



# Allentown

435 Hamilton Street  
Allentown, Pa. 18101

## Minutes - Final

### City Council

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Wednesday, May 1, 2024

6:30 PM

Council Chambers

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#### Invocation:

#### Pledge to the Flag

#### Roll Call

**Present:** 7 - Cynthia Mota, Daryl Hendricks, Ed Zucal, Natalie Santos, Ce-Ce Gerlach, Candida Affa, and Santo Napoli

#### Courtesy of the Floor

#### Courtesy and Privilege of the Floor Rules

Mr. Welsh stated that he wants to briefly alert them to an event that they are putting on at the Executive Education building at 555 Union Boulevard on behalf of the Lehigh Valley Justice Institute and also the United States Attorney's office. They are doing a re-entry simulation which allows participants to get an idea on a very emotional level what it is like going through the process of leaving the jail and coming back into our community. It walks you through the first four weeks of re-entering the community and all the tasks you have to accomplish. He stated that if Council goes to their website [www.lvji.org](http://www.lvji.org) and click on re-entry simulation, you can see a description of one that you put on last year at Northampton Community College. This one is going to be on Tuesday, May 14th from one until 4:00 in the afternoon. As they say, they are doing it in conjunction with the United States Attorney's office. It is a national department of justice simulation that they will be using. He invited all Councilmembers, the administration and any interested members of the public to attend. He stated that he will send to Council tomorrow a flyer on it with a QR Code to register to participate if you are interested. He stated by the way, relative to our previous conversation, the Executive Education Building has a gigantic free parking lot in the back of it. Parking will not be an issue.

Mr. James Spang thanked Council for doing the job they do. You take a lot of abuse and most of it is not your fault. He stated that he is going to be a little different. He represents the Riverfront Civic Association and he rise to support the parking fine increases. The reason that he says this is because obviously the cost of the operation goes up every year. The Parking Authority has been villainized over the last two years, the enforcement staff has been ridiculed and a lot of times, it is not their fault.

Is there a training curb, in any job there is a training curb when you hire new people, but the bottom-line is that a lot of their people try to do a good job in the community. One agent spoke to him and he was writing tickets for expired inspections stickers and it was like three weeks overdue and he was writing them and he asked the agent what is going on and he found a phony one, an actual phony inspection sticker. He summons it and loaded it up for a tow job during the week and said to him, realize that they are not inspected, but realize the second shoe, they probably don't have insurance either. Now, it becomes a hazard to him and everybody else. He understands what the Parking Authority is trying to do. He pays a parking fee in his neighborhood to use one of their lots. He does that because he has a pretty crazy schedule and he wants the luxury of having a space. He would love to see the Parking Authority raise more money and put more neighborhood lots in. Ridge and Gordon, Ridge and Gordon, and Ridge and Gordon. He stated that they are waiting for the Parking Authority's proposal. They have a five story apartment building on the corner that could use off-street parking. It would bring up the value of that building and relieve a little tension in the neighborhood for parking. He stated that he does support them and even with the Safe Streets Initiative, the one thing that he didn't hear, it is nice to rebuild the roadways. The only way to stop illegal activity is to write tickets. Anybody that graduated from high school in Allentown learned Pavlov's Theory of Conditioned Response. If you get a ticket, you don't park there anymore. If you get a citation for driving 80 miles per hour down on Hanover Avenue, you don't drive 80 miles per hour. He stated that we just had a car going 107 miles on Lehigh Street in the middle of the night. He stated thank God he only killed himself. Could you imagine the same car, doing the same thing at 1:00 in the afternoon with all those salesmen and people walking around the lot in that tent. Think about it. It's enforcement. You got a Resolution to have the state using a cell phone while driving a motor vehicle offense. Do the same thing in Allentown.

Ms. Cynthia Mota reminded the public during Courtesy of the Floor, it has to be non Agenda items.

## Contract Approvals

[15-6864](#)

R75

Authorization for Contract with AG Stellar Co. Inc. (d/b/a Stellar Construction Co.) revenue generating contract for the sum of \$25,000.00 per contract year. It is the intent of this invitation to secure a qualified Contractor to perform emergency board up services for commercial and residential properties in and for the City of Allentown.

**Sponsors:** Administration

**Attachments:** [R75- AG Stellar](#)  
[Resolution #30840](#)

Ms. Sarrah McNeil stated that this was done as Bid #2024 - 17 and it was advertised on March 15, 2024. The public opening was held on April 15, 2024. The city received one bid and after the department reviewed the proposal, they are recommending an award to AG Stellar Co, Inc. This is a revenue generating contract.

Ms. Cynthia Mota thanked Ms. McNeil and asked if there were any comments from the dais or the public.

**Yes:** 7 - Cynthia Mota, Daryl Hendricks, Ed Zucal, Natalie Santos, Ce-Ce Gerlach, Candida Affa, and Santo Napoli

Enactment No: 30840

[15-6865](#)

R76

Authorization for Contract with Michael Baker International, Inc. for an estimated yearly sum of \$100,000.00 to provide technical assistance and assist the City with compliance with its HUD Entitlement Programs and other grant programs as needed. Specific compliance reports and activities include but are not limited to the Five-Year Community and Development Block Grant Consolidated Plan, Annual Action Plans, Consolidated Annual Performance and Evaluation Report, Analysis of Impediments to further Fair Housing and Environmental Reviews. Proposals must meet all federal regulations and provide a strategically coordinated approach to revitalize neighborhoods and improve the City with its various partners. In addition, all proposals must align with projects supported by federal funding, specifically CDBG, ESG, HOME, and HOPWA.

**Sponsors:** Administration

**Attachments:** [R76 - Michael Baker](#)  
[Resolution #30841](#)

Ms. Sarrah McNeil stated that this was done as RFP 2024-08. It was advertised on January 2, 2024. On February 20, 2024, the public opening was held and the city received five proposals. However, one was rejected due to including cost in their Technical Proposal. The evaluation committee comprised of four voting members: the Director of CED, Grants Manager, and Treasury and Accounting Manager. The process was overseen by the Purchasing Department's buyer. The evaluation committee held both Technical and Cost Evaluations. The proposals were evaluated on the ability to meet the RFP requirements and after all evaluations were conducted, the committee decided not to hold oral interviews. The committee made recommendations toward based on the firms qualifications and overall score. The committee is recommending an

award for Michael Baker International Inc.

Ms. Cynthia Mota thanked Ms. McNeil and asked if there were any comments from the dais.

Ms. Ce Ce Gerlach stated that they have all seen this name come up, Michael Baker International, Inc. with other contracts. Has this entity helped with technical assistance for compliance with HUD entitlement programs in the past.

Ms. Vicky Kistler stated that she doesn't think that Michael Baker has helped us with compliance in the past. Michael Baker's consultant team has helped the city's around us and received excellent references from the cities that they contracted with. This is paid for out of the HUD funds. It is not a city expense and it is not a hardcore requirement from HUD, but is a highly suggested requirement from HUD stated that they failed miserably without some high tech assistance when it comes to things like environmental review and those technical issues where they need a broad based team.

Ms. Ce Ce Gerlach stated now she sees when she is looking at their website and they don't seem to be experts in HUD, but environmental construction. She thanked Ms. Kistler.

Ms. Cynthia Mota asked if there were any other comments from the dais or the public.

**Yes:** 7 - Cynthia Mota, Daryl Hendricks, Ed Zucal, Natalie Santos, Ce-Ce Gerlach, Candida Affa, and Santo Napoli

Enactment No: 30841

[15-6866](#)

R77

Authorization for Contract with Transconomy, LLC in the amount of \$104,000.00 to conduct a Right-of-Way asset inventory on all 421 centerline miles of roadway throughout the City of Allentown. This RFP is meant to provide a location and condition of all right-of-way roadway signs in the City of Allentown. Additionally, we are requesting separate, optional services for a pavement marking inventory and condition assessment.

**Sponsors:** Administration

**Attachments:** [R77 - Transconomy](#)  
[Resolution #30842](#)

Ms. Sarrah McNeil stated that this was done as RFP 2024-07. It was advertised on March 5, 2024. On April 3, 2024, the public opening was

held and the city received five proposals. The evaluation committee comprised of five voting members: Deputy Director of Public Works, Public Works Administrative Manager, Traffic Superintendent, Financial Analyst, GIS Analyst and two non voting members: the Director of Public Works and Traffic Control Specialist. The process was overseen by the Purchasing Department's buyer and the evaluation committee held both technical and cost evaluations. The proposals were evaluated on the ability to meet the RFP requirements and after all evaluations were conducted, the committee decided not to hold oral interviews. The committee made the recommendation to award based on the firms overall qualifications and score. The committee is recommending the award to Transconomy LLC.

Ms. Cynthia Mota thanked Ms. McNeil and asked if there were any comments from the dais.

Ms. Ce Ce Gerlach stated that she is looking at the other bids that were submitted and they are pretty much double. She asked Ms. McNeil to help explain that. She stated actually tripled.

Ms. Sarrah McNeil stated that RFP's are not based off of cost. Most of the RFP's are heavily weighed on the technical proposals. She was not in these meetings so she doesn't know exactly what all conspired from that. She has to pull the notes. It is her understanding that they are the highest overall qualified firm in overall score. They don't award based on the lowest. It is just whoever is the most qualified and can do the best job.

Ms. Ce Ce Gerlach thanked Ms. McNeil and stated that she just wondered because if there were other things and other projects where the company will come back with a Change Order because they realized it is going to cost more than what they originally thought.

Ms. Cynthia Mota asked if there were any other comments from the dais or the public.

**Yes:** 7 - Cynthia Mota, Daryl Hendricks, Ed Zucal, Natalie Santos, Ce-Ce Gerlach, Candida Affa, and Santo Napoli

Enactment No: 30842

## Minutes of Previous Meeting

[15-6862](#)

April 17, 2024 City Council Public Hearing - Liquor License Transfer Meeting Minutes

**Attachments:** [April 17, 2024 City Council Public Hearing - Liquor License Transfer Meeting Minutes](#)

**Yes:** 7 - Cynthia Mota, Daryl Hendricks, Ed Zucal, Natalie Santos, Ce-Ce Gerlach, Candida Affa, and Santo Napoli

[15-6876](#) April 17, 2024 City Council Meeting Minutes

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

**Yes:** 7 - Cynthia Mota, Daryl Hendricks, Ed Zucal, Natalie Santos, Ce-Ce Gerlach, Candida Affa, and Santo Napoli

## Communications

Mr. Ed Zucal stated that basically they went over this the last meeting. An ad was placed in the paper this past Friday, Saturday and Sunday for individuals interested in participating in Council's outside investigation. They have until this Friday to submit those applications.

Ms. Cynthia Mota thanked Mr. Zucal and stated Mr. Napoli.

Mr. Santo Napoli stated that visitor to the City Council Meetings are encouraged to park in the government deck next to City Hall. The Allentown Parking Authority has been providing free chasers for the last year. Please see the City Clerk for a voucher.

**Old Business: None**

**REPORTS**

**Special Meeting:** The next special committee on co-responder models will be meeting on June 5th at 6PM.

**Budget and Finance:** Chair Napoli, Hendricks, Gerlach  
The Committee met April 24th; the next meeting is not yet scheduled.

**Community and Economic Development:** Chair Hendricks, Mota, Napoli  
The committee met on April 24th at 5:45 PM; the next meeting is not yet scheduled.

**Human Resources, Administration and Appointments:** Chair Affa, Napoli, Santos  
The Committee met this evening; the next meeting is scheduled for May 15th at 6:15 PM.

**Parks and Recreation:** Chair Santos, Affa, Gerlach  
The Committee has not met since the last Council meeting, the next meeting is scheduled for May 15th at 5:45 PM.

**Public Safety:** Chair Zucal, Hendricks, Mota  
The committee has not met since the last council meeting; the next meeting is not yet scheduled.

**Public Works:** Chair Gerlach, Affa, Zucal  
The Committee met this evening; the next meeting is not yet scheduled.

**Rules, Chambers, Intergovernmental Relations, and Strategy:** Chair Mota, Napoli, Gerlach  
The committee has not met since the last council meeting, the next meeting is not yet scheduled.

**Controller's Report (3 minutes)**

Mr. Jeffrey Glazier stated that he has a P Card Review for the month of January 2024. The number of cards statements that they reviewed was 72. The number of documents, 576. That is a lot of documents that they discussed with the garage. They do an outrageous amount of invoices every year and that drives both the number of documents that they review in both P Cards and a Weekly Check Review up significantly. The total dollar amount of the P Card transactions was \$235,000. One of the things they have been looking at recently is the aging. In P Cards, you make the charge, it gets paid, and then it gets reviewed. It is important that invoices be inputted and a very timely manner so that things could be entered in Eden and they can be reviewed. As you recall, a couple of months ago, there were a lot of invoices that were out there straggling. He is happy to say things are not perfect,

but they have gotten significantly improved. They had 36 invoices that were over 10 days late. Less than 30 days dropped to 34. 31 to 60, it dropped to two and over 60, there was nothing. They are seeing some improvement. In the garage, which does a tremendous volume, they had an employee leave and he is sure that those guys were working real, real hard to get things done in a timely manner. They hope to hiring somebody to take care of that. There were three invoices where the sales tax was paid. The city is tax exempt. The departments were advised to go seek refunds and they are all in the process of complying. There was one invoice that had a late fee on it. The department was advised, the vendor was contacted, and it turns out that the billing address wasn't correct. That has been corrected and they don't expect to see that problem again. Lastly, there were 10 invoices where the incorrect expense account was used. The department was advised and journal entries were submitted to make everything kosher.

#### Mayor's Report (3 minutes)

Ms. Genesis Ortega stated how does she follow that Jeff. She stated that earlier today they held a presentation for the Allentown Health Bureau's Community Health Needs Assessment. As they all know this was a yearlong project that included various assessments including one of our local health systems and one that included resident input. Long story short, they have identified three areas that they will focus efforts and strategies around. Those three areas are: loneliness and social isolation; safe stable and affordable housing; upward economic mobility. They will also present these finding before Council and in four to five weeks they will have a completed community health improvement plan with a strategy to address those three areas. She stated to stay tuned for updates on that.

Ms. Cynthia Mota stated that she believes that this is the first time that the city has ever done a study like that.

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

[15-6800](#)

Bill 35

Amending the 2024 Capital Fund Budget to provide for a transfer of Fifty-One Thousand One-Hundred Ninety-One Dollars and Twenty-Seven Cents (\$51,191.27) from the Gordon Street Bridge capital account to the Bridge Repairs capital account. This will transfer the unused funds from the completed Gordon Street project to the general Bridge Repairs capital account.

**Sponsors:** Administration

**Attachments:** [Bill 35 Bridge Repairs Transfer](#)

Ms. Cynthia Mota stated that this was in Public Works.

Ms. Ce Ce Gerlach stated that they voted on this, this evening and it was



forwarded favorably to tonight's meeting.

Ms. Cynthia Mota asked if there were any comments from the dais or the public.

**Yes:** 7 - Cynthia Mota, Daryl Hendricks, Ed Zucal, Natalie Santos, Ce-Ce Gerlach, Candida Affa, and Santo Napoli

[15-6801](#)

Bill 36

Amending the 2024 General Fund budget to accommodate the reorganization of positions in the Department of Public Works: upgrade one (1) Engineering Aid 3 (currently M13) to an Associate Engineer 1 at a proposed S12 paygrade; upgrade one (1) Associate Utility Engineer (currently S14) to an Associate Engineer 2 (title change only); and upgrade one (1) Public Works Administrative Manager (currently S14) to a proposed S16 paygrade.

**Sponsors:** Administration

**Attachments:** [Bill 36 Public Works Reorg](#)

Ms. Ce Ce Gerlach stated that this was forwarded favorably to the meeting tonight. There was a vote of 2 - 1.

Mr. Ed Zucal stated that he was going to make a motion to delete the upgrade to the Public Works Administrative Manager. However, upon speaking to Mr. Shahda, he has indicated to him that it will be a \$50,000 increase in Account 26.

Mr. Mark Shahda stated in Engineering Services, Account 46.

Mr. Ed Zucal stated that he is not going to make that motion.

Ms. Cynthia Mota asked if there were any other comments from the dais or any comments from the public.

**Yes:** 7 - Cynthia Mota, Daryl Hendricks, Ed Zucal, Natalie Santos, Ce-Ce Gerlach, Candida Affa, and Santo Napoli

[15-6839](#)

Bill 37

An Ordinance providing for the expenditure of certain monies received by the City of Allentown under Title I of the Housing and Community Development Act of 1976, as amended; The Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009; and Title II of the National Affordable Housing Act of 1990, as amended; for the purpose of undertaking programs of housing and community development within the city.

**Sponsors:** Administration

**Attachments:** [Bill 37 - HUD New Account Setup](#)

Mr. Daryl Hendricks stated that it was forwarded by the committee favorably, 3 - 0.

Ms. Cynthia Mota thanked Mr. Hendricks and asked if there were any comments from the dais or the public.

**Yes:** 7 - Cynthia Mota, Daryl Hendricks, Ed Zucal, Natalie Santos, Ce-Ce Gerlach, Candida Affa, and Santo Napoli

[15-6846](#)

Bill 38

Amending the 2024 ARPA Fund to provide for a transfer of One Million Two Hundred Thousand (\$1,200,000.00) Dollars to the General Fund unappropriated balance as a Revenue Replacement category of the State and Local Fiscal Recovery Funds (SLFRF) award. These funds will be appropriated to a newly created Community Reinvestment program within the General Fund Dept of Community & Economic Development (DCED) Director's Bureau.

**Sponsors:** Administration

**Attachments:** [Bill 38 ARPA Transfer](#)

Mr. Daryl Hendricks stated that this was likewise voted to the full Council with a 3 - 0 vote.

Ms. Cynthia Mota asked if there were any comments from the dais or the public.

**Yes:** 7 - Cynthia Mota, Daryl Hendricks, Ed Zucal, Natalie Santos, Ce-Ce Gerlach, Candida Affa, and Santo Napoli

[15-6847](#)

Bill 39

Amending Article XI, Department of Human Resources, by adding reporting requirements on salary adjustments.

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

**Attachments:** [Bill 39 HR Reporting](#)

Mr. Michael Hanlon stated that Bill 39 was actually tabled at committee earlier this evening.

[15-6848](#)

Bill 40

Fine Increases

**Sponsors:** Hendricks and Napoli

**Attachments:** [Bill 40 Parking Violations](#)  
[Parking Authority Exhibit A 2](#)  
[Attach A Violation Rate Change Proposal](#)  
[Fine Proposal Letter to Council 4-3-2024](#)  
[Fine Comparison Line Chart](#)  
[Violation Comparison](#)  
[Stopping, Standing and Parking \(1\)](#)  
[Allentown Parking study](#)  
[Parking Enforcement Patterns in ABE 1.9.24](#)

Ms. Cynthia Mota asked if there were any comments from the dais.

Mr. Ed Zucal stated that he would like to make a motion to table this.

Ms. Cynthia Mota asked Mr. Zucal to give an explanation as to why they are tabling it.

Ms. Ce Ce Gerlach withdrew her second.

Mr. Ed Zucal stated for two reasons, earlier during the committee meeting he asked what the administration's position was on this and it was no comment made available. Since that committee meeting, he has been advised through Councilmembers and the Clerk that there was a study done, however, and Council has not gotten a copy of it and it is going to be forwarded to them tomorrow. Well, tonight is the vote so that's a problem. He stated that they don't know what the study says. It could be good, bad or in between. he stated that is the reason for his motion.

Ms. Cynthia Mota thanked Mr. Zucal.

Ms. Ce Ce Gerlach stated that reason why she gave that a second that has been withdrawn so they can discuss is for that reason as well as tonight she thinks it's been acknowledged that they need other studies done as well when it comes to parking meters, residential permits. It's been acknowledged that if in fact that they were to increase the rates that the Parking Authority will then be able to provide surface lots in residential neighborhoods. Where are they? How many? How much will that cost? She stated that they know nothing. That is part of the rationale why they need to increase the rates. The data shows that this will have a disproportionate affect on working class people. That's why she supports tabling it until they can get some more information.

Ms. Cynthia Mota thanked Ms. Gerlach and asked if there were any other comments from the dais.

Mr. Santo Napoli stated that she understands Ms. Gerlach's concerns, but the issue is going to be they are not going to be able to get those concerns if they can't address the budget shortfall. It becomes a difficult situation. It was said many times, they are working on 2001 revenue, with 2024 expenses. If he ran his business like that he would be out of business in six months. He is interested in the study as well. To Mr. Zucal's point, he agrees, but at the same time for the payment plan to be implemented and for it to move forward and for them to address surface lot issues in our denser neighborhoods, the shortfall has to be addressed. The longer it continues to not be addressed, it is going to be an issue to try to get any of that resolved which was the point to try to serve the residents.

Ms. Candida Affa stated as they know she was all for the raising of the fines, but she finds it disturbing that they had a study available. She stated that Council is voting tonight, why didn't they get that study.

Ms. Genesis Ortega stated that Councilperson Gerlach asked during the Committee of the Whole meeting. She stated that the administration recently received the study. As she told the City Clerk, she can share that with him as early as tomorrow. She stated that Ms. Gerlach as during the Committee of the Whole and she doesn't think the administration was asked about the status of this study.

Mr. Ed Zucal stated that he asked what was the opinion of the administration. You had a study already done. That has nothing to do with his question.

Ms. Ce Ce Gerlach stated to Mr. Zucal you asked about a month or so ago what's up with the study.

Mr. Ed Zucal stated that is when the issue came in whether or not they got the money back.

Ms. Genesis Ortega asked Mr. Zucal if he asked during a Council meeting.

Mr. Ed Zucal stated yeah.

Ms. Genesis Ortega stated that she doesn't recall that question. She didn't receive any communication from the City Clerk.

Mr. Ed Zucal stated that he is not putting it on her. She is not the boss. He stated let's say that the report was done today regardless of when he asked or what she asked for or what was asked tonight, if it was a completed report done, they should have gotten it before tomorrow because they are voting tonight.

Ms. Cynthia Mota stated that the reality is that they know there is a report and they can go on. It is not a biggie. She would love to see what the report says.

Ms. Genesis Ortega stated that she is happy to share that. It is a comprehensive study and apologized that they did not receive it before tonight, but they are happy to share the study with Council.

Ms. Cynthia Mota thanked Ms. Ortega and asked if there were any other comments from the dais.

Ms. Ce Ce Gerlach seconded the motion to table if the comments are done.

Ms. Candida Affa stated that she would like to table until they got that report. She doesn't think it is necessary to have a comprehensive report for the next six months because it is vital that they get the money that they need or the fines that have to be. If she can table it, she would table it just for that report. For a whole bunch of reports, she is not going to table it for that. It would take months.

Mr. Michael Hanlon asked Ms. Gerlach what information does she want.

Ms. Ce Ce Gerlach stated that it was referenced tonight. If they increase the rate, that is going to have a disproportionate effect on the neighborhoods that have meters. It was acknowledged tonight that there are meters where meters should not be. It was stated that there are potentially someone that would help with that, a consultant of some sort. She asked how long would that take. If it takes a month or two months or three months, she doesn't know. She doesn't know when is their deadline that they need to have this money by. When do they need to have this decision so they can have more money. She doesn't know and that is where she is coming from. At an infrastructural level, there are things that shouldn't be in place, maybe they should address that before they increase those meters and therefore increase violations.

Attorney Charles Smith reminded Council that it is undebatable. It is like a debate to him.

Ms. Ce Ce Gerlach stated that it is.

Mr. Ed Zucal stated that it is a yes or no.

**A motion was made by Ed Zucal, seconded by Ce-Ce Gerlach, that this Bill be Tabled contingent on getting the Study and any other information that was requested. The motion carried by the following vote:**

**Yes:** 4 - Cynthia Mota, Ed Zucal, Natalie Santos, and Ce-Ce Gerlach

**No:** 3 - Daryl Hendricks, Candida Affa, and Santo Napoli

## CONSENT AGENDA

Ms. Cynthia Mota asked if there were any comments from the dais or the public.

**Yes:** 7 - Cynthia Mota, Daryl Hendricks, Ed Zucal, Natalie Santos, Ce-Ce Gerlach, Candida Affa, and Santo Napoli

[15-6875](#)

R78

Sewage Planning Module at Seegers Union Expansion – Muhlenberg College

**Sponsors:** Administration

**Attachments:** [R78 Seegers Union Expansion \(Muhlenberg College\) - Sewage Planning Module](#)  
[2301 Chew Street - Seeger Bldg Expansion Muhlenberg College PDF](#)  
[Resolution #30843](#)

Enactment No: 30843

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

[15-6845](#)

R68

Acceptance of Love Your Block Grant Funds for Neighborhood Revitalization through Civic Engagement.

**Sponsors:** Administration

**Attachments:** [R68 - Love Your Block Grant Acceptance](#)  
[Resolution #30844](#)

Ms. Cynthia Mota asked if there were any comments from the dais or the public.

**Yes:** 7 - Cynthia Mota, Daryl Hendricks, Ed Zucal, Natalie Santos, Ce-Ce Gerlach, Candida Affa, and Santo Napoli

Enactment No: 30844

[15-6838](#)

R69

Denial of a Certificate of Appropriateness – 107 N. 11th Street

**Sponsors:** Administration

**Attachments:** [R69 Deny - 107 11th St Legalize Rear Porch](#)  
[Final Review 107 N 11th DENIED \(Legalize Porch Work and Associated Components\)](#)  
[Resolution #30845](#)

Ms. Cynthia Mota asked if there were any comments from the dais.

Ms. Ce Ce Gerlach asked if they had any updates as it states from the administration that is working with the residents. It has only been about a week.

Ms. Vicky Kistler stated that the Planning staff has been in communication and have met twice with this resident. They are working toward a resolve so they are asking Council to deny the Certificate of Appropriateness at this point because Planning staff think they could be brought into compliance shortly with a real certificate of compliance once they finalize the plan.

Ms. Ce Ce Gerlach thanked Ms. Kistler and stated that the other one was tabled. That was the roof one, right.

Ms. Vicky Kistler stated yes.

Ms. Cynthia Mota asked what was this one again.

Ms. Vicky Kistler stated that this one was where the constructed a back porch and added windows of different sizes and used materials all without permits.

Ms. Cynthia Mota stated yes, she remembers. She asked if there were any comments from the dais or the public.

**Yes:** 7 - Cynthia Mota, Daryl Hendricks, Ed Zucal, Natalie Santos, Ce-Ce Gerlach, Candida Affa, and Santo Napoli

Enactment No: 30845

[15-6840](#)

R71

Approves the Submission of an amendment to the 2022 Action Plan to the United States Department of Housing and Urban Development.

**Sponsors:** Administration

**Attachments:** [R71 - 2022 CDBG Amendment Bike Works](#)  
[Resolution #30846](#)

Ms. Cynthia Mota asked if there were any comments from the dais or the public.

**Yes:** 7 - Cynthia Mota, Daryl Hendricks, Ed Zucal, Natalie Santos, Ce-Ce Gerlach, Candida Affa, and Santo Napoli

Enactment No: 30846

[15-6841](#)

R72

Approves the Submission of an amendment to the 2022 Action Plan to the United States Department of Housing and Urban Development.

**Sponsors:** Administration

**Attachments:** [R72 - 2022 CDBG Amendment Lead Program](#)

[Resolution #30847](#)

Ms. Cynthia Mota asked if there were any comments from the dais or the public.

**Yes:** 7 - Cynthia Mota, Daryl Hendricks, Ed Zucal, Natalie Santos, Ce-Ce Gerlach, Candida Affa, and Santo Napoli

Enactment No: 30847

[15-6863](#)

R79

Approves two transfers: (1) \$46,000.00 in Streets to Cover the Cost to have a contactor do a Pavement Evaluation (PASER) through Transconomy and (2) \$11,050.17 in Recycling & Solid Waste to cover the additional costs to construct a pole building over the cardboard balers located at the City's Recycling Drop Off Center to preserve the life of the balers.

**Sponsors:** Administration

**Attachments:** [R79 Transfer Funds](#)

[Needed to Cost the Additional Costs of the Pole Building Over the Cardobard Balers](#)

[Required to Cover the Cost To Have a Contractor Do A Pavement Evaluation \(PASER\) Through Transconomy](#)

[Resolution #30848](#)

Ms. Cynthia Mota asked if there were any comments from the dais or any comments from the public.

**Yes:** 7 - Cynthia Mota, Daryl Hendricks, Ed Zucal, Natalie Santos, Ce-Ce Gerlach, Candida Affa, and Santo Napoli

Enactment No: 30848

[15-6873](#)

R80

Allentown City Council and the Administration of Mayor Matt Tuerk approve the dedication and naming of the Plaza in front of the new Da Vinci Science Center at PPL Pavilion after the Browne's; Secretary Pat Browne and Heather, in recognition of their dedication to enhancing educational opportunities for Allentown students and their families; and for their dedication and impact in advancing the quality of life in the Lehigh Valley.

**Sponsors:** Mota, Napoli, Hendricks, Affa, Mr. Zucal and Administration



**Attachments:** [R80 Browne Dedication](#)[image004](#)[Da Vinci Science Center's Plaza Street Name](#)[Da Vinci Sec Browne Civic Naming LOS](#)[Site Plan](#)[Butz](#)[Resolution #30849](#)

Ms. Cynthia Mota asked if there were any comments from the dais or the public.

Ms. Candida Affa stated that she doesn't know if everyone here is aware of what Senator Browne has done for our school district, for the city of Allentown, and all the years and of course, he is known for the legislation for ANIZDA. She stated that they can Google him and it is amazing how he bailed out the school district and so many things that he has done as our Senator and she believes that this is well deserved. She stated to Mr. Hanlon had a list of some of the things that and he sent to all the Council people. It is amazing and some of the things she did not know being done for our city. She stated that she supports this 100 percent and applauded him for the things and the grants that he got for us, for the city of Allentown.

Ms. Cynthia Mota thanked Ms. Affa and stated that she feels the same way. He has done a lot for our city and it is well deserved. She is hoping that all the Councilmembers will vote yes for this dedication. She asked if there were any comments from the public.

**Yes:** 7 - Cynthia Mota, Daryl Hendricks, Ed Zucal, Natalie Santos, Ce-Ce Gerlach, Candida Affa, and Santo Napoli

Enactment No: 30849

[15-6874](#)

R81

A resolution of Allentown City Council supporting Senate Bill 37 – which would prohibit the use of hand-held interactive wireless communications devices (cellular phones and similar items) while operating a motor vehicle on state roadways.

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

**Attachments:** [R79 Cell Phone](#)[SB 37](#)[Senator Rosemary Brown Memo on Bill 37](#)[Resolution #30850](#)

Ms. Cynthia Mota asked if there were any comments from the dais.

Mr. Santo Napoli stated that he just wants to commend our elected officials that are working in Harrisburg. Our local elected officials who are pushing this bill forward. Traffic safety continues to be an issue in our city and this is something that would hopefully help with reducing some of these tragedies that are occurring on our streets on a regular basis it seems like lately.

Ms. Cynthia Mota stated that she agrees with Mr. Napoli. She asked Mr. Hanlon to add her name to this legislation.

Mr. Santo Napoli stated also for him.

Mr. Michael Hanlon stated ok.

Ms. Cynthia Mota thanked Mr. Hanlon and asked if there were any comments from the public.

**Yes:** 7 - Cynthia Mota, Daryl Hendricks, Ed Zucal, Natalie Santos, Ce-Ce Gerlach, Candida Affa, and Santo Napoli

Enactment No: 30850

[15-6872](#)

R82

Extends the interim appointment of Human Resources Director

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

**Attachments:** [R82 Interim HR Director Extension](#)  
[Resolution #30851](#)

Ms. Cynthia Mota asked Mr. Hanlon what did he say.

Mr. Michael Hanlon stated that it extends it for 30 days after the passage of this Resolution.

Ms. Candida Affa stated that she knows that she signed on for the 30 days. After to speaking to several people in the administration and believes that the Interim did a good job as far as everybody is concerned. She sees that everybody is nodding their heads. To have someone in HR that is doing a decent job, keeping this ship together until they can find somebody is outstanding. Everybody seems to be in agreement that she spoke to, especially the Directors that have to deal with them all the time. She believes speaking with the mayor and they do have people out there and as a matter of fact they have one person high up in hiring. She thinks the mayor only does 30 days and they haven't hired anybody yet, they have to hire somebody else that is an Interim that isn't doing the job that Michaela is doing, plus we have to pay them. She is suggesting that they keep her on for 45 days. She would like 60, but doesn't think she would get the votes for 60. She is going to shoot for 45 days and commended her on the job that she is doing. She likes all the people out there nodding their heads

and smiling. Therefore, she is suggesting that they go for 45 days.

Mr. Santo Napoli stated that he was looking for 60, but.

Ms. Candida Affa stated that she likes 60 herself.

Ms. Cynthia Mota stated that Council needs to vote. She asked if there were any comments from the public.

Mr. Garry Ritter suggested 60 days. They do have candidates that they are looking at right now. Promising ones. Timing wise to get through the process, vet them through Council and with Directors, 45 days may be short and they will be left without a captain at the helm. He would at least ask for 60 days.

Ms. Cynthia Mota asked if there were any comments from the dais.

Ms. Candida Affa stated to change it to 60 days.

Mr. Michael Hanlon stated that you have to ask your solicitor.

Attorney Charles Smith stated that Ms. Affa would withdraw the motion and revised your motion to ask for an additional 30 days as opposed to 15. He stated that another thing she could do is a sub-motion to amend. If your intent is to change it from 45 to 60, the cleanest thing to do would be to withdraw the motion and start over.

**A motion was made by Candida Affa to add 15 days to the 30 days for a total of 45 days.**

**This Resolution was withdrawn.**

Enactment No: 30851

Ms. Candida Affa stated that it is so important to listen to the people who have to work everyday and Council to make a decision on what they have to do everyday dealing with HR. It is a lot more important than their vote up here to say 30 days and she is out.

Mr. Santo Napoli stated that it would be for a total of 60 days is the motion. He asked is there a second and seconded the motion.

Ms. Cynthia Mota asked if there were any comments from the dais.

Ms. Ce Ce Gerlach stated that they have Mr. Hendricks, Dr. Mota, Mr. Zucal, and Ms. Affa as originally on for the 30 days. Ms. Affa explained her rationale tonight for extending it to 60 days. She asked is there anyone who can explain who signed on who can explain why they were originally

supporting 30 so she can figure out how to vote here on this amendment. She stated that she gets the reasoning that they just can't keep putting new people in the Interim, person after person. She feels like it would be challenging to hire an HR Director, given numerous circumstances. Hopefully, these folks that are in the queue will come through and they won't get and they will sign on.

Mr. Garry Ritter stated that is our hope as well.

Ms. Cynthia Mota stated that the reason why she supported the 30 days was because they were going to table it and she didn't want to see another new person serving for 45 days. A person who might now know and how to learn everything new and Michaela was already there so she said, ok, 30 more days. Why not. Also, she has the understanding that they were interviewing someone that they really like in HR. That is why she decided that it would have been ok with 30 more days.

Mr. Ed Zucal stated that was his same reason as well.

Ms. Ce Ce Gerlach stated that they are currently interviewing someone and then within 30 days that individual would need to be brought forth to Council.

Ms. Genesis Ortega stated that the reason they are asking for 60 days is that 30 days is far too short. While they do have a couple of good candidates in the pipeline, they still have to go through the motions and they are not going to accomplish that in 30 days.

Ms. Genesis Ortega stated that the reason they are asking for 60 days is that 30 days is far too short. While they do have a couple of good candidates in the pipeline, they still have to go through the motions and they are not going to accomplish that in 30 days. They are asking for at least 60 days so that they can get that person in front of Council. She stated as they know they have to schedule a Confirmation Hearing. That is another two weeks as well and that will allow them time to get that person in front of you and also maintains continuity in operations. She believes that the HR department is here to as Councilperson Affa said this team has been working with Ms. Boyer in the HR department and they have been doing a great job. They are continuing operations and maintaining operations. Michaela has been taking on the lead of finding these HR candidates. It makes sense to keep her here until they make that full transition.

Mr. Santo Napoli stated that he agrees with Ms. Affa. He has spoken to a few department heads and they all said the same thing. He stated that her colleagues here speaks volumes that they are here and supporting her as

well. It is a good move giving the current situation.

Ms. Cynthia Mota asked if there were any other comments from the dais.

Ms. Ce Ce Gerlach stated that if Council were to extend it 60 days and the current applicants for whatever reason no longer are interested. That may or may not have happened in the past stating they will be right back where they are at and someone else is going to have to take over.

Ms. Genesis Ortega stated that it is unfortunately the reality.

Mr. Michael Hanlon stated that you would have to pass another Resolution.

Ms. Ce Ce Gerlach stated pass another Resolution.

Ms. Candida Affa stated hopefully that won't happen.

Ms. Genesis Ortega stated that you don't want to speak it into existence.

Ms. Candida Affa stated that the whole purpose is bringing someone in that is new as a Interim and she is doing a good enough job. The job here is as quickly as they can get a HR Director. She doesn't want to keep having a new Interim in there that has to learn all over again. They really have to be diligent on hiring somebody is what the whole thing comes down to. The last time, he left and hoping they can get one as soon as possible. Bringing somebody in new as Interim after Interim doesn't make any kind of sense. If she wasn't doing her job and they were having problems she could understand it. She has gotten approval from almost everybody. That is the whole thing. Getting an HR director is top priority. They don't want another Resolution to do all over again.

Ms. Ce Ce Gerlach stated that she hears Ms. Affa and she is 100 percent right. She doesn't necessarily and no assurance that they were to extend 60 days that they would be able to get an HR Director because others have applied, went through the interview process and for whatever reason they said, nope, not coming. That can happen.

Ms. Candida Affa stated that it is not easy. Hiring HR and the Chief of Police are the two hardest things in the city to hire. Just cross your fingers and hope you get a good HR Director. She stated that she agrees with Ms. Gerlach. She would like to see and her position here today is that Michaela is doing a good job. Let her in there until they can get somebody. If these people were not happy right now, it would be a whole different situation. As long as their jobs are easier with this HR Director, as an Interim she is all for it just to make their jobs easier.

Mr. Michael Hanlon stated that there is a motion on the table to change the 30 days to 60 days. Just so you know, they mayor initially asked for 90 days. So you are down to 60.

Ms. Cynthia Mota asked if there were any comments from the public.

Mr. John Ferry, Risk Manager, introduced the three HR staff that is here to support Michaela. He stated that Michaela has done an outstanding job. He stated that he is in Risk Management and not even part of Human Resources, but they all work well together. They are collaboratively together. These three people are here because of Michaela. They do an outstanding job. They collaborate every single day in Risk Management. Risk Management, Payroll, and Human Resources cross paths all the time. He stated that he would like to make a motion, even though he can't to make it 90 days. If you are being realistic, Human Resources is the heartbeat of this city. You are dealing with people. They are not assets, they are people. They are what makes the city run. They are what keeps the city employees happy and engaged. He stated that Michaela has done that. He thinks with only a 60 day or 30 day, you are putting HR in a very unstable place. They need stability and they have that under Ms. Boyer's direction. She is constantly collaborating and the fact that you have these three up here. You would not have this a year ago. We all know what HR went through before and these three are here to support her. He stated that he is here to support her. They work so well together and encourages Council. He if could have a motion, he would do 90 days, but he knows he doesn't have that power. He asked that they think about 90 days to allow overlap. He stated that you can get a Risk Manager tomorrow. Anybody can do Risk Management, but Human Resources to be honest with you, that needs overlap. That needs overlap to understand the city and understand the people.

Ms. Cynthia Mota asked if there were any other comments from the public.

Ms. Barbara Redmond, NAACP Allentown Branch, stated that if she is that great, why don't you just hire her. If she is doing such a wonderful job, she just should be hired. Just hire her.

Ms. Cynthia Mota asked if there were any other comments.

Ms. Bina Patel stated that HR and Finance have to work together because they help employees. They help with benefits as John Ferry was saying. Payroll is under Finance and when the employees get hired, they need to communicate the information to payroll and benefits. That is Risk Management and working under Michaela, that is working very well. The

communication was not what it is currently. She is in support of that since the relationship is working currently until they do find a permanent HR Director. She stated that they should keep her instead of looking for someone new and everyone has to get adjusted to the new Interim Director. Since she is already working out well, until they have a final HR Director, she is doing a good job.

Ms. Cynthia Mota thanked Ms. Patel.

Attorney Charles Smith stated that R82 extends the Interim appointment of the Human Resources Director for 60 days.

Ms. Cynthia Mota asked if there were any comments from the dais or the public.

Ms. Mandy Tolino stated that she wanted to add in the next month and a half they are going to be onboarding about 200 seasonal staff. It is really important with the Parks Department to have some continuity. She appreciates the consideration to keep Michaela on. She is doing a great job. Just having someone there to guide some of those processes and procedures and to get a lot of the young people onboarded properly and trained is a pretty big undertaking. They really rely on HR to make sure all those processes are completed properly.

Ms. Cynthia Mota asked if there were any other comments.

**A motion was made by Candida Affa, seconded by Santo Napoli, to extend it from 30 days to 60 days.**

**Yes:** 4 - Cynthia Mota, Natalie Santos, Candida Affa, and Santo Napoli

**No:** 3 - Daryl Hendricks, Ed Zucal, and Ce-Ce Gerlach

Enactment No: 30851

**Yes:** 4 - Cynthia Mota, Natalie Santos, Candida Affa, and Santo Napoli

**No:** 3 - Daryl Hendricks, Ed Zucal, and Ce-Ce Gerlach

Enactment No: 30851

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

[15-6867](#)

Bill 41

Amending the 2024 Capital Fund Budget to provide for a supplemental appropriation of One Hundred Thousand (\$100,000.00) Dollars from the Pennsylvania Department of Community and Economic Development (DCED) to support improvements to Bucky Boyle Park including a new fence, master plan and updates to the basketball courts.

**Sponsors:** Administration

**Attachments:** [Bill 41 Bucky Boyle Grant](#)

Ms. Cynthia Mota asked if there were any comments from the dais or the public.

REFERRED TO THE PARKS AND RECREATION COMMITTEE

[15-6868](#)

Bill 42

Amending the 2024 Capital Fund Budget to provide for a transfer of Three Hundred Seventy-Eight Thousand (\$378,000.00) Dollars from multiple capital projects into the D&L Trail to use for design of the trail, Mini-Pitch to use for installation of the system, and WPA Structures for repairs of Union Terrace Amphitheater Phase 2.

**Sponsors:** Administration

**Attachments:** [Bill 42 Bond Transfer](#)

Ms. Cynthia Mota asked if there were any comments from the dais or the public.

REFERRED TO THE PARKS AND RECREATION COMMITTEE

[15-6869](#)

Bill 43

Amending the 2024 General Fund Budget to provide for a supplemental appropriation of Fifty Thousand (\$50,000.00) from Rockefeller Philanthropy Advisors to support the creation of the Youth Climate Action Fund.

**Sponsors:** Administration

**Attachments:** [Bill 43 YCAF Grant](#)

Ms. Cynthia Mota asked if there were any comments from the dais or the public.

REFERRED TO THE PARKS AND RECREATION COMMITTEE

[15-6870](#)

Bill 44

Amending the 2024 Capital Fund Budget to provide for a supplemental appropriation of Two Hundred Fifty Thousand (\$250,000) Dollars from the Pennsylvania Department of Community and Economic Development (DCED) to support improvements to Cedar Beach basketball courts and Midway Manor, installation of the mini-pitch system, and youth sports marketing and outreach.

**Sponsors:** Administration

**Attachments:** [Bill 44 Youth Sports Grant](#)



Ms. Cynthia Mota asked if there were any comments from the dais or the public.

REFERRED TO THE PARKS AND RECREATION COMMITTEE

[15-6871](#)

Bill 45

Amending Part II General Legislation, Chapter 270 Fees, Article VIII Parks and Recreation Fees by updating the fees for various recreation and pools amenities.

**Sponsors:** Administration

**Attachments:** [Bill 45 Parks and Recreation Fees Amendment](#)

Ms. Cynthia Mota asked if there were any comments from the dais or the public.

REFERRED TO THE PARKS AND RECREATION COMMITTEE

[15-6878](#)

Bill 46

Amending Part II General Legislation, Chapter 270 Fees, Article VIII Parks and Recreation Fees by updating the golf fees.

**Sponsors:** Administration

**Attachments:** [Bill 46 - Golf Course Fees](#)

Ms. Cynthia Mota asked if there were any comments from the dais or the public.

REFERRED TO THE PARKS AND RECREATION COMMITTEE

[15-6879](#)

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](#)

Ms. Cynthia Mota asked if there were any comments from the dais or the public.

REFERRED TO THE HUMAN RESOURCES, ADMINISTRATION AND APPOINTMENTS COMMITTEE

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

**NEW BUSINESS: NONE**

**GOOD AND WELFARE: NONE**

**ADJOURNED: 7:35 PM**

[15-6577](#)

Reference Materials:  
Council Rules  
Procurement Code  
Ethics Code

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

[Ethics Code](#)

[Rules](#)