



Allentown

435 Hamilton Street
Allentown, Pa. 18101

Minutes - Final

City Council

Wednesday, May 3, 2017

7:00 PM

Council Chambers

Invocation: Daryl Hendricks

Rollcall

Present: 7 - Ray O'Connell, Julio Guridy, Daryl Hendricks, Cynthia Mota, Candida Affa, Roger MacLean, and David McGuire

Pledge to the Flag

Courtesy of the Floor

Courtesy and Privilege of the Floor Rules

Mr. Lou Hershman, 405 N. Gilmore Street, stated that about six months ago he questioned about take home cars. He wants to find out how many cars go home. He asked about the money the city is receiving from the NIZ zone and if money is being returned to us. He stated that Mr. Hartzell was going to meet with them.

Mr. Jeff Glazier stated that a fleet review is near completion. We are looking for information. I have been practically assured by the Finance Department that the information will be forthcoming.

Mr. Glenn Hunsicker, South Allentown, stated that he received a card in the mail. He said he rebuilt the city's finances. Turning an \$8 million deficit into a \$18 million surplus. He stated that he is trying to find out where this \$18 million is.

Mr. Ray O'Connell stated that it wasn't Mr. Hartzell mailer, but he can comment if he wants. I received the same mailers.

Mr. Brent Hartzell stated that he did have a meeting with Steve Bradford, their Executive Director in early March. I did drop a couple of questions his way and did not hear back from him.

Mr. Lou Hershman stated that Mr. Hartzell stated that we saved \$297,000 on refinancing the bond issue in January.

Mr. Brent Hartzell stated he was aware of the concern on the size of the principal note the amount came to about \$9,025,000 that we were

somehow on the hook for a greater amount of money. I can assure you that it is not. It is a one time savings of \$297,000. We already factored it in this year's budget. He stated that he would simply go along with what the Council President is saying.

Mr. Glenn Hunsicker stated people read this and think it is true. I have a hard time finding \$5 million. These things don't add up, but somebody has to call them out on this.

Mr. Glenn Keller, 2726 Furner Street, talked about cash accounts into income earning investments. He asked Council to consider the issues that were dealt with by the administration and Council in deciding what to do with the Water and Sewer Lease Agreement. He asked about the city's Pension Obligation Bond payments if it would be legal or proper under any existing laws, regulations guidance and practice if the Pension Board which received monies from the city's General Fund and deposit it in the existing investment pension funds or to any partition form or pension fund that will be invested or held as cash.

Dr. David McGuire asked Mr. Keller if he had a copy of his presentation.

Mr. Keller stated not enough for everyone.

Mr. Christian Brown - President of Old Allentown Historic District, talked about project that took place on April 22nd on Earth Day. It was an annual event in Old Allentown. He stated that on the 900 block of Chew Street we planted 25 street trees. The project was provided by the Century Fund. It was only made possible with cooperation of the City of Allentown, particularly the Public Works Department and the Parks Department. They created 22 new tree pits. The city turned a project that was underfunded and in jeopardy to a possibility. The end result was a 50 year or more investment of this block.

Mr. Ray O'Connell thanked Mr. Brown. He stated to Mr. Brown you are on the Shade Tree Commission for many years. You are doing a fine job.

Mr. Robert Trotner, 1920 Whitehall Street, asked if Mr. Glazier or Mr. Hartzell had an update. There is an item in the state budget for the casino tax. He asked if anyone had an update.

Mr. Ray O'Connell stated that we will get you an update. it is \$3.9 million.

Mr. Brent Hartzell stated that they were notified just this week that the end of the first quarter distribution from the state of Pennsylvania had arrived. We are getting pretty close to the cash we were expecting.

Mr. Tom Hahn, 2016 E Highland Street, asked about the Rules about the vacancy fund money that is in the budget can't be spent on anything else, but hiring the person that is needed.

Mr. Brent Hartzell stated that he has often said that when it comes to the General Fund it is one big general operation of the city where general revenues go and expenditures generally happen. Council has approve a budget that has specific appropriations in it for the position currently vacant. Those position already has been legally approved. All the positions that were intended to be budgeted are so in full.

Mr. Ray O'Connell stated that he believes that the questions was in the beginning it was this whole big pot of money, but the question Mr. Hahn asked is that money that has been allocated for those positions being used for something else.

Mr. Brent Hartzell stated no, it is not. The monies that are in there already are intended for particular purposes. If were to make any adjustments to that plan for the budget, we will have to come in front of you for it. No, those things are not being set aside to pay for other things.

Mr. Tom Hahn asked for a report on what the savings were and that money be carried over and not spent from the Controller's department.

Mr. Ray O'Connell stated that the money doesn't necessary get carried over. A budget is a budget. That money is somewhere.

Mr. Brent Hartzell stated that the best way to look at it is to see what we budgeted at the start of the year and then you get to the end of the year or over the course of the year and see how we came in with revenues against expenditures.

Mr. Ray O'Connell asked if anyone had a comment under Courtesy of the Floor.

Approval of Minutes:

Yes: 7 - Ray O'Connell, Julio Guridy, Daryl Hendricks, Cynthia Mota, Candida Affa, Roger MacLean, and David McGuire

[15-1562](#) April 5, 2017 City Council Approval of Contracts Professional Services Meeting Minutes

Attachments: [22 April 5, 2017 City Council Approval of Contracts Professional Services Meeting Minutes](#)

Old Business

Communications

Mr. Ray O'Connell stated that tonight we were going to give a Proclamation to Harvey Z. Raad Realtors. We are postponing that until a later date.

Proclamation - Harvey Z. Raad Realtors

REPORTS FROM COMMITTEES:**Committee of the Whole:**

The Committee of the Whole is now scheduled on Tuesday, May 23 at 6:30 PM to discuss Bill 5, a proposal for a charter amendment that would provide a two term limit for the Mayor.

Budget and Finance: Chair Guridy, Hendricks, Mota

The Committee met last Wednesday and forwarded items on tonight's agenda and reviewed the monthly financial reports; a future meeting has not yet been scheduled.

Community and Economic Development: Chair McGuire, Guridy, Mota

The Committee has not met since the last Council meeting; a future meeting has not yet scheduled.

Human Resources, Administration and Appointments: Chair Affa, MacLean, McGuire

The Committee has not met since the last council meeting; a future meeting has not yet been scheduled.

Parks and Recreation: Chair Mota, Affa, O'Connell

The Committee met this evening; a future meeting is not yet scheduled.

Public Safety: Chair Hendricks, MacLean, Affa

The Committee has not met since the last council meeting; a future meeting is not yet scheduled.

Public Works: Chair MacLean, McGuire, O'Connell

The Committee has not met since the last council meeting; a future meeting has not yet been scheduled.

Rules, Chambers, Intergovernmental Relations and Strategy: Chair O'Connell, Hendricks, Guridy

The Committee has not met since the last council meeting; a future meeting has not yet been scheduled.

Ad Hoc Committee on Inclusionary Zoning: Co- Chairs Guridy and McGuire

The committee has not met since the last meeting, The Committee has received the White Paper on inclusionary zoning and we are reviewing it; we will meet within a few weeks to review the report.

Water and Sewer (Lease and Operations) Compliance Review Board: Chair MacLean

The committee is now scheduled to meet on Tuesday, May 23 at 5PM.

City Controller's Report

Mr. Jeff Glazier stated he has a report on the Accounts Payable Weekly Check Review for the month of April. They reviewed 512 checks. The total amount of the checks were \$7 million. We did 15 wires and it was \$2.2

million. We had one check made out to the wrong vendor. The check was pulled back, voided and reissued. We identified a check where a discount was taken twice. We identified 10 invoices that were paid later than they should have been. There was one late fee that was paid for \$98. He stated that in the next month in addition to Fleet he will have some bank reconciliation reports.

Mr. Julio Guridy thanked Mr. Glazier and asked if he was reviewing the April checks, not necessarily the bank reconciliation. He asked if Mr. Glazier coincide the check reviews with the Monthly Reports.

Mr. Jeff Glazier asked Mr. Guridy if he is referring to the reports that Treasury generates. He stated that this report is a real-time report. They review all the Accounts Payable checks that are generated every week. From the review, it generates this report. The bank reconciliation is a trailing report.

Mr. Brent Hartzell stated that the bank reconciliation has been completed through December. He stated that Mr. Glazier is right that they need to be up to date. We will not put anything in that monthly report unless it is an actual expenditure or an actual revenue.

Mr. Jeff Glazier stated that the city and the Controller are fortunate to have a very good auditor. She and I do this together. We have a pretty good eye on the checks that comes through and the issues.

APPOINTMENTS: None

ORDINANCES FOR FINAL PASSAGE (To be Voted On):

[15-1445](#)

Bill 16 Budget and Finance, Recommended Favorably Amending the 2017 General Fund, the 2017 Trexler Fund, the 2017 Risk Fund, the 2017 Equipment Fund, the 2017 Solid Waste Fund and the 2017 Golf Fund by appropriating funds from the un-appropriated balances for the rollover of encumbrances for the prior year commitments.

Attachments: [Bill 16 PO Rollover 2016 to 2017.doc](#)

Mr. Julio Guridy stated that it was forwarded favorably, 3 - 0. It is encumbrances for 2016 to 2017 for a number of accounts and projects.

Mr. Ray O'Connell asked if there were any comments from my colleagues or the public.

Yes: 6 - Ray O'Connell, Julio Guridy, Daryl Hendricks, Cynthia Mota, Candida Affa, and David McGuire

Absent: 1 - Roger MacLean

[15-1451](#)

Bill 18 Budget and Finance, Recommended Favorably with an amendment:

Add in the three sections authorize a supplemental appropriation from the CASH RESERVE TO THE unappropriated balance

Amending the 2016 Risk Fund Budget by transferring \$ 1,068,793 from the unappropriated balance of the 2016 General Fund to cover the remaining cost for Employee Health Benefits

Attachments: [Bill 18 Risk Management Transfer](#)

Mr. Julio Guridy stated that it is to pay the employee health benefits. It is from the Risk Fund from the General Fund.

Mr. Ray O'Connell asked if there were any comments or the public.

Yes: 7 - Ray O'Connell, Julio Guridy, Daryl Hendricks, Cynthia Mota, Candida Affa, Roger MacLean, and David McGuire

[15-1470](#)

Bill 19 Budet and Finance, Recommended Favorably

Amending the 2017 Grant Fund Budget to provide for a supplemental appropriation of Five Hundred Thousand (\$500,000) Dollars from the Pennsylvania Department of Education to the City of Allentown as a pass through grant to the Allentown Public Library to provide funding to renovate the Library's HVAC system.

Attachments: [Bill 19 Library DOE Grant](#)
[DOE Award Notification 3152017.pdf](#)

Mr. Julio Guridy stated that it passed unanimously, 3 - 0 for the pass through grant from the Department of Education for a new HVAC System.

Mr. Ray O'Connell asked if there were any comments from my colleagues or comments from the public.

Yes: 7 - Ray O'Connell, Julio Guridy, Daryl Hendricks, Cynthia Mota, Candida Affa, Roger MacLean, and David McGuire

[15-1529](#)

Bill 28

Amending the 2017 General Fund Budget in the amount of Ten Thousand (\$10,000) Dollars to properly budget for the credit cards fees for processing ticket sales for Lights in the Parkway.

Attachments: [Bill 28 LIP Credit Card Sales](#)

Ms. Cynthia Mota stated that it was passed favorably, 3 - 0.

Mr. Ray O'Connell asked if there were any comments from my colleagues or comments from the public.

Yes: 6 - Ray O'Connell, Julio Guridy, Daryl Hendricks, Cynthia Mota, Candida Affa, and David McGuire

Absent: 1 - Roger MacLean

[15-1565](#)

Bill 29 To be Introduced and Voted On
Amending the 2017 General Fund Budget and the 2017 Liquid Fuels Budget by appropriating funds from the unappropriated balance of the General Fund and the Liquid Fuels Fund to cover the cost for hiring of contractors to assist with the March 14, 2017 snow storm for a total cost of One Hundred Ninety-Three Thousand Two Hundred One Dollars and Eighty-Five Cents (\$193,201.85).

Attachments: [Bill 29 Snow Expenses](#)

Mr. Ray O'Connell stated that it is pretty much self explanatory.

Mr. Brent Hartzell stated that it is and if you want to go into details on why it came up to that cost, Mr. Messinger can come to the table. You may recall the storm that we had back in January 2016 which we had 33 inches that fell on the city caused a very sizeable amount of expenditures being made at that point. We requested reimbursement from FEMA and PEMA and we have received \$311,000 back and expecting another \$110,000 to come back. We replenished what we took from the liquid fuels fund and replenishing the General Fund with the remainder. Unfortunately, a 14 inch snowstorm is not quite big enough to qualify for FEMA and PEMA so we are on the hook and have to pay for the expenditures.

Mr. Ray O'Connell thanked Mr. Hartzell. He stated that there were counties that were reimbursed because they had a higher snow amount. What was the cap?

Mr. Craig Messinger stated that they will never tell you what that is. They will go on with the funds they feel that they are going to appropriate at that time and the amount of the areas that are putting in for funding. We were forecasted at many different times to 28 - 30 inches of snow.

Mr. Ray O'Connell asked if there were any comments from his colleagues or any comments from the public.

Mr. Glenn Hunsicker asked if the city received money from 2016.

Mr. Ray O'Connell stated yes, we did. I think we got \$561,000.

Mr. Brent Hartzell stated that the total amount the city will get is about \$425,000.

Mr. Tom Hahn stated that the question comes up on the Liquid Fuels. Has any money been borrowed from that. Are we stable and how are doing

with the funds?

Mr. Ray O'Connell stated that it is irrelevant to the Bill. The money is there.

Mr. Brent Hartzell stated that the money is there and we received the largest infusion from the Commonwealth this year into the fund. When the reimbursement from the snowstorm from 2016 came back, the first thing we did was make the Liquid Fuels Fund whole before we added anything to the General Fund.

Mr. Ray O'Connell asked if there were any comments from the public.

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Yes: 7 - Ray O'Connell, Julio Guridy, Daryl Hendricks, Cynthia Mota, Candida Affa, Roger MacLean, and David McGuire

RESOLUTIONS FOR FINAL PASSAGE (To be Voted On): None

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

[15-1577](#)

Bill 30

Amending the 2017 General Fund Budget to provide for a supplemental appropriation of Six Hundred Seventy-Five (\$675) Dollars from the Allentown School District to the City of Allentown for reimbursement of premium pay costs for teaching CPR classes to the School District Security Staff.

Attachments: [Bill 30 EMS CPR Reimbursement](#)

Mr. Ray O'Connell asked if there were any comments from my colleagues or any comments from the public about Bill 30.

REFERRED TO PUBLIC SAFETY

[15-1588](#)

Bill 31

Providing for the vacation of a portion of East Nevo Street from the centerline of North Plymouth Street to the centerline of North Nelson Street, located in the Fifteenth Ward of the City of Allentown. The vacation was recommended by the City Planning Commission. The LVPC found the request consistent with regional transportation improvement plans and offered no additional comments.

Attachments: [Bill 31 East Nevo Street from the centerline of North Plymouth Street - Street Vacation](#)
[Letter from Mike Hanlon regarding Street Vacation - E. Nevo Street from N Plymouth Street to N. Nelson Street](#)
[E Nevo Street from Plymouth Street to N. Nelson - Street Vacation Staff Report](#)
[Letter from Steve Neratko, Planning regarding Street Vacation - N. Nevo Street from N. Plymouth Street to N. Nelson Street](#)
[Letter from Steve Neratko regarding the Vacation of N. Nevo Street from N. Plymouth St. to N. Nelson Street 2-14-17](#)
[Letter from Lehigh Valley Planning Commission - Street Vacation Request \(East Nevo Street\)](#)
[N. Nevo Street - Street Vacation Labels](#)
[MC 4946307 - East Nevo Street](#)

Mr. Ray O'Connell asked if there were any comments from my colleagues or any comments from the public about Bill 31.

REFERRED TO PUBLIC WORKS

15-1589

Bill 32

Providing for the vacation of a portion of South Jute Street from the centerline of Montgomery Street to the centerline of Cooke Street, located in the Nineteenth Ward of the City of Allentown. The vacation was recommended by the City Planning Commission conditioned upon the existing natural buffer of trees remaining. The LVPC found the request consistent with regional transportation improvement plans and offered no additional comments.

Attachments: [Bill 32 South Jute Street from Montgomery Street to Cooke Street - Street Vacation](#)
[Letter from Lehigh Valley Planning Commission regarding South Jute Street - Street Vacation](#)
[Letter from Steve Neratko regarding the Vacation of a portion of South Jute Street from Montgomery Street to Cook Street](#)
[Engineering Report - Jute](#)
[Letter from Mike Hanlon regarding Street Vacation South Jute Street from West Montgomery Street Cook Street](#)
[South Jute Street from Montgomery Street to Cooke Street - Street Vacation Staff Report](#)
[South Jute Street from Montgomery Street to Cooke Street Pictures 1 of 3](#)
[South Jute Street from Montgomery Street to Cooke Street Pictures 2 of 3](#)
[South Jute Street from Montgomery Street to Cooke Street Pictures 3 of 3](#)
[S. Jute Street - Street Vacation Labels](#)
[MC 4946317 - South Jute Street](#)

Mr. Ray O'Connell asked if there were any comments from my colleagues

or any comments from the public on Bill 32.

REFERRED TO PUBLIC WORKS

[15-1587](#)

Bill 33 Parks and Recreation, this evening.

Amending the 2017 Capital Fund Budget to provide for a supplemental appropriation of One Hundred Fifty Thousand (\$150,000) Dollars as a result of a grant from the Pennsylvania Department of Conservation and Natural Resources for the for payment of professional services to design, complete construction documents, provide bid assistance and build a portion of the Allentown section of the Jordan Creek Greenway Trail that will ultimately run from Turner St. to Jordan Park and MacArthur Rd.

Attachments: [Bill 33 JORDAN CREEK GREENWAY TRAIL DCNR GRANT.docx](#)

Mr. Ray O'Connell asked if there were any comments from my colleagues or any comments from the public on Bill 33.

Mr. Kenneth Laudenslager, 721 W. Cumberland Street, asked why are we stopping at Turner Street. Why can't we just continue the trail plan down to Union Street instead of stopping at Turner.

Ms. Lindsay Taylor stated that the Grant Application that was submitted for this was for the section. While the desire in the future is to make that leg, this grant, this application was submitted back in 2012 was for Turner Street between MacArthur Road.

Mr. Ray O'Connell stated that it is a possibility that it will be a grant down the road that would extend it.

Ms. Lindsay Taylor stated yes.

Mr. Ray O'Connell asked if there were any other comments on Bill 33.

REFERRED TO PARKS AND RECREATION

[15-1586](#)

Bill 34 Community and Economic Development, this evening.

Amending the 2017 General Fund Budget to provide for a supplemental appropriation of Twelve Thousand (\$12,000) Dollars as a result of a grant from the Pennsylvania Historical and Museum Commission (PHMC) to fund a Historical Preservation Specialist Consultant to assist the City's Historic Architectural Review Board (HARB). The grant requires a 5//50 match.

Attachments: [Bill 34 PHMC HARB Grant.docx](#)

Mr. Ray O'Connell stated a 50/50 match. He asked if there were any comments from my colleagues or the public on Bill 34.

REFERRED TO COMMUNITY AND ECONOMIC DEVELOPMENT

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

None

NEW BUSINESS: NONE

GOOD AND WELFARE: NONE

ADJOURNED: 7:47 PM