

Dino Cantelmi – Vice Chairman
Lynn Cunningham – Treasurer
Eugene Gonzalez – Secretary
Billy Kounoupis – Assistant Secretary / Treasurer
Mark Jobes - Member
Steve Fernstrom – Executive Director
Paige Van Wirt – City Liaison

Jim Broughal – BPA Solicitor

BETHLEHEM PARKING AUTHORITY BOARD OF DIRECTORS MINUTES

A virtual meeting of the Bethlehem Parking Authority Board was held on February 24, 2021 at 4:00 p.m.

The following were in attendance:

Dino Cantelmi – Vice Chairman
Lynn Cunningham – Treasurer
Eugene Gonzalez – Secretary
Mark Jobes - Member
Jim Broughal - Solicitor
Steve Fernstrom – Executive Director
Luz Vega – RPP/HP Coordinator
Carol Wladika – Staff Accountant

Mr. Dino Cantelmi, the Vice Chairman of the Board called the February 24, 2021 meeting of the Bethlehem Parking Authority to order.

MINUTES

Mr. Dino Cantelmi asked the Board for a motion to approve the Minutes for the December 9, 2020 meeting. Ms. Lynn Cunningham made a motion to approve the Minutes and Mr. Eugene Gonzalez seconds the motion. Motion passed unanimously.

COURTESY OF THE FLOOR

None

DIRECTOR'S REPORT

NONE

SOLICITOR'S REPORT

PMRS Pension Plan Changes

Resolution to approve pension plan changes and a new contract between the Bethlehem Parking Authority and PMRS which closes the pension plan to all new employees as of 2018.

Attorney Broughal asked for a motion to approve the Resolution and to authorize the Chairman and Secretary to sign. Ms. Lynn Cunningham made a motion to approve the Resolution and to authorize the Chairman and Secretary to sign. Mr. Eugene Gonzalez second the motion. Motion passed unanimously.

32 W. Market Easement

Attorney Broughal explained, in the rear of the property of 32 W. Market Street and along with other properties on this stretch, the Walnut Street Garage was built. At the courthouse there is a file and that indicates there was a settlement of the litigation which ended up with a lease between the then owners of 32 W. Market Street and the Bethlehem Parking Authority. The lease was for 99 years. It also says the lease is attached to the litigation. No lease was found in the records of the courthouse nor the archives of the Bethlehem Parking Authority. The current owners desire to sell the property and are requesting the easement.

Attorney Broughal asked for a motion to approve the Grant of Easement and the execution by the Chairman and the Secretary. Ms. Lynn Cunningham made a motion to approve the Grant of Easement and the execution by the Chairman and the Secretary. Mr. Eugene Gonzalez second the motion. Motion passed unanimously.

Polk Street Unit 1 Agreement Sale

Attorney Broughal explained the Agreement of Sale was for the Peron group in regard to the parcel of land in front of the projected Polk Street Garage. Notwithstanding anything to the contrary herein, Seller may terminate this Agreement upon 30 days written notice to the Buyer at any time after the third anniversary of the effective date if, at such time, the Seller has affirmatively terminated or abandoned the planned construction of the parking garage on the lot adjacent to the property. Seller's Termination Right if for any reason the Polk Street Garage cannot be built.

Attorney Broughal asked for a motion to approve the Agreement of Sale and to authorize the Chairman and Secretary to execute. Ms. Lynn Cunningham made a motion to approve the Agreement of Sale to authorize the Chairman and Secretary to execute. Mr. Mark Jobes seconds the motion. Motion passed unanimously.

Northampton County Area Community College Memorandum of Understanding

Attorney Broughal explained the original MOU with NCC to allow NCC to park in the Polk Street Lot free of charge until the Polk St Garage was built. Seeing as the garage paused for the moment, the MOU will

be extended until March 31, 2021 and will be a permit lot after. This MOU is extending the NCC MOU until 3/31/2021

Attorney Broughal asked for a motion to approve the First Addendum to Memorandum of Understanding and authorize the Chairman and Secretary to sign. Mr. Mark Jobes asked if they had insurance and why until March 31, 2021? Attorney Broughal stated the insurance is part of the agreement and Mr. Steve Fernstrom stated the College had chosen the date of March 31, 2021. Ms. Lynn Cuning made a motion and Mr. Mark Jobes seconds the motion. Motion passed unanimously.

FINANCIAL REPORT

Mr. Chris Betley of Buckno & Lisicky reported we ended the year with \$6.2 million in revenue. Expenses end of year was \$5,712,533 putting us at a net of \$546,295. After the City of Bethlehem contributions of \$500,000, we ended the year with a net of \$46,000.00.

Mr. Dino Cantelmi asked for a motion to approve the Financial Report. Mr. Eugene Gonzalez made a motion and Mr. Mark Jobes second the motion. Motion passed unanimously.

OLD BUSINESS

2021 Budget

Signed contract for new gated system in the North Street Garage.

Enforcement and Permitting Software
Plan of being released in April of this year.

NEW BUSINESS

Ratification of Prior Actions

On December 18, 2020 an email was sent out to the Board asking for any objections to an updated proposal to the Walnut Street Garage feasibility study. The updated proposal included the Gibbs Group Downtown Study at the request of the administration. The study added an additional \$52,250.00. There were no objections from the Board.

Mr. Dino Cantelmi asked for a motion for the Ratification of Prior Actions. Ms. Lynn Cunningham made a motion to approve the Ratification of Prior Actions. Mr. Eugene Gonzalez second the motion. Motion passed unanimously.

Walnut Street Garage Emergency Repairs

Mr. Fernstrom stated that each year we operate the Walnut Street Garage, we will need to continue to complete repairs to it. An RPF was put out requesting engineering firms to submit their cost for the repairs. Four submissions were received, and one missed the deadline. Desman Associates had the lowest cost and added the best value to the Bethlehem Parking Authority. Desman Associates proposal for two years at an estimate cost of \$800,000 with administration cost of \$58,500 not to exceed \$3,500

for out-of-pocket expenses. Mr. Mark Jobes inquired as to why we would keep putting money into the Walnut Street Garage if the result would be to rebuild. Attorney Jim Broughal said if the emergency repairs are not done, the garage would need to be shut down and we could be held liable if we do not complete any repairs.

Mr. Dino Cantelmi asked for a motion to approve the Walnut Street Garage Emergency Repairs. Ms. Lynn Cunningham made a motion to approve the Walnut Street Garage Emergency Repairs. Mr. Eugene Gonzalez second the motion. Motion passed unanimously.

ADJOURNMENT

Mr. Dino Cantelmi asked the Board for a motion to adjourn. Mr. Lynn Cunningham made a motion to adjourn the meeting and Mr. Eugene Gonzalez second the motion. Motion passed unanimously.