



# Allentown

435 Hamilton Street  
Allentown, Pa. 18101

## Minutes - Final

### City Council

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Wednesday, October 16, 2019

7:00 PM

Council Chambers

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**Invocation: Councilperson Zucal**

**Pledge to the Flag**

**Roll Call**

**Present:** 7 - Candida Affa, Roger MacLean, Courtney Robinson, Cynthia Mota, Daryl Hendricks, Julio Guridy, and Ed Zucal

**Courtesy of the Floor**

**Courtesy and Privilege of the Floor Rules**

**Approval of Minutes:**

[15-3199](#) October 2, 2019 City Council Contract Approval Meeting Minutes

**Attachments:** [October 2, 2019 City Council Contract Approval Meeting Minutes](#)

**Yes:** 7 - Candida Affa, Roger MacLean, Courtney Robinson, Cynthia Mota, Daryl Hendricks, Julio Guridy, and Ed Zucal

[15-3215](#) October 2, 2019 City Council Meeting Minutes

**Attachments:** [October 2, 2019 City Council Meeting Minutes](#)

**Yes:** 7 - Candida Affa, Roger MacLean, Courtney Robinson, Cynthia Mota, Daryl Hendricks, Julio Guridy, and Ed Zucal

**Old Business: NONE**

**Communications: NONE**

**REPORTS FROM COMMITTEES:**

**Budget and Finance: Chair Guridy, Hendricks, Mota**

The Committee has not met since the last meeting - the next meeting is scheduled for October 23 at 5:30 PM - we plan on taking another look at the single audit report at that meeting.

**Community and Economic Development: Chair Robinson, Guridy, Affa**

The Committee has not met since the last meeting; the next meeting is scheduled for October 23rd at 6:30 PM following the Budget and Finance meeting and on November 6 prior to the council meeting to look at a resolution supporting an infrastructure bank,

**Human Resources, Administration and Appointments: Chair Affa, Zucal, Mota**

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

**Parks and Recreation: Chair Mota, Robinson, MacLean**

The Committee has not met since the last meeting; the next meeting is not scheduled.

**Public Safety: Chair Hendricks, Affa, Zucal**

The Committee met this evening; the next meeting is not yet scheduled

**Public Works: Chair Zucal, Hendricks, Robinson**

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

**Rules, Chambers, Intergovernmental Relations and Strategy: Chair MacLean, Affa, Guridy**

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

**Controllers Report**

Mr. Jeff Glazier stated that he has one report this evening. It is the Accounts Payable Weekly Check Review from the 1st of September to the 27th of September. During that time period, they reviewed 316 for a little over \$11 million. They reviewed 24 wires for approximately \$2.3 million. There were a number of findings: untimely wire posting to Eden from September 1 and September 27, they reviewed 19 wire requests. Seven of those wires totaling \$761,000 were posted in Eden in September 2019, but the invoices were from June to August 2019. Those invoices were for employee benefits. Three wires totaling \$24,789 were for July through September 19, 2019 invoices that remained unposted as September 27, 2019. There was one wire totaling \$89,931. There was an invoice for a credit of \$72,000 that was entered

into Eden under the invoice Queue circumventing the Controller's review of the wire. An invoice for a credit of \$67,890 was reviewed and approved by the Controller's office in July, but not posted until September. Two invoices totaling \$6,800 were reviewed and approved by the Controller's office in July and August, but not posted until September. The department was advised and they will take precautions to process invoices on a timely basis under the correct queue. The Controller's department in a bid to be paperless pretty much relies on Eden these days so it is important that all invoices are attached. Occasionally, we find invoices that are not attached. There were 13 in the last month of invoices where they were not attached to Eden. The bureaus were advised on the issues and the invoices were scanned into Eden and the checks were released. Two invoices were charged to the incorrect expense accounts. Journal entries were completed to the correct expense accounts. There were 10 invoices that were paid late.

Mr. Julio Guridy asked about the invoices not being attached and if it was discussed and will be resolved.

Mr. Jeff Glazier stated that it is a work in progress. He is finding that compliance is improving over time. If there is an issue going forward, it will be minor.

Mr. Brent Hartzell stated that he is nearing that part of the year in which he looks at most of the invoices that come in through Eden which are voluminous in the fourth quarter of the year. He is trying not to go through as many of them in the previous years. Whenever an invoice comes across in Eden for his review, if he doesn't see an attachment verifying it was electronically filed, he will hold it up until it comes up there. They are trying to make that the standard going forward.

Mr. Julio Guridy stated that it is good to keep it electronically.

#### **Administration Report**

None

#### **Budget Schedule - V2:**

**Wednesday, October 30**

**Budget delivered to Council**

**Monday, November 4**

**5:30 PM Mayor's Budget Presentation**

**Introduction of Budget Bills to be referred to respective special meetings**

**Revenue and Expenditure Estimates, Finance, Debt Service Fund - Equipment and Capital Projects Fund if applicable.**

**Wednesday, November 6**

**5:00 Human Resources, Risk Management and Non-Departmental: Mayor, General and Civic, Managing Director, Information Systems, Controller, Solicitor's Office, Council.**

**7:00 PM Council Meeting**

**Monday, November 11 - Veterans Day****Wednesday, November 13**

**5:30 Public Safety: Fire, Police, EMS Communications Center - Equipment and Capital Projects Fund.**

**Monday, November 18**

**5:00 PM Parks and Recreation**

**6:00 PM Community and Economic Development - Equipment and Capital Projects Fund.**

**Wednesday, November 20 Council Meeting**

**5:30 PM Public Works, Solid Waste, Liquid Fuels, Stormwater Management Fund, Administrative Order Fund - Equipment and Capital Projects Fund.**

**Monday, November 25 -  
Open**

**Thursday, November 28 - Turkey Day****Monday, December 2**

**6:00 PM Open**

**Wednesday, December 4 Regularly Scheduled Council Meeting**

**6:00 PM Open for Budget Meeting**

**7:00 PM Adoption of Budgets**

**APPOINTMENTS:**

[15-3193](#)

Alejandra Nicole Soler, Environmental Advisory Council (EAC),  
01/02/2021

**Attachments:** [Alejandra Nicole Soler](#)

[Resolution #29866](#)

Ms. Candida Affa asked if there were any comments from her colleagues or the public.

Ms. Alejandra Nicole Soler stated that she is excited to serve and to get to know them better. She asked if Council has any questions.

Mr. Julio Guridy stated that he doesn't. Thank you for serving.

**Yes:** 7 - Candida Affa, Roger MacLean, Courtney Robinson, Cynthia Mota, Daryl Hendricks, Julio Guridy, and Ed Zucal

Enactment No: 29866

[15-3208](#) Connie Santos, Human Relations Commission, 01/01/2021

**Attachments:** [Connie Santos](#)  
[Resolution #29867](#)

Ms. Candida Affa asked if there were any comments from her colleagues.

Ms. Cynthia Mota stated that she has known Ms. Santos for quite sometime. She is a wonderful person and does a lot for the community. She is a great grandmother and a great mother. She will be great because she is extremely knowledgeable about the community and that's what we need and will be a great asset to the Human Relations Commission.

Ms. Candida Affa asked if there were any comments from the public.

Ms. Connie Santos thanked everyone for their confidence. She stated that she is happy to be here and be appointed. It is something that she wanted to do for a long time. She stated that she is a 10 year resident of the City of Allentown. She stated that she works in the city for 26 years with the Department of Welfare. She stated that she believes in Allentown and sees it as a progressive city. It is a growing city and growing in diversity. When we grow in diversity we need people that will preserve that diversity. She stated that she hopes she can do that for them.

**Yes:** 7 - Candida Affa, Roger MacLean, Courtney Robinson, Cynthia Mota, Daryl Hendricks, Julio Guridy, and Ed Zucal

Enactment No: 29867

[15-3220](#) Hamp R. Smith, Human Relations Commission, 10/25/2022

**Attachments:** [Hamp Smith](#)  
[Resolution #29868](#)

Ms. Candida Affa asked if there were any comments from her colleagues.

Mr. Daryl Hendricks stated that Hamp Smith was a schoolmate of his a while ago. He is a lifelong resident in the City of Allentown and a dedicated resident. He serves on many boards. He serves on the

Recreation Board. He stated to Mr. Smith that Council appreciates his service and thanked him for stepping up and being willing to be on the Human Relations Commission.

Mr. Julio Guridy stated that Mr. Smith is a wonderful man and he sees him in the community doing something good. It is a pleasure having him on the Commission.

Ms. Cynthia Mota stated that she has known Mr. Smith for quite some time and he is always positive. He will be a great asset to the Human Relations Commission. He is a great person to work with and a great advocate, especially for recreation.

Ms. Candida Affa asked if there were any comments from the public.

Mr. Hamp Smith thanked Council for the reappointment. It has been a little challenging for him not knowing what needs to be done in that position. He stated that the Commission attended a conference on Friday and it has been a great asset.

Ms. Candida Affa congratulated Mr. Smith.

**Yes:** 7 - Candida Affa, Roger MacLean, Courtney Robinson, Cynthia Mota, Daryl Hendricks, Julio Guridy, and Ed Zucal

Enactment No: 29868

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

[15-3175](#)

Bill 60 Public Safety, this evening  
Amending the 2019 General Fund budget by deleting one (1) Patrolman position (2P) in the Police Department and creating one (1) Sergeant position (5P) as required by the Body Worn Camera Grant and transfer funds within the Bureau for the additional salary that will be needed until the end of 2019.

**Attachments:** [Bill 60 Digital Evidence Sgt.](#)  
[Ordinance #15567](#)

Mr. Daryl Hendricks stated that it was in the Public Safety Committee and voted 3 - 0 favorably to Council to vote.

Mr. Roger MacLean asked if there were any other comments from Council or the public.

**Yes:** 7 - Candida Affa, Roger MacLean, Courtney Robinson, Cynthia Mota, Daryl Hendricks, Julio Guridy, and Ed Zucal

Enactment No: 15567

[15-3176](#)

Bill 62 Public Safety, this evening  
Amending the 2019 General Fund Budget to provide for a supplemental appropriation of Forty-Eight Thousand Seven Hundred Nine Dollars and Sixty-Five Cents (\$48,709.65) from the Municipal Police Officers' Education and Training Commission (MPOETC) to be used at the Allentown Police Academy for training and operating expenses related to Act 120 classes.

**Attachments:** [Bill 62 Police Training](#)  
[Ordinance #15568](#)

Mr. Daryl Hendricks stated that it was before the Public Safety Committee and voted favorably 3 - 0 to the full Council. He asked if there were any comments from Council or the public.

**Yes:** 7 - Candida Affa, Roger MacLean, Courtney Robinson, Cynthia Mota, Daryl Hendricks, Julio Guridy, and Ed Zucal

Enactment No: 15568

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

[15-3190](#)

R77 CEDC, this evening  
Transfers One Hundred Thousand (\$100,000) Dollars for an RFP to contract with a Public Art and Activation Project Management Team to support the mission of the Arts Commission

**Attachments:** [R77](#)  
[Public Art and Activation Project Management](#)  
[Resolution #29869](#)

Mr. Courtney Robinson stated that they had an excellent presentation from Mr. Diaz and Ms. Heft. There are several members of the Arts Commission here to show their support. This is an excellent program moving forward. It is something beneficially to the city and he is glad they had the conversation with the committee so they could have a full presentation on exactly what the administration and the Arts Commission is looking to do with this \$100,000 that they are setting aside. This was forwarded favorably 3 - 0.

Mr. Julio Guridy seconded everything Mr. Robinson said.

Mr. Roger MacLean asked if there were any other comments from Council or the public.

**Yes:** 7 - Candida Affa, Roger MacLean, Courtney Robinson, Cynthia Mota, Daryl Hendricks, Julio Guridy, and Ed Zucal

Enactment No: 29869

[15-3197](#)

R82

Assistant City Solicitor - Adam S. Rosenthal

**Attachments:** [R82 - Assistant City Solicitor Appointment](#)[Adam S. Rosenthal's Resume](#)[Resolution #29870](#)

Mr. Roger MacLean asked if there were any comments from Council.

Mr. Julio Guridy stated that he is sorry he did not meet Mr. Rosenthal. He stated that he was stuck in traffic. He stated that he read his resume and it is a very good resume. He stated that he is going to vote for him and hopes that the rest of the Council vote for him.

Mr. Roger MacLean asked if there were any comments from the public.

Mr. Adam Rosenthal thanked Council for the opportunity to work with the city. He asked if there were any questions.

Mr. Matthew Kloiber thanked Council and stated that Mr. Rosenthal will be a wonderful asset to the city and the department. He appreciates the Mayor and Council for going forward with him and Council for approving him.

Mr. Roger MacLean appreciated Mr. Kloiber's recommendation. He stated that meant a lot.

**Yes:** 7 - Candida Affa, Roger MacLean, Courtney Robinson, Cynthia Mota, Daryl Hendricks, Julio Guridy, and Ed Zucal

Enactment No: 29870

[15-3212](#)

R83

Approves \$18,000 transfer in Human Resources Budget for Labor and Economic Analytics Services from the Kapoor Company for Professional Services related to Labor Negotiations and Possible Arbitration

**Attachments:** [R83 Approves Transfer](#)[Transfer Request](#)

Mr. Roger MacLean asked where is the \$18,000 coming from.

Ms. Meloney Sallie - Dosunmu stated that it is coming from the training account. They have a little bit of surplus. Some of the training Human Resources needed to do, was delayed. She stated that they have money to do it.

Mr. Courtney Robinson stated that he wants to do a motion to send to committee. This requires a little bit more deliberation and discussion. He



stated that he spoke to the Mayor earlier about this and he was okay earlier.

Mayor Ray O'Connell stated that he is okay with that.

Mr. Courtney Robinson asked is it for analytics for contracts.

Ms. Meloney Sallie - Dosunmu stated that there are two contracts that are coming due next year.

Mr. Courtney Robinson stated that will be the Fire Contract and the SEIU Contract. In the last 19 months, has the city either internally through staff or externally through a vendor before done this type of analytics for union negotiations.

Ms. Meloney Sallie-Dosunmu stated that yes, they have. They are using a vendor that they used in the past for the same thing.

Mr. Courtney Robinson asked if it was for all three contracts or Police.

Ms. Meloney Sallie-Dosunmu stated that she is not sure what it was used for, but it was the same vendor.

Mr. Courtney Robinson asked how is this going to be different from the work that Novak is going to be providing since they are looking at all our finances, our management practices and union contracts and everything else. We are already paying \$130,000 to them between the state money and ourselves. He wants to make sure that the city won't be doubling up and spending \$18,000 on something that might already have.

Ms. Meloney Sallie-Dosunmu stated that she will be ready to answer that at the meeting. She stated that she knows the answer, but will answer it in committee.

#### REFERRED TO HUMAN RESOURCES, ADMINISTRATION, AND APPOINTMENTS

**Courtney Robinson, made a motion, seconded by Daryl Hendricks to refer this Resolution to the Human Resources, Administration, and Appointments Committee**

[15-3213](#)

R84

Certificates of Appropriateness for work in the Historic Districts:  
339 N 8th St.

**Attachments:** [R84 October 2019 HARB Cases](#)  
[339 N 8th Street Final Review](#)  
[Resolution #29871](#)

Mr. Roger MacLean asked if there were any comments from his colleagues or the public. He asked Mr. Lightner if he is okay with it.

**Yes:** 7 - Candida Affa, Roger MacLean, Courtney Robinson, Cynthia Mota, Daryl Hendricks, Julio Guridy, and Ed Zucal

Enactment No: 29871

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

### **15-3203**

#### **Bill 63**

Amending Article 130, Financial Procedures, by requiring program descriptions, objectives and performance measure; requiring the 5 year plan to be submitted with the budget; requiring all fee and tax increases to be submitted with respective fund budget ordinances; specifying that a 5% readjustment applies to the total funding proposed for the total general fund as well as each enterprise fund (A program refers to a plan of action aimed at accomplishing a clear objective, with details on what work is to be done, by more than three individuals, and with what materials and supplies. Examples of programs include items like the city's rental inspection program, lead abatement program, etc; specifies that budget memos will become part of the default budget if the change is a result of a mistake or omission in budget preparation provided the memo is provided to council and the public at least one week prior to the adoption of the budget. A budget memo may not make any major changes in the budget and become part of the default budget. Major changes include changes in position, pay, programs, fees and the like but it may include an omission that was missed or a legal obligation; specifies that the capital feasibility study – understood as a five year plan must be submitted to council no later than the second meeting in September and approved by the first meeting in October, the first year becoming the capital budget ordinance to be submitted with the budget.

**Attachments:** [Bill 63 Budget Process](#)

Mr. Roger MacLean asked if there were any comments from his colleagues or the public.

## **REFERRED TO BUDGET AND FINANCE COMMITTEE**

### **15-3209**

#### **Bill 64**

Amending the 2019 General Fund budget by reducing Temporary Wages in the Bureau of Special Events and create a Full-time position of Marketing and Special Events Coordinator (11N – salary range from

\$51,351 to \$72,889) to assist with meeting the demands of special events within the City.

**Attachments:** [Bill 64 Marketing and Special Events Position](#)  
[Marketing Special Event Coord Job Desc](#)

Mr. Roger MacLean asked if there were any comments from his colleagues or the public.

Ms. Cynthia Mota asked about the range.

Mr. Courtney Robinson stated that it will be discussed in committee.

Ms. Sherry Billington, Chew Street, asked about the temporary wages and how much temporary wages are being spent. Is it cost effective? Will it wipe out all the temporary wages by hiring the person in that position?

Mr. Roger MacLean stated that is an answer they don't have tonight. It will go to committee.

#### REFERRED TO COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

#### [15-3211](#)

Bill 65 CEDC, forwarded favorably  
Amending the 2019 General Fund budget by eliminating the position of Building Inspector Assistant Supervisor (12N) at an annual salary of \$68,068 (Sixty-Eight Thousand Sixty-Eight) Dollars and creating an Historical Preservation Planning Officer (13N) at an annual salary of \$68,120 (Sixty-Eight Thousand One Hundred Twenty) Dollars to govern the City's Historic Preservation Ordinance.

**Attachments:** [Bill 65 Historical Preservation Planning Officer](#)  
[Job Description](#)

Mr. Roger MacLean asked if there were any comments from his colleagues or the public.

Mr. Courtney Robinson thanked Mr. Lightner and stated that it is something that the city needed in a long time. This is long overdue and thank you for prioritizing it.

Mr. Julio Guridy asked if that means you don't need an Assistant Supervisor for Building Inspectors.

Mr. Leonard Lightner stated that is correct.

Mr. Roger MacLean stated that he guess that the city needs an Historic

Preservation Manager in the Planning Office more than we needed that. He asked if there were any comments from the public.

REFERRED TO COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

[15-3222](#)

Bill 66

Establishing Article 180B, Council of Youth, to advise the Mayor and Council on issues impacting youth.

**Attachments:** [Bill 66 COY](#)

Mr. Roger MacLean asked if there were any comments from his colleagues or the public.

REFERRED TO COUNCIL OF YOUTH COMMITTEE

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

[15-3210](#)

R86 CEDC, forwarded favorably  
Property to Be Acquired by Eminent Domain by the Redevelopment Authority of the City of Allentown

**Attachments:** [R86 BLIGHTED PROPERTIES](#)

[City Council Meeting 10-16-2019](#)

[City Council Meeting 10-16-2019](#)

Mr. Roger MacLean asked if there were any comments from his colleagues or the public.

Mr. Courtney Robinson stated that it will go to the Hearing on the 23rd and not the 16th. It is for a longer Hearing. When the group that came in support of the Infrastructure Bank to make it easier for them since they are traveling from Philadelphia, Washington and other areas. He stated that he will hold the Hearing the same night of the Council meeting just for that Resolution. The Redevelopment Resolution is going to be dealt with at the October 23rd meeting.

REFERRED TO COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

[15-3214](#)

R87 CEDC, this evening

Allentown City Council hereby requests Congress introduce and pass the appropriate legislation to create a National Infrastructure Bank.

**Attachments:** [R87 Supports a National Infrastructure Bank](#)  
[Coalition for a National Infrastructure Bank](#)  
[National Infrastructure Bank Information](#)  
[Resolutions - Adopted - 2019 - R19-056- Resolution for The Trenton City Council on National Bank for Infrastructure](#)

Mr. Courtney Robinson stated that will be handled on the 6th.

Mr. Roger MacLean asked if there were any comments from his colleagues or the public.

REFERRED TO COMMUNITY AND ECONOMIC DEVELOPMENT  
COMMITTEE

## **NEW BUSINESS**

### **GOOD AND WELFARE**

**Mr. Courtney Robinson invited his colleagues to take a trip to the Customer Care Center by Queen City Airport or to Macungie at the Mack Truck to visit the striking workers. They are doing an excellent job. There will be a rally on Sunday.**

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**ADJOURNED: 8:58 PM**