



# Allentown

435 Hamilton Street  
Allentown, Pa. 18101

## Meeting Agenda - Final City Council

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Wednesday, October 16, 2024

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 given privilege of the floor. A copy of Council Rules can be found on the council agenda on the website.*

*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

R171

Authorization for a change order in the amount of \$3,000.00 with Canon Solutions America, Inc. to supply printers and multifunction machines along with support and maintenance of the equipment. The original contract was for \$142,224.86, the addition would bring the contract to a new total of \$145,224.86.

**Sponsors:** Administration

**Attachments:** [R171 - Change Order - Canon](#)

**R172**

Authorization for Contract with Michael Baker International, Inc. in the amount of \$35,000.00 to assist the City of Allentown in a transformative initiative aimed at developing a plan for overhauling and expanding its current bike infrastructure. The initiative seeks to create a vibrant, accessible, and sustainable urban environment by addressing the gaps in the city's bike lane, trail, and shared lane network. This project aims to enhance safety, connectivity, and accessibility for people riding bikes, promoting a more active and healthy community while addressing pressing public health and environmental challenges. Two (2) proposals submitted, contract shall be for one (1) year with one (1) three (3) month renewal beyond the contract expiration period.

**Sponsors:** Administration

**Attachments:** [R172 - Michael Baker](#)

**R173**

Authorization for Contract with Construction Masters Services, LLC in the amount of \$1,112,920.00 to secure a Contractor to construct/reconstruct ADA Ramps in accordance with the Americans with Disability Act and remove and dispose of sidewalk and/or concrete curb, located within the City limits, along with incidental work as may be authorized and required by the Contract Administrator. ADA ramps will be constructed primarily in residential areas and areas where the City will complete roadway paving improvements following UGI gas line and LCA Water line restoration work. Five (5) bids were submitted, contract shall cease October 31, 2025 with one (1) three (3) month renewal beyond the contract expiration period.

**Sponsors:** Administration

**Attachments:** [R173 - Construction Master](#)

**R174**

Authorization for Contract with Pennoni Associates, Inc. for the estimated budgeted sum of \$25,000.00 per contract year to obtain the services of an Engineering Firm to perform structural evaluations for Emergency and non-Emergency call outs as needed to make structural assessments and evaluations on commercial and residential properties in the City of Allentown. One (1) proposal was submitted, contract shall be for one (1) year with two (2) one (1) year renewal beyond the contract expiration period.

**Sponsors:** Administration

**Attachments:** [R174 - Pennoni](#)

**R175**

Authorization of Cooperative Contract(s) in an amount greater than \$40,000.00 to provide the City with various goods/services, for T.M. Fitzgerald & Associates.

**Sponsors:** Administration

**Attachments:** [R175 Cooperative Approval - 10.16](#)

**Minutes of Previous Meeting**

**Communications**

**Old Business**

**REPORTS**

**Budget Meetings: Council President notes first meeting in on October 30 at 5:30 PM in Council Chambers, other meeting dates are listed on the agenda.**

**October 30, 5:30 PM**

**Mayor's Overview, 5 Year Plan, Revenue and Expenditure estimates; Budget and Finance, Debt Service Fund, Risk Management Fund, Capital Projects**

**November 6**

**5 – 5:30 PM Parks and Recreation, Trexler Fund, Golf Fund and Rates**

**5:30 – 6:30 PM Public Safety: Fire, EMS, Police**

**6:30 Council Meeting**

**November 13**

**Non-Departmental**

**5:15 – 5:30 PM Solicitor**

**5:30-5:45 PM – Mayor**

**5:45 – 6:00 PM - Controller and Council**

**6:00 PM Public Works, Solid Waste Fund, Liquid Fuels, Administrative Order Fund, Stormwater Fund**

**November 20**

**5:30 – 6:00 PM Human Resources**

**6:00 PM Community and Economic Development, Rental Unit Licensing Fund, Housing Fund**

**Equipment Fund: Take up at appropriate budgets.**

**December 4 Adoption of Budgets**

**December 11th and 18th are available if need be.**

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

**The Committee has not met since the last Council meeting. The next meeting is scheduled for October 30 at 5:15 PM to review the monthly finances.**

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

**The Committee met on October 9th at 6:00 PM and tabled Resolution 170, a Denial of a Certificate of Appropriateness at 1028 Chew Street to provide more time for the applicant and administration to work on compromises. There are no future meetings**

scheduled at this time.

**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 met this evening. There are no future meetings scheduled at this time.

**Public Safety: Chair Zucal, Hendricks, Mota**  
The committee met this evening. There are no future meetings scheduled at this time.

**Public Works: Chair Gerlach, Affa, Zucal**  
The Committee met this evening. There are no future meetings scheduled at this time.

**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: The Controller will not be at the meeting - two reports have been received from his office – accounts payable and Pcard Review.**

**The mayor has not submitted anything for the agenda.**

Controller Reports - Accts Payable, PCards

**Attachments:**      [Accts Payable.pdf](#)  
                                 [P Card Review - June 2024.pdf](#)

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

Bill 85

Amending the 2024 Capital Fund Budget to provide for a transfer of Ninety-Nine Thousand One Hundred Forty-One Dollars and Sixty-Six Cents (\$99,141.66) from various completed capital projects to a newly created capital account to install Wayfinding signs in Center City.

**Sponsors:**            Administration

**Attachments:**        [Bill 85 Wayfinding Transfer](#)

Bill 86

Amending the 2024 Capital Fund Budget to provide for a transfer of Twenty-Two

Thousand One-Hundred Thirteen Dollars and Fifty-Six Cents (\$22,113.56) from various completed capital projects to the City Owned Building Repairs capital account for repairs to city buildings.

**Sponsors:** Administration

**Attachments:** [Bill 86 Building Repair Transfer](#)

Bill 87

Amending Part II General Legislation, Chapter 270 Fees, Article XII Fire Fees by creating inspection fees and updating the language of the City Code.

**Sponsors:** Administration

**Attachments:** [Bill 87 - Fire Fees Amendment](#)

Bill 88

Amending the 2024 Capital Fund Budget to provide for a transfer of Seven Thousand Two Hundred Eighteen Dollars (\$7,218.00) from Irving Pool Improvements capital project into Canal Park for a crowd control gate and Mini-Pitch for replacement of the lights.

**Sponsors:** Administration

**Attachments:** [Bill 88 Canal and Mini-Pitch Transfer](#)

Bill 89

Amending the 2024 General Fund Budget to provide for a supplemental appropriation of Four Thousand (\$4,000.00) Dollars from Keep PA Beautiful under the Healing the Planet grant program to support riparian buffer planting in the parks.

**Sponsors:** Administration

**Attachments:** [Bill 89 - Parks Grant Transfer](#)

**Councilperson Zucal would like to untable Bill 47, which was tabled at a Human Resources, Administration and Appointments Committee (Affa, Napoli, Santos) on May 15th.**

**If the bill is untabled, the following amendment is suggested to clarify and allow council to extend the 120 day time frame: Add at the end of the proposed amendment unless extended by Council to a date certain established by a resolution approved at a public meeting.**

Bill 47

Amending § 5-2 Heads of departments; duties, be amended to allow only one interim extension of 30 day extension or less for a department director.

**Sponsors:** Hendricks, Mota, Mr. Zucal, Gerlach and Affa

**Attachments:** [Bill 47 Heads of departments; duties](#)

**Legislative History**

5/15/24	Human Resources, Administration and Appointments Committee	tabled
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**CONSENT AGENDA****RESOLUTIONS FOR FINAL PASSAGE (To be Voted On):**

R168

Authorizes the Administration to sell the City-Owned Real Property at 1001 1007 W. Hamilton St, Allentown PA, identified as Tax Map Parcel No. 549699283455. This includes the amendment made at the last council meeting: and that the buyer not take possession of the property until adequate facilities for the police department are available for occupancy.

**Sponsors:** Affa, Hendricks, Mota and Napoli

**Attachments:** [R168 10th and Hamilton](#)

[Exhibit A](#)

[Exhibit B](#)

**Legislative History**

4/3/24 City Council tabled

R176

Appointment of Laurie McShane Gilley to the Nuisance Abatement Board of Appeals

**Sponsors:** Administration

**Attachments:** [R176 Nuisance Abatement.doc](#)

[Memo from Mayor Matt Tuerk regarding Appointment to the Nuisance Abateme](#)

[Nuisance Abatement Board of Appeals List.xlsx](#)

R177

Approves the recommendations made by a Special Committee of City Council on Co-responder models and approaches to Public Safety and Health

**Sponsors:** Gerlach, Napoli and Mr. Zucal

**Attachments:** [R177 Co responder.doc](#)

[CR White Paper.docx](#)

R178

Approves the submission of the formal application for the local share account grant on behalf of the Allentown Housing Authority that will support the development of 8 new rental units targeted to LMI households and the appropriate redevelopment of a vacant, blighted property located within the Old Fairgrounds Association Historic District.

**Attachments:** [R178 - AHA LSA Application](#)

R179

Approves the submission of the formal application for the local share account grant on behalf of the Jewish Community Center of the Lehigh Valley to support upgrades including modernizing the facility and updated ADA accessibility.

**Sponsors:** Administration

**Attachments:**      [R179 - JCC LSA Application](#)

R180

Approves the submission of the formal application for the local share account grant on behalf of the Allentown Patriots to support the purchase of new equipment.

**Attachments:**      [R180 - Allentown Patriots LSA Application](#)

R181

Approves two transfers placing funds in the proper accounts: \$22,000 in Traffic Planning for a Thermoplastic Machine and Remover, and Rock Drill; and \$15,000 in the Solid Waste Fund to cover bailer repairs.

**Sponsors:**            Administration

**Attachments:**      [R 181 Transfer Funds.doc](#)  
[Recycling Solid Waste Transfer.pdf](#)  
[Thermoplastic Machine/Drill for Traffic .pdf](#)

R182

Authorizes the City of Allentown to sell a parcel located at 1327 W. Tilghman St.

**Attachments:**      [R182 - 1327 Tilghman St Parcel](#)  
[Exhibit A - 1327 W. Tilghman](#)

R183

Authorizes the City of Allentown to sell a parcel located at 325 Hamilton St.

**Sponsors:**            Administration

**Attachments:**      [R183 325 Hamilton St Parcel](#)  
[Exhibit A - 325 W. Hamilton](#)

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

Bill 90

An Ordinance of the City of Allentown adopting the American Rescue Plan Fund Budget for 2025 in the amount 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 ofTwo 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](#)

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.

**Sponsors:** Administration

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

#### Bill 98

Amending the 2024 Capital Fund Budget to provide for an appropriation in the amount of Eighteen Thousand Dollars (\$18,000.00) from the Trexler Fund to the Rose Garden capital project account. These funds will be used to complete the stone entrance step repairs at the Rose Garden.

**Sponsors:** Administration

**Attachments:** [Bill 98 - Rose Garden Improvements Allocation](#)

#### Bill 99

Amending the 2024 Capital Fund Budget to provide for a supplemental appropriation of Two Hundred Twenty-Eight Thousand Nine Hundred Thirty Dollars and Fourteen Cents (\$228,930.14) from UGI for the purpose of construction ADA handicap ramps and for the milling and paving of streets under the City's Utility Paving Program.

**Attachments:** [Bill 99 - UGI Cost Share Agreement](#)

#### Bill 100

Amending the 2024 Capital Fund Budget to provide for a transfer of One Hundred Thirty Thousand Dollars (\$130,000.00) from Irving Pool Improvements capital project into Roosevelt Park for demolition of the old pool house building and a new pavilion.

**Sponsors:** Administration

**Attachments:** [Bill 100 - Parks Irving to Roosevelt Transfer](#)

#### Bill 101

Amending the 2024 Capital Fund Budget to provide for a transfer of One Hundred Ninety-Eight Thousand Seven Hundred Seventy Dollars and Five Cents (\$198,770.05) from various accounts within the Bridge Capital Project for inspection services, conceptual cost estimate services, scour protection designs, deck repair designs, and sidewalk/pedestrian barrier improvement designs on various city bridges. This will transfer the unused funds from the various accounts within this capital project to the correct account for these services.

**Sponsors:** Administration

**Attachments:** [Bill 101 - Public Works Bridge Transfer](#)

#### Bill 102

Amending the 2024 Federal Grants Fund to provide for a supplemental appropriation of

One Hundred Fifty Thousand Dollars (\$150,000.00) from the Pennsylvania Department of Health, Bureau of Family Health Lead Abatement Grant.

**Sponsors:** Administration

**Attachments:** [Bill 102 - Lead Abatement Grant](#)

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](#)

## **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](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.*

#### Reference Materials:

Council Rules

Procurement Code

Ethics Code

**Attachments:** [Procurement Code](#)

[Ethics Code](#)

[Rules](#)