



Allentown

435 Hamilton Street
Allentown, Pa. 18101

Meeting Agenda - Final

City Council

Wednesday, February 7, 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 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.

Please observe the Rules of Council when addressing the body. A full copy of Council Rules can be found on the city website at the bottom of the council agenda. The city website also includes all the meetings and material for the agenda; videos of previous meetings, and livestreams the council meetings in real time.

If you would like to speak this evening, we are asking that you fill out a card – they are on the back table - and provide them to the clerk before speaking. Please address the Council President. You are given privilege of the floor to provide public comment. This is a time to present comments, 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 be sure to state your name and address for the record and fill out a card.

Courtesy of the Floor is meant to provide public comment on items that are not on the agenda; Council will take all comments under advisement and have the appropriate officials get back to you if necessary. If you have materials for Council, please distribute the material to the Clerk.

Public comment during consideration of ordinances, resolutions and motions is limited by topic – your comments must be relevant. Public comments are taken before council votes on items. Council will not entertain personal insults or attacks, name calling or other behavior that is inconsistent with the purpose of conducting official business. Please address the Council President. 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. 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

R13

Authorization for Contract increase to the estimated yearly sum to be \$45,000 that was previously Bid and Awarded under City Policies, with Edwards Business Systems for maintenance services for the City printers. The Agreement and will automatically renew for consecutive periods of one year unless either party notifies the other of cancellation, in writing.

Attachments: [R13 - Contract Increase - Edwards Business Systems](#)

R14

Authorization for a contract increase in the amount of \$30,000; an increase from \$10,000.00 per year to \$40,000.00 per year, for a contract previously bid and awarded to Ross Body and Frame Work, Inc. (d/b/a A-1 Towing) to provide towing services for city vehicles. This is due to bringing the garage in house and not knowing exactly how much we would spend on towing of City fleet vehicles. The City has 620 vehicles and equipment

and continues to grow. The contract will expire March 13, 2024. It has been requested to utilize the first of four (4) renewal terms and extend the contract to March 13, 2025. Upon written notification, this contract can be extended for an additional four (4) one (1) year terms beyond the contract expiration period.

Sponsors: Administration

Attachments: [R14 - Contract Increase - Ross Body](#)

R15

Authorization for Contract price increase with Alliance Hall of Allentown, Inc. in the amount of \$359,088.78 for the lease of Alliance Hall. The initial contract Sum was for \$246,316.08, the increase of \$359,088.78 brings it to a total of \$605,404.86. This is due to the increase of space being rented which in return has increased the rent from the original amount written into the original agreement and to cover the rent for the five-year extension term.

Sponsors: Administration

Attachments: [R15 - Contract Increase - Alliance Hall](#)

Minutes of Previous Meeting

December 6, 2023 City Council Public Hearing Meeting Minutes

Attachments: [December 6, 2023 City Council Public Hearing Meeting Minutes](#)

December 6, 2023 City Council Meeting Minutes

Attachments: [December 6, 2023 City Council Meeting Minutes](#)

December 12, 2023 City Council Meeting Minutes

Attachments: [December 12, 2023 City Council Meeting Minutes](#)

January 10, 2024 Special Council Meeting Minutes (Organizational Meeting)

Attachments: [January 10, 2024 Special Council Meeting Minutes \(Organizational Meeting\)](#)

January 17, 2024 City Council Meeting Minutes

Attachments: [January 17, 2024 City Council Meeting Minutes](#)

Communications

City Council received a petition from 19 individuals urging council to enforce quality of life issues; making arrests for vandalism, littering, loitering, vagrancy, and public intoxication. The petition was forwarded to all City Council members and the mayor.

Chasers: If you parked in the City lot next to City Hall, please see the City Clerk for a voucher.

Old Business

REPORTS

Budget and Finance: Chair Napoli, Hendricks, Gerlach

The Committee met on January 31st at 5:30 PM to review December finances and committee and administration priorities for 2024; the next meeting is tentatively scheduled for February 28th, time to be determined.

Community and Economic Development: Chair Hendricks, Mota, Napoli

The committee met on January 31st at 6:30 PM to review committee and administration's priorities for 2024; the next meeting is tentatively scheduled for February 28th, time to be determined.

Human Resources, Administration and Appointments: Chair Affa, Napoli, Santos

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

Parks and Recreation: Chair Santos, Affa, Gerlach

The Committee has not met since the last Council meeting; the next meeting is scheduled for February 21st at 6 PM.

Public Safety: Chair Zucal, Hendricks, Mota

The committee has not met since the last council meeting; there are no future meetings scheduled at this time.

Public Works: Chair Gerlach, Affa, Zucal

The Committee has not met since the last Council meeting; the next meeting is scheduled for February 21st at 5:45 PM.

Rules, Chambers, Intergovernmental Relations, and Strategy: Chair Mota, Napoli, Gerlach

The committee has not met since the last Council meeting; there are no future meetings scheduled at this time.

Controller's Report

Mayor's Report – Chief Roca on Public Safety Project

Public Safety Feasibility Study

Media Kit

Attachments: [Allentown Police City Council Presentation](#)

[2024 APD Media Kit](#)

Controller Reports

Attachments: [AR CED](#)
 [AR PW](#)
 [Bank Rec](#)
 [Gift Cards](#)

ORDINANCES FOR FINAL PASSAGE (To be Voted On): There are no ordinances for final passage.

CONSENT AGENDA: The Consent Agenda is for items that are considered ‘no brainers’ – the objective is to vote on all the resolutions at one time if there are no issues. The President asks if there is any request to remove any item from the Consent Agenda. If not, the clerk will read the resolutions. After public comments, Council will vote on items.

R16

Arundhati (Tinku) Khanwalkar, Environmental Advisory Council (EAC) Reappointment, 01/04/2027

Attachments: [R16 Environmental Advisory Council - Arundhati \(Tinku\) Khanwalkar](#)
 [Memo from Mayor Matt Tuerk regarding the reappointment of Arundhati Khanw:](#)
 [Arundhati \(Tinku\) Khanwalkar Resume](#)

R17

Tim M. O'Brien, Environmental Advisory Council (EAC) Appointment, 01/04/2027

Attachments: [R 17 Environmental Advisory Council - Tim M. O'Brien](#)
 [Memo from Mayor Matt Tuerk regarding the appointment of Tim M. O'Brien to t](#)
 [Tim OBrien Resume](#)

R18

Authorizes the disposition of certain records within Public Works.

Attachments: [R18 - Records for Destruction Public Works](#)

R19

Certificate of Appropriateness for work in the Historic Districts: 327 N. Nagle St.; 146 W. Turner St. and 515 Park St.

Attachments: [R19 HARB Resolution](#)
 [515 N Park Street Final Review](#)
 [1146 W Turner Street Final Review](#)
 [327-N-Nagle-St_Final-Review](#)

RESOLUTIONS FOR FINAL PASSAGE (To be Voted On): Public comments will be taken prior to the final vote.

R20

Authorizes lease agreement with Muhlenberg College for Bicentennial Park Stadium located at 1126 Lehigh Street, Allentown, PA 18103.

Sponsors: Administration

Attachments: [R20 - Muhlenberg College](#)
[Muhlenberg College - Preliminary Bicentennial Park Renderings](#)
[Lease](#)

R21

Approves six transfers: (1) \$78,879.35 to cover negative balances in premium pay in EMS; (2) \$63,341.05 in Fire to cover year-end negative balances for premium pay, holiday and shift differential; (3) \$56,252.77 in Public Safety – Police for overtime pay and health insurance opt out; (4) \$53,000.00 in Public Safety/Police for 2023 Mark 43 records management annual maintenance; (5) \$20,000 in Fire to move funds to correct budget account for expenditures; (6) \$13,859.00 in Parks and Recreation for pool equipment.

Attachments: [R21 Transfer Funds](#)
[Pool](#)
[2023 Mark 43 Annual Maintenance](#)
[Fire](#)
[Fire - Negative Balance](#)
[Staffing Needs At The End of the Year Led To An Increased OT Needs in 202](#)
[To Cover Year End Negative Budget Account Balances - EMS](#)

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

Bill 2 Refer to the Parks and Recreation Committee
Amending the 2024 Capital Fund Budget to provide for a supplemental appropriation of One Thousand Six Hundred Dollars (\$1,600) from the Hispanic American Organization, Inc. to support the mini-pitch system at Jordan Meadows.

Sponsors: Administration

Attachments: [Bill 2 Hispanic American Organization Donation](#)

Bill 3 Refer to the Parks and Recreation Committee
Amending the 2024 Capital Fund Budget to correct a previous ordinance number 15951. This will appropriate the funds of Six Hundred Fifty Thousand (\$650,000) Dollars from the Department of Conservation and Natural Resources (DCNR) to support design and construction of the D&L Trail – Allentown Segment to the proper accounts.

Sponsors: Administration

Attachments: [Bill 3 D&L Trail DCNR Grant Correction](#)

Bill 4 Refer to the Parks and Recreation Committee
Amending the 2024 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.

Sponsors: Administration

Attachments: [Bill 4 Romper Day Appropriation](#)

Bill 5 Refer to the Budget and Finance Committee
Amending Part I Administrative Legislation, Chapter 5 Administration of Government, Article IV Financial Procedures, Section 21 Contracts by updating the language in Part A.

Sponsors: Administration

Attachments: [Bill 5 Section 5-21 Contracts Amendment](#)

Bill 6 Refer to the Public Works Committee
Amending the 2024 Capital Fund Budget to provide for a supplemental appropriation of Sixteen Thousand Eight Hundred Ninety-Six Dollars and Thirty-Six Cents (\$16,896.36). This was the result of payment in lieu of tree plantings from Tilghman Street Dental LLC, City Center Development Corporation, Housing Development Corporation, Devon Self Storage Holdings, Lehigh River Development Corp 3, 1134 Hanover Ave LLC, and Stratagem Allentown LLC. Funds will be used for the purchase of new street trees.

Attachments: [Bill 6 Shade Tree Funds](#)

Bill 7 Refer to the Public Safety Committee
Amending Article III, Retail Pet Shops, by prohibiting the sale of guinea pigs by pet shops.

Sponsors: Gerlach and Mr. Zucal

Attachments: [Bill 7 Guinea Pigs](#)

RESOLUTIONS FOR INTRODUCTION (Can be voted on or Referred to Committee): Public Comment it taken prior to referral.

R22 Refer to Parks and Recreation Committee
Authorizes the Administration to enter into a cooperation agreement with the Allentown Parknership, to utilize the organization's fundraising and planning capabilities to raise money to finance and manage capital improvement projects, manage construction, provide enhanced maintenance, provide programs and special events, coordinate volunteer activity, and to pursue such other authorized opportunities and address recognized needs, for the betterment of the city's parks.

Sponsors: Administration

Attachments: [R22 Authorizes Cooperation Agreement](#)

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:

[Council Rules](#)

[Procurement Code](#)

[Ethics Code](#)