



# Allentown

435 Hamilton Street  
Allentown, Pa. 18101

## Minutes - Final

### City Council

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Wednesday, May 17, 2023

6:30 PM

Council Chambers

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#### Invocation:

#### Pledge to the Flag

#### Roll Call

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

#### Courtesy of the Floor

#### Courtesy and Privilege of the Floor Rules

Mr. Pas Simpson stated that the city had more shootings. Someone was shot on Tilghman Street Bridge and had to drive themselves to the hospital. The summertime is coming. You have to do something. You are sitting on \$1.5 million that has been approved since November. How many people need to be shot? How many people need to die before you decide to do something. One person is dead, and another person shot. It is going to get more dangerous. It is Police Appreciation time. They can't do it by themselves. Who is coming to an unsafe city? Who is coming to a place where someone get shot on a bridge? Who is coming to a place where you get shot at a new development? Who is coming to our city if we don't do something different.

#### Contract Approvals

[15-5895](#)

R88

Authorization for Contract with AW Trucking School, LLC as the primary and IEC US Holdings, Inc. (d/b/a) Sage Truck Driving Schools) as secondary in the estimated sum of \$90,000.00 per contract year to provide CDL Training for Class A Commercial Driver's License as required for some City of Allentown work activities. The contractor must be able to provide this training to selected employees and provide all needed assistance in obtaining a CDL; , multiple quotes, the contract is for three (3) years; and can be extended for up to an additional two (2) one (1) year terms beyond the contract expiration period at the City's sole and absolute discretion.

**Attachments:** [R88 CDL Training Services](#)  
[Resolution #30639](#)

Mr. Daryl Hendricks asked if someone from the administration wishes to speak to this.

Ms. Sarrah McNeil stated that this was done as RFP2023-10. It was advertised on March 3, 2023. On April 3, 2023, the public opening was held and the city received five proposals. The Evaluation Committee held both technical and cost evaluations. The proposal was 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 qualifications and overall score. The committee is recommending to award to AW Trucking as the primary vendor and they are also a minority owned business and stage as a secondary vendor.

Mr. Daryl Hendricks thanked Ms. McNeill and asked if there were any questions from his colleagues. He stated that it is kind of self explanatory. The need for the training is obvious. He asked if there were any questions or comments from the public.

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

Enactment No: 30639

[15-5896](#)

R89

Authorization for Contract with PA Fire Recovery Service, LLC (PAFRS) to enhance recovery of all reasonable costs of responding to emergency incidents. Customers will pay PAFRS fifteen percent (15%) of all monies collected on their behalf through the billing efforts of PAFRS. This percentage is for incidents collected on from the Incident Report Date and for a period of 6 months after. If an incident is collected on that exceeds said condition, the Customer will pay PAFRS thirty percent (30%) of the monies collected on their behalf for incidents that fall under this period. The City shall receive the funds that are collected minus the fees for collection. The City of Allentown believes that the cost of providing emergency services should be borne partially by the individuals insurance companies; multiple bids, contract is for one (1) year and may be extended for up to an additional four (4), one (1) year renewals..

**Attachments:** [R89 Cost Recovery Services](#)  
[Resolution #30640](#)

Ms. Sarrah McNeil stated that this was done as RFP2023-08 and was advertised on Public Purchase on March 10, 2023. On April 10, 2023, the public opening was held and the city received three proposals. The

Evaluation Committee held both technical and cost evaluations. The proposal for ability to meet the RFP requirements and after all the evaluations were conducted, the committee decided not to hold oral interviews. The committee made the recommendation to award based on the firms qualifications and overall score. The committee is recommending on award to PA Fire Recovery Service, LLC. They are a small business.

Mr. Daryl Hendricks asked if there were any questions or comments from his colleagues. He asked is this the first that the city will be utilizing this service.

Ms. Sarrah McNeil stated yes, that is correct.

Mr. Daryl Hendricks asked if there were any questions or comments from the public.

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

Enactment No: 30640

## Minutes of Previous Meeting

[15-5880](#) April 12, 2023 Special Council Meeting

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

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

[15-5900](#) April 26, 2023 Special Council Meeting

**Attachments:** [April 26, 2023 Special Council Meeting](#)

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

**Communications: NONE**

## Old Business

Mr. Ed Zucal asked Ms. McNeil appropriately two months ago Council approved the Resolution to disperse funds for an outside audit. What is the status on the RFP for that?

Mr. Michael Hanlon stated that she is not on it.

Mr. Ed Zucal stated that she is not on the line.

**REPORTS**

**Special Committee:** A Special Committee is scheduled for June 7th at 5:30 PM to deal with Bill 47, the initiative, and Resolution R87 which recommends an expenditure of 21M in ARPA funding for city capital and physical infrastructure and housing related issues

**Budget and Finance:** Chair Napoli, Hendricks, Gerlach  
The Committee met and forwarded items on this evening's agenda; the next meeting is not yet scheduled.

**Community and Economic Development:** Chair Mota, Napoli, Affa  
The committee met and forwarded some items on this evening's agenda; the next meeting is scheduled for May 24th at 5:30 pm.

**Human Resources, Administration and Appointments:** Chair Santos, Zucal, Napoli  
The Committee met this evening; there are no future meetings scheduled.

**Parks and Recreation:** Chair Gerlach, Affa, Mota  
The Committee met this evening; there are no future meetings scheduled.

**Public Safety:** Chair Affa, Hendricks, Zucal  
The Committee has not met since the last council meeting; a future meeting is not scheduled.

**Public Works:** Chair Zucal, Santos, Hendricks  
The Committee met this evening; the next meeting is scheduled for June 7th at 6:15 PM.

**Rules, Chambers, Intergovernmental Relations, and Strategy:** Chair Hendricks, Mota, Gerlach  
The Committee has not met since the last council meeting; a future meeting has not yet been scheduled.

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

Mr. Jeffrey Glazier talked about the Accounts Payable Weekly Check Review for 4/1/2023 to 4/28/2023. The Controller's Department review 389 checks and 705 documents. The total amount of the checks were \$5.4 million. There were 11 manual checks reviewed for about \$3.9 million. He talked about the city bringing the Auto Repair back in house. He discussed the P-Card and more invoices because of parts. He went over the Controller's office findings.

**Mayor's Report (3 minutes)****None**

Mr. Michael Hanlon stated that Ms. McNeil is back on and asked if Mr. Zucal was referring to the Parking Authority's RFP.

Mr. Ed Zucal stated no. He is referring to the outsided

Mr. Michael Hanlon stated that Ms. McNeil is back on and asked if Mr. Zucal was referring to the Parking Authority's RFP.

Mr. Ed Zucal stated no. He is referring to the outside audit RFP.

Mr. Michael Hanlon asked if he means the Resolution that Council passed.

Mr. Ed Zucal stated yes.

Mr. Michael Hanlon stated that Resolution was passed at the Budget and Finance Committee meeting. Mr. Napoli discussed it and the Mr. Glazier coughed up one of his interns to review overtime. He stated that he and Mr. Hendricks just met the interns just recently. The Controller was going to pick up parts of the audit that he could. There was no RFP issued.

Mr. Ed Zucal stated what needs to be done is to give a list to the Clerk that he is seeking. He can meet with Ms. McNeil.

[15-5915](#)      Controllers Reports

**Attachments:** [Accts Payable April](#)  
[Bank Rec - Feb](#)  
[Bank Rec - Jan](#)

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

[15-5829](#)      Bill 31    Community and Economic Development Committee, forwarded favorably  
Provides 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 31 - HUD New Account Setup](#)

Mr. Michael Hanlon stated for the record, they took off Bill 31.

This Bill was withdrawn by the administration.

[15-5837](#)

Bill 39 Community and Economic Development Committee, forwarded favorably

Amending the 2023 General Fund budget to allow for a position title change in the Health Bureau, changing the Sanitarian position to Environmental Health Specialist, needing no additional funds.

**Sponsors:** Administration

**Attachments:** [Bill 39 Environmental Health Specialist Title Change](#)

Mr. Daryl Hendricks asked if there were any questions or comments from his colleagues.

Mr. Ed Zucal asked what is the reason for the name change.

Ms. Vicky Kistler stated that they are not receiving any applicants for Sanitarian. She stated that they asked some of the younger folks in the college programs and they perceived it to be a position that worked in the sanitary sewer. The new curriculum is called in Environmental Health and that is what their degrees are being issued in. By changing the name title, they are hoping they can get applicants to fill the two vacant Sanitarian positions right now.

Mr. Daryl Hendricks stated that Mr. Zucal was not present for that meeting.

Ms. Vicky Kistler stated no. It was in Committee.

Mr. Daryl Hendricks stated that it does make sense. He asked anybody else of his colleagues. He asked if there were any comments from the public.

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

Enactment No: 15906

[15-5857](#)

Bill 41 Community and Economic Development Committee, forwarded favorably

Amending the 2023 General Fund budget to allow for a position name change in the Department of Community and Economic Development, Building Standards and Safety changing the Building Inspector Supervisor to the Review Coordinator needing no additional funds.

**Sponsors:** Administration

**Attachments:** [Bill 41 Position Rename Review Coordinator](#)

Mr. Daryl Hendricks asked if there were any questions or comments from

his colleagues or the public.

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

Enactment No: 15907

[15-5838](#)

Bill 44

Amending the 2023 Capital Fund Budget to provide for a transfer in the amount of Four Hundred Twenty Thousand (\$420,000) Dollars from the Trexler Fund to the Jordan Skatepark and WPA Structures capital projects accounts. These funds will be used for Phase 2 of the Skatepark in Jordan Park, project manuals for the repairs to Lehigh Parkway Phase 4 and repairs at Union Terrace Park.

**Sponsors:** Administration

**Attachments:** [Bill 44 - Skatepark and WPA Transfer](#)

Ms. Ce Ce Gerlach stated that it was forwarded favorably.

Mr. Daryl Hendricks asked if there were any questions or comments from his colleagues or the public.

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

Enactment No: 15908

[15-5861](#)

Bill 45 Budget and Finance, forwarded favorably  
Amending § 5-16 Amendments after adoption. C. Rules and regulations on transfers, (3) Intrafund transfers by changing the threshold for Council approval of transfers at a public meeting from \$5,000 to \$10,000.

**Sponsors:** Napoli and Hendricks

**Attachments:** [Bill 45 Transfers](#)  
[Transfers - Resolutions Report](#)

Mr. Santo Napoli stated that is was forwarded favorably. The committee did update that all Transfers over \$5,000 shall be forwarded to the Controller for review.

Mr. Daryl Hendricks asked if there were any questions or comments from his colleagues or the public.

Mr. Michael Hanlon stated that what Mr. Napoli is referring to is a suggested amendment at the request of the Solicitor's office and the Controller. This is for clarification purposes

Mr. Jeffrey Glazier stated that his job is to review the Transfers, but he does not have a veto power. This language was an attempt to clarify. That is a procedure item that needs to be forwarded. He stated that he would send Council or the administration a memo detailing his concerns.

Mr. Daryl Hendricks stated that would certainly be the wise thing to do. He asked if there were any questions or comments from his colleagues or the public.

**A motion was made by Santo Napoli, seconded by Candida Affa, that this Bill be amended to reflect (3) Intrafund transfers. Subject to the above limitation, the Director of Finance shall have the power within a given account to authorize the transfer of any unexpended balance or any portion thereof, provided such transfers do not exceed \$5,000 \$10,000 and the City Controller signs off on the transfer. Transfers that exceed \$5,000 \$10,000 must be approved by a majority of Council by resolution at a public meeting. signing off on an appropriate form submitted to the Clerk's Office. After approval, the transfers shall be distributed to the public as an agenda item and be made part of the minutes of said meeting.**

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

Enactment No: 15909

Mr. Daryl Hendricks asked if there were any comments other than what they just made. He asked if there were any comments from the public.

**A motion was made by Daryl Hendricks that this Ordinance be approved as amended. The motion carried by the following vote:**

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

Enactment No: 15909

[15-5862](#)

Bill 46 Budget and Finance, forwarded favorably Amending § 5-21 Contracts. (1) For the award of contracts or the engagement of professional services by adding a 10,000 threshold for council approval of professional contracts.

**Sponsors:** Hendricks and Napoli

**Attachments:** [Bill 46 Professional Contract Threshold](#)  
[Professional Services Resolutions](#)

Mr. Santo Napoli stated that this was also forwarded favorably from the committee. This occurred when Council had to approve a contract for \$182. That is why this was added and being voted on tonight.

Mr. Daryl Hendricks asked if there were any other questions or comments from his colleagues or the public.



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

Enactment No: 15910

## CONSENT AGENDA

Mr. Daryl Hendricks stated that there are two items on the Consent Agenda. Does anyone have any issues with the Consent Agenda and wants to remove the legislation?

Ms. Vicky Kistler stated that the HARB submission is basically the HARB Board approved the plans for the reconfigure and replace front steps; install railings. It was made favorably by HUD. She stated that the Sewage Planning Module showed capacity at the development at 939 Hamilton Street.

Mr. Daryl Hendricks asked if there were any comments or questions from his colleagues or the public.

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

## CONSENT AGENDA

**A motion was made by Daryl Hendricks that this be approved. The motion carried by the following vote:**

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

### [15-5892](#)

R90

Certificate of Appropriateness: 346 N. 8th St.

**Sponsors:** Administration

**Attachments:** [R90 - HARB Approval 346 N. 8th Street](#)

[346 N 8th Street Final Review](#)

[Resolution #30641](#)

Enactment No: 30641

### [15-5876](#)

R91

Sewage Planning Module – 939 Hamilton Street

**Sponsors:** Administration

**Attachments:** [R91 - Sewage Planning Module at 939 Hamilton Street - Sewage Planning Module](#)

[Sewage Planning Module - Entertainment Venue \(939 Hamilton Street\)](#)

[Resolution #30642](#)

Enactment No: 30642

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

[15-5828](#)

R81

Approves the submission of the Action Plan to the United States Department of Housing and Urban Development.

**Sponsors:** Administration

**Attachments:** [R81- 49 Action Plan HUD](#)

**This Resolution was withdrawn by the administration.**

[15-5881](#)

R92

Approves one transfer: \$75,000 in CED for Artwork is in Dire Need of Repair and Maintenance.

**Sponsors:** Administration

**Attachments:** [R92 Transfer Funds](#)  
[Artwork Repair and Maintenance](#)  
[Resolution #30643](#)

Ms. Vicky Kistler stated basically prior to her starting in DCED, they engaged in an art maintenance study and also had money allocated on the line for art Acquisition. The results of the study are in. They identified the pieces of art that are in most dire need of maintenance. They are transferring the Acquisition money to the maintenance account to start remediating the issues identified in the report.

Mr. Daryl Hendricks asked if there were any questions or comments from his colleagues or the public.

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

Enactment No: 30643

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

[15-5891](#)

Bill 48

Providing for the vacation of Cumberland Street from the centerline of South 6th Street to the centerline of South 5th Street, the vacation of South Virginia Street from the centerline of Cumberland Street to the centerline of Susquehanna Street, the vacation of South 6th Street from the centerline of Cumberland Street to the centerline of Susquehanna Street, and the vacation of South Fair Street from the centerline of Cumberland Street to the North Property line 1029 South 6th Street in the Twelfth Ward of the City

of Allentown:

**Sponsors:** Administration

**Attachments:** [Bill48 Vacation of Cumberland Street](#)

[Cumberland Street from the centerline of South 6th Street Map](#)

[Letter from Mike Hanlon regarding West Cumberland Street from S. Sixth Street to Susquehanna Street South Sixth Street](#)

[Letter from Mark Hartney regarding Petition to Vacate Segment of W. Cumberland Street and other Nearby Street Segments](#)

[Letter from Lehigh Valley Planning Commission - West Cumberland + Other Streets Street Vacation Petition Review](#)

[West Cumberland Street from S. Sixth Street to Susquehanna Street South Sixth Street Map](#)

[Brian Borzak 10-31-22](#)

[Staff Report Vacation Cumberland et al](#)

Mr. Daryl Hendricks asked if there were any questions or comments from his colleagues or the public.

REFERRED TO THE PUBLIC WORKS COMMITTEE

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

[15-5893](#)

R93

Denial of a Certificate of Appropriateness – 616 N. 6th Street

**Sponsors:** Administration

**Attachments:** [R93 HARB Denial - 616 N 6th St](#)

[616 N 6th St Final Review](#)

Mr. Daryl Hendricks asked if there were any questions or comments from his colleagues or the public.

REFERRED TO THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

[15-5894](#)

R94 Refer to Community and Economic Development Committee  
Denial of a Certificate of Appropriateness – 828-30 W. Turner Street

**Sponsors:** Administration

**Attachments:** [R94 HARB Denial - 828 - 30 W Turner St](#)

[828-30-W-Turner-St Final-Review](#)

Mr. Daryl Hendricks asked if there were any questions or comments from his colleagues or the public.

Ms. Betty Cauler stated that she wanted to talk about this because Blackstone is the developer. Blackstone has a very bad history. In 2019, they were called out from the UN for devastating consequences for many tenants in countries around the world. Blackstone and its subsidiaries undertake aggressive evictions to protect its rental income streams. Shrinking the pool of affordable housing in some areas and affectively pushing low- and middle-income tenants from their homes. She knows this apartment complex they want to build. It is seven stories at Eighth and Turner. There is a historic house next to their plot. They don't even own it, but basically what to have it demolished so that they won't have a little crook there. The Historical Architectural Review Board denied their application to demolish the building. She is hoping that Council will uphold that denial and send it to the committee of Community and Economic Development. She hopes the committee deny it to. They say it is market rate apartments.

Mr. Daryl Hendricks stated that is correct. He stated to Ms. Cauler to keep in mind that she will have an opportunity to speak to it at the committee level which he believes will be June 7th.

Mr. Michael Hanlon stated no. It is actually next week at 5:30 PM.

Ms. Cynthia Mota asked if Council had more information.

Mr. Michael Hanlon stated that you will have more information at the committee meeting. This is for a demolition. It will be discussed at the committee meeting.

Ms. Ce Ce Gerlach asked for more information on Blackstone. A quick Google, they are bad.

REFERRED TO THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

## **NEW BUSINESS: NONE**

## **GOOD AND WELFARE**

Mr. Daryl Hendricks offered his well-deserved congratulations to his newly reelected colleagues on a great job they have done and welcomed them back. Four more years. It is a great job and looks forward to working with them all.

## **ADJOURNED: 7:04 PM**

[15-5720](#)

Council Rules  
Procurement Procedures

Code of Ethics

Attachments: [Council Rules 2023](#)  
[Contract/Procurement Procedures from the Code](#)  
[Ethics Code](#)