

BETHLEHEM CITY COUNCIL MEETING
10 East Church Street – Town Hall
Bethlehem, Pennsylvania
Tuesday, January 17, 2017 – 7:00 PM

INVOCATION

Rabbi Michael Singer, Congregation Brith Sholom, offered the invocation which was followed by the pledge to the flag.

PLEDGE TO THE FLAG

1. ROLL CALL

President Reynolds called the meeting to order. Present were Bryan G. Callahan, Michael G. Colón, Eric R. Evans, Shawn M. Martell, Olga Negrón-Dipini, Adam Waldron and J. William Reynolds, 7.

Welcome to Cub Scout Troop 360

President Reynolds stated he would like to recognize Cub Scout Troop 360 who are in attendance at this meeting tonight and are working on their Citizens Merit Badge. He thanked them for attending the meeting tonight.

2. APPROVAL OF MINUTES

The Minutes of January 3, 2017 were approved.

3. PUBLIC COMMENT (on any subject not being voted on this evening - 5 minute time limit)

Armory Project

Diana Rodriguez, 315 Broad Street stated she is at this meeting regarding a concern about the Armory building in west Bethlehem. She expressed there was a neighborhood meeting many months ago with those in charge of the project, and at that time they were told that there would be another meeting with the neighbors again before there was going to be any further planning. Ms. Rodriguez informed they have not heard anything since, and the neighbors were hoping that before there is any determination with this project, the neighbors have an opportunity to have a voice in the project. Ms. Rodriguez remarked there are many issues that have to do with safety and they would like to be included in the discussions.

President Reynolds stated he does not believe any plans have been submitted for the Armory. He knows many on City Council attended the meeting, but does not believe there has been anything submitted to the Planning Commission. President Reynolds does not know if there is anything we can speak to as far as what would be the next steps until the property owner decides to come forth with any plans.

Ms. Rodriguez expressed her hopes they can meet with the property owners again before the plans do take place and there is a determination.

Parking Garage Construction/Traffic Lights

Stephen Antalics, 737 Ridge Street asked if there was any mention concerning local labor being used for the southside garage. He brought this up because he received a call from someone who overheard a conversation between some restaurant patrons who said they were from Indiana and working on the garage. Mr. Antalics remarked someone going home to Indiana on Friday and coming back on Sunday to Bethlehem would be expensive and staying five nights and is eating out would also be expensive. He remarked the question then becomes how does that expense impact the taxpayers of Bethlehem, and is there no one in the Lehigh Valley area capable to doing the work that these people from Indiana are doing. Mr. Antalics does not know what type of work these men do; the person who talked to them did not ask, but other construction sites in the City were being done with local labor. He doubts that certain positions in that construction are so specialized that they have to go out of State. Mr. Antalics believes this is a serious issue that should be looked into. Mr. Antalics turned to the subject of the pedestrian traffic lights at Fourth and New Streets and expressed his thanks for addressing the pedestrian traffic light issue at Fourth and New Streets that he spoke about at prior Council meetings.

4. PUBLIC COMMENT (on Ordinances and Resolutions to be voted on this evening - 5 Minute Time Limit)

None.

5. OLD BUSINESS

- A. Members of Council
- B. Tabled Items
- C. Unfinished Business

6. COMMUNICATIONS

A. *Director of Community and Economic Development - Redevelopment Assistance Capital Program - Bethlehem Parking Authority - Resolution*

The Clerk read a memorandum dated December 29, 2016 from Alicia Karner, Director of Community and Economic Development to which is attached a required Resolution for the administration of the Redevelopment Assistance Capital Program for the Bethlehem Parking Authority who was recently awarded a \$5,227,917 RACP grant to construct the Southside parking garage.

President Reynolds stated the Resolution can be placed on the February 7 agenda.

B. Legal Assistant – Records Destruction – Police Department

The Clerk read a memorandum dated January 5, 2017 from Erin Hefferan, Legal Assistant requesting Council to consider a Resolution for the Destruction of Records from the Police Department listed on the attached exhibit. Ms. Hefferan has reviewed the Municipal Records Retention Act and the records fall within categories where destruction is permitted.

President Reynolds stated the Resolution can be placed on the February 7 agenda.

C. Legal Assistant – Records Destruction – Office of Solicitor

The Clerk read a memorandum dated January 5, 2017 from Erin Hefferan, Legal Assistant requesting Council to consider a Resolution for the Destruction of Records from the Office of the Solicitor listed on the attached exhibit. Ms. Hefferan has reviewed the Municipal Records Retention act and the records fall within categories where destruction is permitted.

President Reynolds stated the Resolution can be placed on the February 7 agenda.

D. Director of Human Resources – Recommendation for Award – St. Luke’s University Health Network – DOT Drug and Alcohol Testing

The Clerk read a memorandum dated January 5, 2017 from Michelle Cichocki, Human Resources Director recommending a contract with St. Luke’s University Health Network for the Department of Transportation Drug and Alcohol Testing. The term of the contract is January 1 to December 31, 2017 and the fee for the contract is \$4,700.

President Reynolds stated Resolution 10 D is on the agenda.

E. Planning Director – Recommendation for Award – Allied Environmental Signage – Wayfinding Signage Program

The Clerk read a memorandum dated January 11, 2017 from Darlene Heller, Director of Planning and Zoning recommending a price increase in a contract with Allied Environmental Signage. The increase is due to adding 11 signs to the scope of Phase I of the Citywide Wayfinding Signage Program. The additional cost is \$22,200 bringing the contract of Phase I to \$76,100. The term of the contract is 120 calendar days for Phase I from the notice to proceed. .

President Reynolds stated Resolution 10 E is on the agenda.

F. Health Director – Amending Article 1161 – Health Nuisances

The Clerk read a memorandum dated January 12, 2017 from Kristen Wenrich, Health Director to which is attached an Ordinance to amend Article 1161 – Health Nuisances to restrict the planting of running bamboo in the City and require that a barrier be installed around already existing bamboo.

President Reynolds stated the Ordinance can be placed on the February 7 agenda.

- G. *Director of Community and Economic Development – Recommendation for Award – Greater Lehigh Valley Chamber of Commerce – Marketing Services*

The Clerk read a memorandum dated January 12, 2017 from Alicia Karner, Director of Community and Economic Development recommending a contract with the Greater Lehigh Valley Chamber of Commerce for marketing services. The term of the contract is January 1 through December 31, 2017. The fee for the contract is \$75,000.

President Reynolds stated Resolution 10 F is on the agenda.

- H. *Chief Building Inspector – Recommendation for Award – Community Champions – Community Champions Property Registry*

The Clerk read a memorandum dated January 12, 2017 from Craig Hynes, Chief Building Inspector recommending a contract with Community Champions to provide registration of foreclosed properties and indicate appropriate property manager for violations of applicable City Ordinances.

President Reynolds stated Resolution 10 G is on the agenda.

- I. *Council President – Establishing Climate Action Plan Policy Goals and Climate Change Working Group - Resolution*

The Clerk read a memorandum dated January 13, 2017 from J. William Reynolds, President of Council to which is attached a proposed resolution to establish Climate Action Plan policy goals and a Climate Change Working Group for the City of Bethlehem.

President Reynolds stated the Resolution can be listed on the February 7 agenda.

7. REPORTS

- A. *President of Council*

1. *Councilmanic Appointment – Lynn Fryman Rothman – Environmental Advisory Council*

President Reynolds reappointed Lynn Fryman Rothman to membership on the Environmental Advisory Council, effective until January, 2020. Mr. Waldron and Mr. Martell sponsored Resolution 2017-021 to confirm the reappointment.

President Reynolds thanked Ms. Rothman for her service. He highlighted that she is a regular at Council Meetings and has put a lot of energy and effort into the EAC. President Reynolds remarked he knows she is looking forward to serving another term.

Voting AYE: Mr. Evans, Mr. Martell, Ms. Negrón-Dipiní, Mr. Waldron, Mr. Callahan, Mr. Colón and Mr. Reynolds, 7.

Annual Report

President Reynolds presented his Annual Report for 2016, as follows:

City Council welcomed three new Members of Council - Mr. Michael Colón, Ms. Olga Negón-Dipini, and Mr. Shawn Martell.

In 2016 City Council moved three of its City Council meetings into the neighborhoods. The first off-site meeting took place on the south side in July at Broughal Middle School; the second meeting took place in west Bethlehem at Clearview Elementary School; and the third meeting took place in the most northern end of the City at East Hills Middle School.

City Council adopted 45 Ordinances and 241 Resolutions, and conducted 21 Committee meetings.

Some of the Ordinances adopted by City Council include:

- Revisions to Article 121 - Finance to include language authorizing the Purchasing Director and the City Controller to approve all requisitions and purchase orders and specifying authorization signatures.
- Council adopted an Ordinance that repealed the former Article 122- Municipal Purchasing Policy and replaced it with new Article 122 - Municipal Purchasing.
- Revisions were made to Article 941-Parks, to add definitions and specific regulations regarding designated parking areas, swimming areas, cooking fires, alcoholic beverages consumption, and use of generators.
- The Members of Council adopted an Ordinance to guarantee the Bethlehem Parking Authority Parking System Revenue Bond for the construction of the New Street garage in South Bethlehem, and approved the Ordinance to vacate a portion of Graham Place in connection with the New Street garage project.
- An Ordinance was adopted to consolidate the City's trash related regulations. The Ordinance established Article 1162 - Solid Waste Collection and Enforcement, and repealed Article 931-Preparation of Waste, Waste Containers and Placement of Containers, and Article 935-Municipal Waste Collection and Disposal.
- The City Council Member seat on the Environmental Advisory Council was returned to the EAC to provide the opportunity for a seventh member of the public to serve on the Council.
- Council adopted an Ordinance to establish Article 742 - Anti-Graffiti to address graffiti issues throughout the City.

- Seven streets were dedicated in the Lehigh Valley Industrial Park VII by Ordinance in September.
- Council amended Article 342 – Local Economic Revitalization Tax Assistance (LERTA) and adopted a Resolution to expand the LERTA boundaries to provide a tax incentive for residents and commercial property owners in a designated area on the north side of Bethlehem.
- City Council approved an Ordinance to repeal former Article 149-Blighted Property Review Committee and established new Article 149. The new Article streamlines and simplifies the process for declaring a property blighted.
- The consolidation of the Parks and Public Property Department initiated adoption of an Ordinance to amended Article 107 – Departments. The Ordinance removed Parks and Public Property as a City Department. A Bureau of Recreation was established and will be under the supervision of the Mayor. The Bureau of Parks Maintenance and the Bureau of Buildings Maintenance will be under the supervision of the Public Works Director and Deputy Director.
- The Administration recommended Council to adopt an Ordinance to amend Article 531-Parking Generally that provided requirements for front yard parking.
- In the area of Water and Sewer, a sewer rate increase was adopted.
- A Resolution in support of the Mayor’s Challenge to End Veteran Homelessness was adopted by City Council.
- Council approved a Resolution to execute a Fourth Amendatory Agreement by Silk Mill Apartments, L.P., Peron Silk Mill, L.P. and the Redevelopment Authority that authorized the Redevelopment Authority to enter into a disposition contract with the developer, Peron Silk Mill L.P.
- Inter-municipal Liquor License transfers were authorized by Resolution for Tailgaters Pub and Grill at 1313 Center Street, and for Adagio restaurant at 530 Pembroke Road.
- A Resolution was adopted approving a Contract for Sale between Peron Armory, L.P. and the Redevelopment Authority for the redevelopment of the Bethlehem Armory located at 301 Prospect Avenue.
- City Council amended Rule 3A of the Rules of Council and moved the Second Public Comment from the end of the Council meeting to the beginning of the Council meetings to provide relief to the public. This referenced Public Comment period is for anyone to speak on any matter not being voted on by City Council at the respective meeting.

- Resolutions in support of grant applications were approved for various grants such as a Multimodal Transportation Fund grant for a comprehensive pedestrian and vehicular Wayfinding Program; a Highway Safety Project grant in support of the DUI Program; a Keystone Communities grant to develop a blight remediation plan, to name a few.
- Authorization was given for 27 Use Permit Agreements throughout the year for special events in the City. Some new events to highlight were the Mount Airy Neighborhood Association Farmers Market at the Rose Garden, Festa Italiana on Main Street in downtown Bethlehem, and Step Outdoors Lehigh Valley and Sangria Fest that took place at SteelStacks.
- The adoption of the 2017 Budget was finalized at the City Council Meeting on Tuesday, December 20, 2016, and set a real estate tax of 17.15 mills for City of Bethlehem residents of Northampton County and 5.42 mills for City of Bethlehem residents of Lehigh County, reflecting a 0% increase from the 2016 tax rate.

President Reynolds stated he would like to take this opportunity to thank his colleagues for their time and cooperation in 2016. He looks forward to continue serving the Members of Council, the Administration, City employees, and the residents of the City of Bethlehem during 2017.

B. Mayor

1. Administrative Order – Greg Solderitch – Board of the Bethlehem Housing Authority

David Brong, Business Administrator, read Mayor Donchez' appointment of Greg Solderitch to membership on the Board of the Bethlehem Housing Authority effective through January, 2022. Mr. Waldron and Mr. Martell sponsored Resolution No. 2017-022 to confirm the appointment.

Voting AYE: Mr. Colón, Mr. Evans, Mr. Martell, Ms. Negrón-Dipini, Mr. Waldron, Mr. Callahan and Mr. Reynolds, 7.

2. Administrative Order – Derrick Clark – Board of Historical and Architectural Review

David Brong, Business Administrator, read Mayor Donchez' appointment of Derrick Clark to membership on the Board of Historical and Architectural Review replacing Nancy Shelly, effective through January, 2022. Mr. Waldron and Mr. Martell sponsored Resolution No. 2017-023 to confirm the appointment.

Voting AYE: Mr. Colón, Mr. Evans, Mr. Martell, Ms. Negrón-Dipini, Mr. Waldron, Mr. Callahan and Mr. Reynolds, 7.

C. *Finance Committee Meeting Announcement*

Chairman Callahan announced that the Finance Committee met on Tuesday, January 10, 2017 in Town Hall at 6:00 pm. The Committee recommended that City Council approve an Ordinance for the following: Bond Issue – 2017 Non-Utility Capital Project; 2017 Sewer Capital Projects; Debt Refinancing. The First Reading of the Bond Ordinance is anticipated to be on Tuesday, February 7, 2017.

D. *Parks and Public Property Committee Meeting Announcement*

Chairman Evans announced that the Parks and Public Property Committee met tonight, Tuesday, January 17, 2017 at 6:30 pm in Town Hall and that two agenda items were considered. The first was that the Committee recommended that Council adopt a Resolution of the change of real estate from the Bethlehem Parking Authority to the City and from the City to the Bethlehem Parking Authority as a part of the development plan for the new Parking Garage at New Street and Graham Place. The second agenda item was that the Committee discussed the Parks and Public Property Committee in light of the City Parks and Public Property now falling under the purview of the Public Works Department. The Committee recommended to modify the name of the Committee from Parks and Public Property to Parks and Recreation and to move the responsibilities of City property and buildings from that Committee to the Public Works Committee.

8. ORDINANCES FOR FINAL READING

None.

9. NEW ORDINANCES

None.

10. RESOLUTIONS

A. *Street Renaming – Gilchrist Drive Cul-de-sac – Maloney Circle*

Mr. Waldron and Mr. Martell sponsored Resolution 2017-024 that authorized that the circle at the southeast end of Gilchrist Drive, situation in the LVIP VII in the City of Bethlehem, is hereby renamed “Maloney Circle” and the property currently identified at 1019 Gilchrist Drive, Bethlehem, Northampton County Pennsylvania at Parcel ID # P7 22 2-4C-4 0204, shall hereby have the address of 1000 Maloney Circle. The remainder of Gilchrist Drive shall continue to be identified as Gilchrist Drive, and no other property owners addresses will be affected or changed hereby.

President Reynolds noted that this came as a request from the Administration.

Voting AYE: Mr. Colón, Mr. Evans, Mr. Martell, Ms. Negrón-Dipiní, Mr. Waldron, Mr. Callahan and Mr. Reynolds, 7.

B. Authorizing Exchange of Real Estate – City of Bethlehem – Bethlehem Parking Authority

Mr. Waldron and Mr. Martell sponsored Resolution 2017-025 that authorized the change of property proposed between the City of Bethlehem and the Bethlehem Parking Authority for two parcels of land.

Voting AYE: Mr. Colón, Mr. Evans, Mr. Martell, Ms. Negrón-Dipiní, Mr. Waldron, Mr. Callahan and Mr. Reynolds, 7.

C. Approving Redevelopment Assistance Capital Grant Program Application – Ben Franklin Technology Partners

Mr. Waldron and Mr. Martell sponsored Resolution 2017-026 that authorized and directed to execute all application forms necessary to apply for the \$1.5 million grant which will be passed through the City of Bethlehem to (BFTP) Ben Franklin Technology Partners for the purpose of their expansion.

President Reynolds related this is good news. Many good things have come from Ben Franklin Technology Partners and when he saw this in the newspaper he immediately thought this was good news.

Voting AYE: Mr. Colón, Mr. Evans, Mr. Martell, Ms. Negrón-Dipiní, Mr. Waldron, Mr. Callahan and Mr. Reynolds, 7.

D. Approving Contract – St. Luke’s University Health Network

Mr. Waldron and Mr. Martell sponsored Resolution 2017-027 that authorized a contract with St. Luke’s University Health Network for the Department of Transportation Drug and Alcohol Testing.

Voting AYE: Mr. Colón, Mr. Evans, Mr. Martell, Ms. Negrón-Dipiní, Mr. Waldron, Mr. Callahan and Mr. Reynolds, 7.

E. Approving Contract – Allied Environmental Signage

Mr. Waldron and Mr. Martell sponsored Resolution 2017-028 that authorized to execute an amendment to the contract with Allied Environmental Signage for the cost of the additional 11 signs for the Phase I of the Citywide Wayfinding Signage Program.

Mr. Martell mentioned this is not actually an addition but just moving Phase II into Phase I, moving this up in the timeline.

Darlene Heller, Director of Planning and Zoning noted there are actually going to be many Phases. This is really to spend off the balance of the Northampton County Gaming Grant that we contracted for in Phase I and because the bids came in lower than anticipated we had some balance with the grant fund. We are spending those dollars now with these additional signs. We do have other funds and we will come back with a full Phase II to cover that.

Mr. Martell stated the price of the increase here is totally from the Northampton County Gaming grant.

Ms. Heller replied that is correct.

Mr. Martell added that he has stated multiple times that this is a great project and he is happy to see it moving forward.

Mr. Evans then mentioned the timing and asked when we will see these signs begin to make the way onto the streets.

Ms. Heller informed we are in the phase now of logistically figuring out specifically where each sign will go and having prototypes created. She advised it is much more detailed than she had anticipated. We are working through that and we expect that we probably will have prototypes in mid-February. Ms. Heller informed she believes the utilities signed off and things are nearing completion so we should be able to move ahead in the Spring with actual installation.

President Reynolds added it is good to see this moving forward and he appreciates the work the Administration has done on this project. He pointed out that he is not surprised that the work is detailed and noted that Ms. Heller will certainly get feedback after the signs are installed.

Ms. Heller expressed thanks to Mike Emili in the Public Works department and noted he has been handling a lot of the details on this project.

Voting AYE: Mr. Colón, Mr. Evans, Mr. Martell, Ms. Negrón-Dipini, Mr. Waldron, Mr. Callahan and Mr. Reynolds, 7.

F. Approving Contract – Greater Lehigh Valley Chamber of Commerce

Mr. Waldron and Mr. Martell sponsored Resolution 2017-029 that authorized to execute a contract with the Grater Lehigh Valley Chamber of Commerce for marketing services.

Voting AYE: Mr. Colón, Mr. Evans, Mr. Martell, Ms. Negrón-Dipini, Mr. Waldron, Mr. Callahan and Mr. Reynolds, 7.

G. Approving Contract – Community Champions

Mr. Waldron and Mr. Martell sponsored Resolution 2017-030 that authorized to execute a contract with Community Champions to provide registration of foreclosed properties and indicate an appropriate property manager for violations of applicable City Ordinances.

President Reynolds asked for an explanation on what this is and for more detail on how this is going to work.

Alicia Karner, Director of Community and Economic Development advised this is not a new program. This is something that Council had passed in an Ordinance a few years ago. She added that Community Champions is really the only one that fits the bill on collecting. We did search for other companies that provide a similar service and could not identify any. Ms. Karner pointed out it is a bit of an odd contract. We are not paying them, rather they are giving us money back for allowing them to seek out and identify those properties that are moving into foreclosure to register them to ensure that we have a property manager nearby. We are always trying to feed more properties to them because the more information we get to them the more they collect on our behalf, which is not always as easy as it sounds. Ms. Karner added they have been a good partner, so we certainly want to make sure we have a good working relationship with them.

President Reynolds was going to ask the question of whether we were happy with the work they have done so far.

Ms. Karner stated yes. Although they do not catch everything, it is very hard to catch everything, but you can see the revenue has increased. We did not have the revenue numbers for the month of December when we compiled these numbers for 2016. She does not believe that they are just sitting back and letting things happen. Ms. Karner thinks they are continuing to pursue, particularly the foreclosures.

Voting AYE: Mr. Colón, Mr. Evans, Mr. Martell, Ms. Negrón-Dipiní, Mr. Waldron, Mr. Callahan and Mr. Reynolds, 7.

Motion – Considering Resolutions 10 H through 10 J as a Group – Certificates of Appropriateness

Mr. Callahan and Ms. Negrón-Dipiní moved to consider Resolutions 10 H through 10 J as a group.

Voting AYE: Mr. Colón, Mr. Evans, Mr. Martell, Ms. Negrón-Dipiní, Mr. Waldron, Mr. Callahan, and Mr. Reynolds, 7. The Motion passed.

H. Certificate of Appropriateness – 453 Main Street

Mr. Waldron and Ms. Negrón-Dipiní sponsored Resolution 2017-031 that granted a Certificate of Appropriateness to replace the front door with ADA code compliant entry, install new windows, storefront frames on the rear wall and a skylight at 453 Main Street.

I. Certificate of Appropriateness – 402 High Street

Mr. Waldron and Ms. Negrón-Dipiní sponsored Resolution 2017-032 that granted a Certificate of Appropriateness to install approximately twenty-five (25) storm windows at 402 High Street.

J. *Certificate of Appropriateness – 238 East Market Street*

Mr. Waldron and Ms. Negrón-Dipiní sponsored Resolution 2017-033 that granted a Certificate of Appropriateness to re-roof the main house at 238 East Market Street.

Voting AYE on Resolutions 10 H through 10 J: Mr. Colón, Mr. Evans, Mr. Martell, Ms. Negrón-Dipiní, Mr. Waldron, Mr. Callahan, and Mr. Reynolds, 7. The Resolutions passed.

11. NEW BUSINESS

None.

12. ADJOURNMENT

The meeting was adjourned at 7:40 p.m.

ATTEST:

City Clerk