease Agreement.

Sponsors: Administration

Attachments: [Bill 53 Administrative Order Capital Account Transfer](#)

Bill 54 Refer to Budget and Finance

Amending the 2023 General Fund budget to accommodate the reorganization of positions to allow the Department of Finance to operate at a level more in line with the job responsibilities currently assigned to the staff and be in compliance with the home rule charter.

Attachments: [Bill 54 Finance Clerk Reorg](#)

Bill 55 Refer to Community and Economic Development Committee

Amending the 2023 General Fund Budget to provide for a supplemental appropriation of One Hundred Four Thousand and Ninety-Six Dollars and Thirty-Eight Cents (\$104,098.38) to the Opioid Settlement revenue account (000-5216) to fund a third Hospital Opioid Support Team (HOST) position through Lehigh County Drug & Alcohol. This will allow for 24-hour coverage in City of Allentown hospitals to connect substance use overdose victims with appropriate care.

Sponsors: Administration

Attachments: [Bill 55 Health HOST](#)

Bill 56

Amending the 2023 Capital Fund Budget to provide for a supplemental additional appropriation of Sixty-Two Thousand Five Hundred (\$62,500) Dollars from the Pennsylvania Department of Conservation and Natural Resources (DCNR) to support construction of Irving Pool.

Sponsors: Administration

Attachments: [Bill 56 Irving Pool DCNR](#)

Bill 57

Amending the 2023 General Fund Budget to provide for a supplemental appropriation of One Hundred Thirty-Five Thousand Dollars (\$135,000.00) from the unappropriated balance to the Parks and Recreation Grounds Maintenance Equipment expense account. The funds will be used for new holiday decorations and lights that are compatible with the newly installed light poles on Hamilton Street from 5th to 12th.

Sponsors: Administration

Attachments: [Bill 57 Parks and Rec Equipment](#)

Bill 58 Refer to Public Safety Committee

Amending the 2023 General Fund Budget to provide for a supplemental appropriation of Six Hundred Thousand Nine Hundred and Fifty Dollars (\$600,950.00) from the Pennsylvania Commission on Crime and Delinquency (PCCD) Gun Violence Investigation and Prosecution Grant for the purpose of purchasing equipment.

Sponsors: Administration

Attachments: [Bill 58 - PCCD Grant](#)

Bill 59

Amending the 2023 General Fund budget to allow for the Maintenance Mechanic

Specialist position currently budgeted in the Trexler Fund to move to the General Fund Parks and Recreation Department. This will help to balance the Trexler Fund budget for the year 2023.

Sponsors: Administration

Attachments: [Bill 59 Trexler Position to Parks](#)

Bill 60 Refer to Public Works

Amending Article 507 (Traffic control Maps) of the Codified Ordinances of the City of Allentown. The request is from the Administration. The Administration is authorized to establish and evaluate traffic regulations for a temporary period not to exceed 90 days. This legislation makes the temporary changes permanent.

Attachments: [Bill Traffic Control Maps](#)

[Traffic Control Sign Ordinance 05 31 2023](#)

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

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.