

Thursday, January 5, 2023 9:30 a.m.

The Lebanon County Commissioners convened today, all members present. Commissioner Phillips presiding.

The meeting opened with Observance of a Moment of Silence and the Pledge to the Flag.

The Commissioners asked for public comment and no comment(s) were heard.

The Board of County Commissioners convened today to reorganize for the year 2023. All members present.

On motion of Comm. Kuhn, seconded by Comm. Litz, to elect Comm. Phillips Chairman of the Board. Vote unanimous.

On motion of Comm. Litz, seconded by Comm. Phillips, to elect Comm. Kuhn Vice-Chairman of the Board. Vote unanimous.

On motion of Comm. Kuhn, seconded by Comm. Phillips, to elect Comm. Litz Secretary of the Board. Vote unanimous.

On motion of Comm. Litz, seconded by Comm. Kuhn, to appoint Jamie A. Wolgemuth as Chief Clerk-County Administrator to the Board of County Commissioners for the year 2023. Vote unanimous.

On motion of Comm. Kuhn, seconded by Comm. Litz, to appoint David Warner Jr. as Solicitor to the Board of County Commissioners for the year 2023. Vote unanimous.

On motion of Comm. Litz, seconded by Comm. Kuhn, to reappoint all employees on the County payroll to their respective positions, effective December 25, 2022. Vote unanimous.

On motion of Comm. Kuhn, seconded by Comm. Litz, to approve the following schedule for meetings of the Board of Commissioners for the year 2023: Notice to be posted and advertised in accordance with the law. Vote unanimous.

PUBLIC NOTICE

The Lebanon County Commissioners will hold regularly scheduled meetings to transact county business on the following days for the Year 2023. If a holiday falls on Thursday, then the meeting will be held on the preceding Wednesday. In the event the holiday falls on a Wednesday, there will be only one meeting held this week on Thursday following the Wednesday holiday.

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- Every first and third Thursday on the following dates in Room 207 of the Municipal Building, Lebanon, Pennsylvania beginning at 9:30 a.m. and continuing until all business is transacted.

January 5 (re-organize)	July 6
January 19	July 20
February 2	August 3
February 16	August 17
March 2	September 7
March 16	September 21
April 6	October 5
April 20	October 19
May 4	November 2
May 18	November 16
June 1	December 7
June 15	December 21
	December 28*

- The Commissioners will meet on Wednesday, beginning at 1:30 p.m. in Room 207 of the Municipal Building for the purpose of work sessions dealing with county government functions.
- * A special meeting will be held Thursday, December 28, 2023, for the purpose of adopting the 2024 general fund budget.

Individuals, committees, or groups wishing to meet with Board of Commissioners are requested to call the office at 717-228-4427 prior to the date of the meeting to arrange for an appointment. Meetings arranged by appointment will be given priority to avoid unnecessary delay.

The Lebanon County Salary Board will meet during the regularly scheduled meeting of the County Commissioners in Room 207 of the Municipal Building, Lebanon, Pennsylvania

BOARD OF COUNTY COMMISSIONERS
Robert J. Phillips, Chairman
Michael J. Kuhn, Vice Chairman
Jo Ellen Litz, Secretary

Attest: *Jamie A. Wolgemuth*
Chief Clerk-County Administrator

It was moved by Comm. Litz, seconded by Comm. Kuhn, to assign Commissioners as liaisons to the following departments for the year 2023. Vote unanimous.

Robert J. Phillips

Community Action Partnership
Commission on Drug & Alcohol Abuse
Department of Emergency Services
Elections
Expo Center
Penn State Cooperative Extension
Information Technology Services
City of Lebanon

Michael J. Kuhn

Lebanon Valley Destination Marketing Organization
United Way
Economic Development Corp
Area Agency on Aging
Housing & Redevelopment Authority
Lebanon Transit
Mental Health/Intellectual Disabilities/Early Intervention
Renova Center
Children & Youth

Jo Ellen Litz

Assessment
Conservation District
Geographical Information Systems
Planning
Commission for Women
Veterans Affairs
South Central Workforce Investment Board
Building & Grounds
Chamber of Commerce

It was moved by Comm. Kuhn, seconded by Comm. Litz, upon the recommendation of County Treasurer Neuin to approve Depository Banks for 2023 as follows: Vote unanimous.

DEPOSITORY BANKS FOR 2023

LEB CO COMM DOMESTIC RELATIONS TITLE IV-D
LEB CO COMM DOMESTIC RELATIONS INCENTIVE
LEB CO COMM FINES, COSTS & RESTITUTION
LEB CO COMM SWEEP ACCOUNT

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LEB CO COMM GENERAL FUND
LEB CO COMM GENERAL FUND MONEY MARKET ACCT
LEB CO COMM CHILDREN & YOUTH
LEB CO COMM INDEPENDENT LIVING GRANT (C&Y)
LEB CO COMM OFFENDER SUPERVISION FUND
LEB CO CRIME VICTIM ACT 96 STATE GRANT
LEB CO CRIME VICTIM VOCA FEDERAL GRANT
LEB CO EMPLOYEES RETIREMENT FUND
LEB CO CAPP DEVELOPMENT FUND
LEB CO CAPP EMERGENCY FOOD & SHELTER PROGRAM
LEB CO CAPP PLANNING GRANT
LEB CO CAPP SUPPORTED WORK PROGRAM
LEB CO CAPP HOUSING ASSISTANCE PROGRAM
LEB CO CAPP CLIENT FEES BRIDGE HOUSE GRANT
LEB CO CAPP COMMUNITY SERVICE BLOCK GRANT
LEB CO CAPP CRISIS INTERVENTION
LEB CO CAPP MEDICAL ASSISTANCE TRANSPORTATION PROGRAM
LEB CO CAPP SUPPORTIVE HOUSING
LEB CO PA LICENSE FEES
LEB CO ROW AUTOMATION FUND
SUBDIVISION BOND ACCOUNT (PLANNING)
LEB CO SEWAGE-DLA (PLANNING)
LEB CO TAX CLAIM BUREAU SALES
LEB CO CITY TAX REVENUE
RAILS TO TRAILS/LVRT ACQUISITION
WILHELM LVRT MAINTENANCE PROJECT
LEB CO COMM JUVENILE GRANT IN AID
CAP ERAP
LEB CO COMM 2021 BOND ISSUE
AMERICAN RESCUE
ANNVILLE TOWNSHIP
CLEONA BORO
CORNWALL BORO
EAST HANOVER TOWNSHIP
HEIDELBURG TOWNSHIP
JACKSON TOWNSHIP
JONESTOWN BORO
NORTH CORNWALL TOWNSHIP
NORTH LONDONDERRY TOWNSHIP
NORTH LEBANON TOWNSHIP
PALMYRA BORO
RICHLAND BORO
SOUTH ANNVILLE TOWNSHIP
SOUTH LEBANON TOWNSHIP

SOUTH LONDONDERRY TOWNSHIP
SWATARA TOWNSHIP
UNION TOWNSHIP
WEST CORNWALL TOWNSHIP
WEST LEBANON TOWNSHIP
MYERTOWN BORO

JONESTOWN BANK & TRUST

LEB CO GENERAL FUND
LEB CO RENOVATION CENTER
LEB CO RENOVATION CENTER SPEC GIFT

FULTON

AREA AGENCY ON AGING
AREA AGENCY ON AGING CONG FEED
LEB CO COMM PAYROLL ACCOUNT
LEB CO GENERAL FUND MONEY MARKET
LEB CO LIQUID FUELS TAX FUND
LEB CO COMM INDUSTRIAL DEVELOPMENT
LEB CO ACT 44 BRIDGE
LEB CO COMM ACT 89 TRANSPORTATION
LEB CO COMM 2009 GOB
LEB CO COMM 2017 GOG
LEB CO COMM HOTEL TAX COUNTY SHARE
LEB CO COMM PARK & RECREATION FEES
LEB CO RECORD IMPROVEMENT COUNTY FUND
LEB CO MH/ID/EI
PLANNING-LEBO

FIRST NATIONAL BANK

LEB CO COMM ACT 13
LEB CO COMM ACT 13 TRANSPORTATION
LEB CO COMM CAPITAL IMPROVEMENT FUND
LEB CO COMM GENERAL FUND
LEB CO COMM GENERAL FUND INVESTMENT ACCOUNT

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LEB CO COMM EMA HAZ-MAT 165
LEB CO COMM EMA RERF-TMI
LEB CO COMM E911 PROGRAM - ACT 12
LEB CO COMM DRUG & ALCOHOL
LEB CO COMM MANAGED CARE INITIATIVE
LEB CO COMM MH/ID/EI – HUMAN SERVICE BLOCK GRANT (HSBG)
LEB CO COMM LAND PRESERVATION
LEB CO COMM RECORD IMPROVEMENT (ROD)
WEST LEBANON-LEBANON CITY SCHOOL DISTRICT
LEB CO COMM HOTEL TAX
LEB CO COMM 2021 BOND MM

NORTHWEST BANK

LEB CO COMM SHERIFF'S OFFICE

PA LOCAL GOVERNMENT INVESTMENT TRUST (PLGIT)

LEB CO COMM GENERAL FUND
LEB CO COMM PAYROLL FUND
LEB CO COMM TAX CLAIM BUREAU
LEB CO COMM DRUG & ALCOHOL PROGRAM
LEB CO COMM MENTAL HEALTH/RETARDATION FUND
LEB CO COMM RENOVA CENTER

At 9:37 a.m., the Commissioners sat as the Salary Board to organize for the year 2023.

At 9:41 a.m., the Commissioners sat as the County Board of Assessment Revision of Taxes to organize for the year 2023.

At 9:44 a.m., the Commissioners sat as the County Board of Elections/Registration Commission to organize for the year 2023.

At 9:46 a.m., the County Commissioners reconvened their regular meeting.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the minutes from the December 22, 2022 Commissioners meeting. Vote unanimous.

Sallie Neuin, Lebanon County Treasurer, met with the Commissioners to present the weekly Treasurer's report for consideration.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Treasurer's report as read with expenditures in the amount of \$2,524,032.02, subject to audit. The gross payroll is in the amount of \$1,056,861.94. Vote unanimous.

Michelle Snavely, Director of the Lebanon County Human Resources Department, met with the Commissioners to present personnel transactions for consideration.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Denise Weaver, Fiscal Technician, Children and Youth Services, effective January 10, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Owen E. Hanna, Law Clerk (C), Courts, effective January 17, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Charles J. Neubauer, Court Officer, Courts, effective December 31, 2022. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Jeffrey R. Sky, Operations Chief Officer 1, Department of Emergency Services, effective December 29, 2022. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Tyler J. Wolferd, Full-Time Telecommunicator, Department of Emergency Services, effective January 10, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Joseph E. West, Secretary D, District Attorney's Office, effective December 30, 2022. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the termination of Dakota G. Ditzler, Full-Time Correctional Officer, Correctional Facility, effective December 18, 2022. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Ann L. Daubert, Casual Part-Time Office Support 1, Voter Registration, effective December 24, 2022. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the promotion of Joseph N. Lightfoot, Caseworker 1 to Caseworker 2 in Children & Youth Services, effective January 8, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the change of status of Jeremy D. Wenrich, Full-Time Telecommunicator to Casual Part-Time Telecommunicator in the Department of Emergency Services, effective January 15, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Morgan P. Ernst, Caseworker 1 in Children and Youth Services, effective January 17, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Tara R. Quiroga, Caseworker 1 in Children and Youth Services, effective January 9, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of John J. Cikovic III, Casual Part-Time Operations Technician in the Department of Emergency Services, effective January 9, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Ashley N. Dunkleberger, Full-Time Correctional Officer at the Correctional Facility, effective January 9, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Bradly A. Eisenhauer, Full-Time Correctional Officer at the Correctional Facility, effective January 9, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Todd A. Gladwell, Full-Time Correctional Officer at the Correctional Facility, effective January 9, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Kory D. Greeninger, Full-Time Correctional Officer at the Correctional Facility, effective January 9, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Andrew W. Hendricks, Full-Time Correctional Officer at the Correctional Facility, effective January 9, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Tyler M. Peiffer, Full-Time Correctional Officer at the Correctional Facility, effective January 9, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Austin M. Sparre, Full-Time Correctional Officer at the Correctional Facility, effective January 9, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Devin E. Unangst, Full-Time Correctional Officer at the Correctional Facility, effective January 9, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of James M. Wallander, Full-Time Correctional Officer at the Correctional Facility, effective January 9, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Ahmed M. Nasr, Casual Part-Time Correctional Officer at the Correctional Facility, effective January 9, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Enver V. Estrella, Part-Time Court Clerk in the Prothonotary's Office, effective January 9, 2023. Vote unanimous.

Jamie Wolgemuth, Chief Clerk/County Administrator of the Commissioner's Office, presented the following items for consideration.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to appoint Jan Morrissey and Emmily Longenecker to the Advisory Board for the Destination Marketing Organization. Their terms will expire December 31, 2025. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve exemption of real estate taxes on the properties listed below. This exemption is granted based on information received from the Pennsylvania State Veterans' Commission for Real Estate Tax Exemption: Vote unanimous.

Roger Hostetter
343 East Main Street
Annville, PA

Ronald Kaczmarek
215 West Jackson Avenue
Myerstown, PA

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the 2022-2023 PCoRP Loss Prevention Grant Application in the amount of \$3,990.00 for two (2) pairs of Generated Low Output Voltage Emitter (GLOVE) for the Lebanon County Correctional Facility. The G.L.O.V.E allows for a low voltage to be emitted from the glove to the inmate in aiding in compliance, reducing the propensity for injury to staff as well as the inmate. Vote unanimous.

At 10:00 a.m., the Commissioners recessed for Election Board Meeting.

At 10:27 a.m., the Commissioners reconvened the regular meeting.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to adjourn the meeting.

Attest:

Chief Clerk/County Administrator

Chairman

Thursday, January 19, 2023 9:30

a.m.

The Lebanon County Commissioners convened today, all members present. Commissioner Phillips presiding.

The meeting opened with Observance of a Moment of Silence and the Pledge to the Flag.

The Commissioners asked for public comment and no comment(s) were heard.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the minutes from the January 5, 2023 Commissioners meeting. Vote unanimous.

Sallie Neuin, Lebanon County Treasurer, met with the Commissioners to present the weekly Treasurer's report for consideration.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Treasurer's report as read with expenditures in the amount of \$3,127,766.12, subject to audit. The gross payroll is in the amount of \$1,124,594.98. Vote unanimous.

Michelle Snavely, Director of the Lebanon County Human Resources Department, met with the Commissioners to present personnel transactions for consideration.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Joseph N. Lightfoot, Caseworker 2, Children and Youth Services, effective January 23, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the termination of Daniel J. Connolly, Full-Time Correctional Officer, Correctional Facility, effective October 18, 2022. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Brian M. Wenrich, Full-Time Correctional Officer, Correctional Facility, effective January 11, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Adrian J. Lopez, Full-Time Correctional Officer, Correctional Facility, effective January 17, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Limarie E. Diaz, Full-Time Correctional Officer, Correctional Facility, effective January 27, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Nicole M. Montilla, Casual Part-Time Correctional Officer, Correctional Facility, effective January 1, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the rescind acceptance offer of employment of Enver V. Estrella, Part-Time Court Clerk, Prothonotary, effective January 9, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Jan R. Fryer, General Clerk C, Prothonotary, effective January 27, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the termination of Lisa Frank, Full-Time Developmental Assistant (2nd Shift), Renova, effective January 14, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the promotion of Abigail K. Zeisloft, Caseworker 1 to Caseworker 2 in Children & Youth Services, effective January 22, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the transfer of Carmela F. Friend, Caseworker 1 in Children & Youth Services to Aging Care Manager 1 at Area Agency on Aging, effective January 23, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the transfer of Kris Mehler, Corporal to Sergeant at the Correctional Facility, effective January 22, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve a request from Lebanon County Sheriff, Jeffrie Marley Jr. to create an additional Casual Part-time Deputy Sheriff Position at a grade 10 on the Non-union salary chart, effective January 22, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Kimberly A. Snyder, Caseworker 1 in Children and Youth Services, effective January 23, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Yanice L. Bailey, Caseworker 1 in Children and Youth Services, effective January 30, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Amanda L. Myers, Office Support 1 at the Correctional Facility, effective January 23, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Karlyna Kemery, Full-Time Telecommunicator in the Department of Emergency Services, effective January 23, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Samantha A. McCarrick, Full-Time Telecommunicator in the Department of Emergency Services, effective January 23, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Jordyn G. Morris, Full-Time Telecommunicator in the Department of Emergency Services, effective January 23, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Colby J. Johnson, Full-Time Telecommunicator in the Department of Emergency Services, effective January 23, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Jeannette L. Martinez, Office Support 2 in Domestic Relations, effective January 30, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Ian M. Murhon, Probation Officer 1 at Probation Services, effective January 23, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Cassandra J. Miller, Casual Call Developmental Assistant at Renova, effective January 23, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Stacey C. Steiner, Casual Part-Time Deputy Sheriff in the Sheriff's Office, effective January 25, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Mathew E. Lucky, Casual Part-Time Deputy Sheriff in the Sheriff's Office, effective January 23, 2023. Vote unanimous.

At 9:44 a.m., the Commissioners sat as the County Board of Elections

At 9:46 a.m., the County Commissioners reconvened their regular meeting.

Dan Lyons, Program Director from the Lebanon County Redevelopment Authority met with Commissioners to present the Pennsylvania Department of Community & Economic Development's Whole-Home Repairs Program. The ARPA funded Whole-Home Repairs Program

is a new housing rehab program for county-wide agencies to address habitability and safety concerns as well as improve energy and water efficiency and make units accessible for persons with disabilities and Lebanon County's allocation amount is \$1,197,354.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve Resolution 1-19-2023 authorizing the Redevelopment Authority to submit an application to the Pennsylvania Department of Community and Economic Development for The Whole-Home Repairs Program for the ARPA-funded allocation of \$1,197,354. Vote unanimous.

Department of Emergency Services Director, Bob Dowd met with Commissioners to present Change Orders for the new 911 Center, MCM Contract for Hazard Mitigation Plan Update, Capital Area Communications Contract, and the Pennsylvania State Radio Sharing Agreement.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Department of Emergency Services 911 Building Change Orders. Change Order # 4, total GC Change Order is \$72,343 as follows: Vote unanimous.

GC COR #10 in the amount of \$53,947 for storm sewer changes
GC COR #12 credit in the amount of \$1,488 for unused items for front decorative wall
GC COR #15 in the amount of \$6,872 for grading and piping for final design of parking lots
GC COR #18 in the amount of \$8,025 for revised building signage
GC COR #19 in the amount of \$4,987 for added blocking wood for a better roofing material attachment point.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the Professional Services Agreement with MCM Consulting Group, Inc. in the amount of \$96,788.50 for the updated 2023 Hazard Mitigation Plan. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Radio System Maintenance Contract between the Department of Emergency Services and Capital Area Communications in the amount of \$39,600. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the Interoperability and Site Sharing Agreement between the Commonwealth of Pennsylvania, acting by and through the Pennsylvania State Police and the County of Lebanon, throughout the Commonwealth, known as the Statewide Radio Network or "PA STARNet", which includes county and municipal agencies serving dispatch and mobile voice and data communications for public safety and emergency response. Vote unanimous.

Jamie Wolgemuth, Chief Clerk/County Administrator of the Commissioner's Office, presented the following items for consideration.

It was moved by Commissioner Litz, seconded by Commissioner Kuhn, to adopt County of Lebanon Ordinance #64, replacing Ordinance #39, implementing of the Uniform Parcel Identifier establishing a \$20 flat fee Uniform Parcel Identifier (UPI) at the time that the Instrument is presented for recording at the Office of the Lebanon County Recorder of Deeds. This Ordinance shall take effect as of February 1, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the \$252,277.00 Certification of County Funds for 2023 for Farmland Preservation. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve exemption of real estate taxes on the property listed below. This exemption is granted based on information received from the Pennsylvania State Veterans’ Commission for Real Estate Tax Exemption: Vote unanimous.

Daniel Barnhart
115 Ginger Court
Lebanon, PA

It was moved by Comm. Litz, seconded by Comm. Kuhn, to re-appoint Randy Tice to another 5-year term to the Health Facilities Authority Advisory Board. His terms will expire December 15, 2027. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to allocate \$6,888 from proceeds of the Hotel Tax to the Friends of Coleman Memorial Park. As requested, these funds shall be used toward the Baseball Field Backstop project. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to allocate \$5,287 from proceeds of the Hotel Tax to the Pennsylvania Gourd Society. As requested, these funds shall be used toward the Pennsylvania Gourd Festival. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to adjourn the meeting.

Attest:

Chief Clerk/County Administrator

Chairman

Thursday, January 19, 2023 10:30 a.m.

The Board of Commissioners met in an executive session to discuss Personnel. All members present.

Wednesday, February 1, 2023 1:30 p.m.

The Board of Commissioners held a workshop session meeting. All members present.

At 1:30 p.m., Karen Raugh, Executive Director of the Lebanon County Housing and Redevelopment Authority, met with Commissioners to request \$1.2 million from the Affordable Housing Trust (Act 137) Fund for increased costs at the 6-unit DiMatteo apartments in Cleona on Route 422. The request would nearly deplete the Act 137 fund. Commissioners asked if it is time to rebid the project due to a 30-40% increase in costs over the original bid.

At 2:00 p.m., Commissioners met in an executive session to discuss Personnel.

Thursday, February 2, 2023 9:30 a.m.

The Lebanon County Commissioners convened today, all members present. Commissioner Phillips presiding.

The meeting opened with Observance of a Moment of Silence and the Pledge to the Flag.

The Commissioners asked for public comment and no comment(s) were heard.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the minutes from the January 19, 2023 Commissioners meeting. Vote unanimous.

Sallie Neuin, Lebanon County Treasurer, met with the Commissioners to present the weekly Treasurer's report for consideration.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve two (2) Resolutions for Domestic Relations and one (1) for the Correctional Facility with Jonestown Bank.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Treasurer's report as read with expenditures in the amount of \$4,644,747.76, subject to audit. The gross payroll is in the amount of \$1,130,699.62. Vote unanimous.

Michelle Snavely, Director of the Lebanon County Human Resources Department, met with the Commissioners to present personnel transactions for consideration.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Jennifer M. Eagan, Caseworker 2, Children and Youth Services, effective January 23, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the termination of Kimberly A. Snyder, Caseworker 1, Children and Youth Services, effective January 27, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Jody J. Boyd, Child Abuse Investigator, Children and Youth Services, effective February 15, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the rescind acceptance of employment of Karlyna Kemery, Full-Time Telecommunicator, Department of Emergency Services, effective January 23, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Mimi F. Miller, Assistant District Attorney 1, District Attorney's Office, effective February 3, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Katrina L. Heller, Administrative Assistant 1, Domestic Relations, effective January 19, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Lorraine Robinson, Full-Time Correctional Officer, Correctional Facility, effective January 23, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the layoff of Gary L. Mease, Maintenance Mechanic, Correctional Facility, effective February 10, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the termination of Amanda L. Myers, Office Support 1, Correctional Facility, effective January 23, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Alexis M. Lingenfelter, DJ Office Support 1, MDJ Garver/Courts, effective March 3, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the promotion of Destiny E. Lehman, Caseworker 1 to Caseworker 2 in Children & Youth Services, effective February 5, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the promotion of Amanda L. Whritenour, Sergeant to Lieutenant in the Sheriff's Office, effective February 5, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of John D. Rochat, Adult Abuse Investigator at Area Agency on Aging, effective February 6, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Debra C. Hoffman, Administrative Assistant 1 in the Commissioner's Office, effective February 21, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Michelle L. Hall, Court Officer in Courts, effective February 6, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Christine L. Schwenk, Court Officer in Courts, effective February 27, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of John R. Corwin, Accountant 3 at MH/ID/EI, effective February 6, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of James W. Ryals, General Clerk C in Clerk of Courts, effective February 6, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Janice M. Robles, General Clerk C/Interpreter in Prothonotary, effective February 6, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Amy S. Ross, Office Support 2 in Voter Registration, effective February 6, 2023. Vote unanimous.

Carol Davies, Administrator of Area Agency on Aging met with Commissioners to present the 2022-2023 contract amendments and the 2023-2026 Aging Well PA Agreement for approval. Presented were 2 AAA Provider Contracts Amendment changes that increase total net expenditures by \$84. Funds are available within the AAA budget.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the Fiscal Year 2022-2023 AAA Provider Contract Amendments in the amount of \$84. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the renewal Assessment Service Agreement between Aging Well PA, LLC and Lebanon County Area Agency on Aging, commencing on February 1, 2023 through January 31, 2026 with an option to renew for two additional one-year terms. The Aging Well PA (AWP) who provides assessments to determine whether or not a person meets the functional criteria for Nursing Home Level of Care. Rates for the new contract are as follows: Vote unanimous.

	<u>Assessments</u>	<u>Hearings</u>
Year One	\$249.22	\$139.76
Year Two	\$256.70	\$140.86
Year Three	\$265.40	\$145.09

Audrey Fortna, Director of Probation Services met with Commissioners to present the Continuing County Probation and Parole Grant for fiscal year 2022-2023. The funding opportunity is through the Pennsylvania Commission on Crime and Delinquency (P.C.C.D) to support and improve adult probation and parole services at the county level. The grant cycle runs from July 1, 2022 through June 30, 2023. The grant award for Lebanon County is \$81,527.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve submission of the Continuing County Probation and Parole Grant application in the amount of \$81,527. Vote unanimous.

Jamie Wolgemuth, Chief Clerk/County Administrator of the Commissioner’s Office, presented the following items for consideration.

It was moved by Comm. Litz, seconded by Comm. Kuhn, approve the Criminal Conflict Counsel contracts for Attorney Joshua Harshberger for six (6) Criminal appointments per month at a flat rate of \$6,000 and Buzgon Davis Law Office Attorney Michael Bechtold for eight (8) Criminal appointments per month at a flat rate of \$8,000 to be paid in advance from the Public Defender’s Conflict Counsel budget, in addition, any cases going to trial will be compensated at the rate of \$400 per half day (not including jury selection) and this amount would be paid by Court Administration. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the Pennsylvania Department of Environmental Protection’s (DEP) 2023 Black Fly Suppression Program, which monitors and treats approximately 1,700 miles of rivers and streams in 36 participating counties. Lebanon County’s share of 25% is \$5,200. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Phillips, to allocate \$1,500 from proceeds of the Hotel Tax to the Central Penn Doll Collectors Club. As requested, these funds shall be used toward the Doll and Toy Show. Comm. Phillips and Comm. Kuhn voted “Aye” Comm. Litz voted “Nay”. Motion carried.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the amendment of the 2022-2023 PCoRP Loss Prevention Grant Application in the amount of \$5,385.00 for three (3) pairs of Generated Low Output Voltage Emitter (GLOVE) for the Lebanon County Correctional Facility. The G.L.O.V.E allows for a low voltage to be emitted from the glove to the inmate in aiding in compliance, reducing the propensity for injury to staff as well as the inmate. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve exemption of real estate taxes on the properties listed below. This exemption is granted based on information received from the Pennsylvania State Veterans' Commission for Real Estate Tax Exemption: Vote unanimous.

Karl Showers III
705 South 7th Street
Lebanon, PA

Ronald W. Winters
840 Tudor Lane
Lebanon, PA

David Emerick
924 Sycamore Lane
Lebanon, PA

It was moved by Comm. Kuhn, seconded by Comm. Litz, to adopt the following proclamation for Scouts BSA Expo. Vote unanimous.

Lebanon County Commissioners' Office



PROCLAMATION

"SCOUT BSA EXPO"

WHEREAS, the Boy Scouts of America was incorporated on February 8, 1910, on February 1, 2019, renamed its program to Scouts BSA, and is open to both young men and women. It is one of the largest youth scouting organizations in the United States, with over 1.2 million youth participants; and

WHEREAS, the stated mission is to "prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values of the Scout Oath and Law." Youth are trained in responsible citizenship, character development, and self-reliance through participation in a wide range of outdoor activities and educational programs; and

WHEREAS, the Iron Forge District of the Pennsylvania Dutch Council, consists of 63 Scouting Units located throughout Lebanon and Northern Lancaster Counties. The district serves more than 1,500 youth annually through the efforts of over 1000 volunteers that provide guidance in Scouting, Venturing and Exploring programs; and

NOW, THEREFORE, WE, the Commissioners of Lebanon County do hereby proclaim the week of February 6-10, 2023, as "**SCOUT WEEK**" in Lebanon County, Pennsylvania. **FURTHER**, on behalf of all our citizens, we recognize each unit of the Scouts BSA, and the volunteer adult leaders during the annual "**SCOUT EXPO**" at the Lebanon Valley Mall.

BOARD OF COUNTY COMMISSIONERS

Robert J. Phillips
Michael J. Kuhn
Jo Ellen Litz

ATTEST: Jamie A. Wolgemuth
Chief Clerk/County Administrator

ADOPTED: This Second Day of February,
Two Thousand Twenty-Three.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to appoint Humphrey Malama to serve a 3-year term to the MH/ID/EI Advisory Board. His term will expire December 31, 2025. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to re-appoint Linda Weindel, Valerie Grimes, Judy Huber, Michelle Kauffman, Janine Mauser, and Marianne Bartley to each serve another 3-year term to the Children and Youth Advisory Board. Their terms will expire December 31, 2025. Vote unanimous.

At 10:15 a.m., The Board of Commissioners met in an executive session to discuss Personnel.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to adjourn the meeting.

Attest:

Chief Clerk/County Administrator

Chairman

Thursday, February 16, 2023 9:30 a.m.

The Lebanon County Commissioners convened today, all members present. Commissioner Phillips presiding.

The meeting opened with Observance of a Moment of Silence and the Pledge to the Flag.

The Commissioners asked for public comment and no comment(s) were heard.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the minutes from the February 2, 2023 Commissioners meeting. Vote unanimous.

Tina Tobias, Deputy Lebanon County Treasurer, met with the Commissioners to present the weekly Treasurer's report for consideration.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Treasurer's report as read with expenditures in the amount of \$2,343,099.86 subject to audit. The gross payroll is in the amount of \$1,110,446.50. Vote unanimous.

Michelle Snavely, Director of the Lebanon County Human Resources Department, met with the Commissioners to present personnel transactions for consideration.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Celine F. Mars, Caseworker 1, Children and Youth Services, effective February 3, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the rescind offer of employment of Debra C. Hoffman, Administrative Assistant 1, Commissioner's Office, effective February 21, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Bryan J. Ward, Deputy Direction of 911, Department of Emergency Services, effective March 3, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Pedro Cruz Catala, Full-Time Correctional Officer, Correctional Facility, effective February 3, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the retirement of Jonathan D. Bell, Full-Time Correctional Officer, Correctional Facility, effective April 4, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Travis L. Souders, Adult Probation Officer, Probation Services, effective February 17, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Brett T. Ososkie, Full-Time Deputy Sheriff, Sheriff's Office, effective February 10, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the 2023 Civil Service Compensation Plan, which pertains to Children & Youth Services, MH/ID/EI, Area Agency on Aging, and the Commission on Drug and Alcohol Abuse funding for the 2023-2024 fiscal year. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the promotion of Sandi L. Rudegear, Office Support 2 to Administrative Assistant 1 in Domestic Relations, effective February 20, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the promotion of Dustin M. Gonzalez, Lance Corporal to Corporal at the Correctional Facility, effective February 19, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the transfer of Kristna M. Kolb, DJ Office Support 1 in MDJ Figueroa's Office to DJ Office Support 1 in MDJ Garver's Office, effective March 6, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the promotion of Kimberly J. Shaw, EI Caseworker 2 to ID Program Specialist 1 at MH/ID/EI, effective February 20, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the promotion of Christopher R. Duran, Full-Time Deputy Sheriff to Deputy Sergeant in the Sheriff's Office, effective February 19, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the promotion of Austin Carpenter, Full-Time Deputy Sheriff to Deputy Sergeant in the Sheriff's Office, effective February 19, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve Ryan Wertz, Administrator of Community Action Partnership, request to reclassify a current Full-time Medical Assistant Transportation Program (MATP) Officer position (grade 8 on the Non-union salary chart) and create a new Full-time Medical Assistance Transportation Program Officer, at a grade 10 on the Non-union salary chart, at 37.5 hours per week, with full-time benefits effective immediately February 16, 2023, this position is fully funded through grant funding. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Holly L. Witmer, Caseworker 1 in Children & Youth, effective February 21, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Toby J. Burris, Law Clerk C in Courts, effective April 3, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Margaret M. Bowman, Secretary B in District Attorney's Office, effective February 21, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Amber M. Dechert, Office Support 1 at the Correctional Facility, effective February 21, 2023. Vote unanimous.

Nichole Eisenhart, 1st Assistant District Attorney met with Commissioners to present the 2023-2025 VOCA grant which covers direct services for victims and witnesses of crime. The grant

amount continues unchanged from prior years. Despite the grant being for a two-year cycle, the grant application only contains the ability to submit a budget for Year 1 in the amount of \$123,493. The PCCD staff assigned to the grant have indicated that the budget for Year 2 has not yet been set due to the uncertainty of State funding and will be determined in the future. As a result, this grant application only contains a budget for Year 1. Eisenhart, also presented the 2023-2024 RASA/VOJO grant amount of \$235,636. The RASA grant covers procedural services for victims and witnesses of crime and the VOJO grant covers services for victims and witnesses of juvenile offenders.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the 2023-2025 VOCA grant, which covers the period from October 1, 2023 to September 30, 2025. The Year 1 amount is \$123,493 with the UCM Program for Case Management is no longer accessible after 2023 and there is a change in vendors. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the RASA/VOJO grants for the calendar years 2023-2024. Total award amount for 2023-2024 is \$235,636. Vote unanimous.

Dan Siegel, representing the Lebanon Area Fair Board, and Pat Kerwin, of the Lebanon Valley Expo, thanked the Commissioners for their generous support from American Rescue Plan Act (ARPA) funding for several project at the Expo and Fairgrounds. Kerwin said the parking lot and additional unpaved areas are now completed and they are still working on expanding the width of the driveway creating a middle lane at the entrance to the Expo. Siegel said they began the track improvements which will include new bleachers and lighting. The project will upgrade the 5 existing sets of bleachers adding additional seating and to comply with current safety codes, and add 7 code compliant handicapped seats to the existing bleachers.

Department of Emergency Services Director, Bob Dowd met with Commissioners to present Change Orders for the new 911 Center.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the Department of Emergency Services 911 Building Change Order. Total Change Order is \$2,461.75 for adding sheet metal to some of the air conditioning units and an additional fresh air louver on the side of the building. Vote unanimous.

Michael Battistelli and Brett Holland, Financial Advisors of Stifel, Lebanon, PA along with Portfolio Managers, Andy Romanowich from Madison Mid Cap and Doug Fry from Reinhart and Regional Investment Director, Christopher Aleman from Reinhart, met with the Retirement Board to present the results of the 4th Quarter Performance and Investment Review of the Lebanon County Municipal Employees' Retirement Plan with a balance of \$128,833,605.

Dr. Jeffrey Yocum, Lebanon County Coroner, met with the Commissioners to present the annual Coroner's report for 2022. James Donmoyer, Executive Director of Lebanon County

Commission on Drug and Alcohol Abuse and Holly Leahy, Administrator of Lebanon County MH/ID/EI, presented the number of 2022 drug related and suicide deaths, respectively.

Holly Leahy, Administrator of MH/ID/EI met with the Commissioners to present Fiscal Year 2022-2023 Provider Contract Amendments for consideration.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve eight (8) Provider Contract Amendments for MH/ID/EI totaling \$79,537. Vote unanimous.

Dawn Poliseo, Administrative Assistant of the Commissioner’s Office, presented the following items for consideration.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the appointment of Patricia B. Vincent to her first three-year term to the Lebanon County Commission on Drug and Alcohol Abuse Advisory Council, with the term ending February 19, 2026. This appointment will be in the Optional category. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the reappointment of Elizabeth Judd to the Commission for Women Advisory Board for a second 3-year term. Judd’s term will expire on January 31, 2026. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve a 2022-2023 PCoRP Loss Prevention Grant Application in the amount of \$3,800.00 to replace fire extinguishers in all County vehicles. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve a 2022-2023 PCoRP Loss Prevention Grant Application in the amount of \$3,500.00 to be used towards the RFID handheld device utilized to track real time inmate movement making sure the incarcerated individuals are accounted for and protecting the county correctional facility against claims. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to adjourn the meeting.

Attest:

Chief Clerk/County Administrator

Chairman

Wednesday, March 1, 2023 1:30 p.m.

The Board of Commissioners held a workshop session meeting. All members present.

At 1:30 p.m., Karen Raugh, Executive Director and Dan Lyons, Programs Director of the Lebanon County Housing and Redevelopment Authority, met with Commissioners to request \$100,000 from the Affordable Housing Trust (Act 137) Fund to be used on current and future affordable homebuilding projects led by the Habitat for Humanity in Lebanon County. Funds will be used to complete the rehab work at 1824 Chestnut Street, 519 N. 11th Street, and 125 N. 12th Street in Lebanon.

At 1:50 p.m., JR Waltemyer, Victim Assistance Coordinator from the Pennsylvania Office of Victim Advocate, met with Commissioners to present the Address Confidentiality Program (ACP) that is offered through the Office of Victim Advocate office. They provide victims of domestic violence, sexual assault, human trafficking or stalking with an alternate mailing address to keep their actual home address out of public records where their perpetrator may find their location.

Thursday, March 2, 2023 9:30 a.m.

The Lebanon County Commissioners convened today, all members present. Commissioner Phillips presiding.

The meeting opened with Observance of a Moment of Silence and the Pledge to the Flag.

The Commissioners asked for public comment and no comment(s) were heard.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the minutes from the February 16, 2023 Commissioners meeting. Vote unanimous.

Sallie Neuin, Lebanon County Treasurer, met with the Commissioners to present the weekly Treasurer's report for consideration.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Treasurer's report as read with expenditures in the amount of \$4,296,640.20 subject to audit. The gross payroll is in the amount of \$1,097,230.48. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the iGovServices Hotel Lodging Tax Collection program. The program will be paid for through Record Improvement Funds in the amount of \$12,198 which includes a \$500 monthly maintenance fee for 2023. Vote unanimous.

Leeanne Shank, Deputy Director of the Lebanon County Human Resources Department, met with the Commissioners to present personnel transactions for consideration.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Yanice L. Bailey, Caseworker 1, Children and Youth Services, effective February 21, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Dominique M. Bermudez, PT Homeless Assistant Manager, Community Action Partnership, effective April 14, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Jordyn G. Morris, Telecommunicator 2, Department of Emergency Services, effective March 1, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the rescind acceptance offer of employment of Amber M. Dechert, Office Support 1, Correctional Facility, effective February 21, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Austin M. Sparre, Correctional Officer, Correctional Facility, effective February 23, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Fitzroy S. Lewis, Correctional Officer, Correctional Facility, effective February 16, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Alyssa R. Bandzuh, GIS Specialist, Planning/GIS, effective February 22, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the promotion of Nelson Berrios Jr., Fiscal Assistant to Fiscal Technician in Children and Youth Services, effective March 6, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the change of status of Beth A. Reddinger, MATP Officer to MATP Coordinator at Community Action Partnership, effective March 6, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the change of status of Tyler J. Griffe, Full-Time Telecommunicator 1 to Full-Time Telecommunicator 2 in the Department of Emergency Services, effective March 5, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the change of status of Dalton A. Lovell, Full-Time Telecommunicator 1 to Full-Time Telecommunicator 2 in the Department of Emergency Services, effective March 5, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the promotion of Bryon A. McDaniels, Full-Time Correctional Officer to Private First Class at the Correctional Facility, effective March 5, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the promotion of Bradley S. Hershey, Private First Class to Lance Corporal at the Correctional Facility, effective March 5, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the demotion of Louise Matthews, Office Manager to Office Support 1, at MDJ Figueroa's Office, effective March 5, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Julie A. Organtini, Part-Time Senior Center Manager at Area Agency on Aging, effective March 20, 2023. Vote unanimous.

James Donmoyer, Executive Director of Drug and Alcohol, Audrey Fortna, Director of Probation Services, Tina Litz, Warden of the Correctional Facility, and Tom Weber from PrimeCare met with Commissioners to present the Contracts for the Opioid Settlement Funds for Fiscal Year 2023.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the Agreement between Lebanon County Commission on Drug and Alcohol Abuse (LCCDAA) and PrimeCare Medical Inc. for Medication-Assisted Treatment (MAT) services along with any related counseling at the Lebanon County Correctional Facility. The contract is contingent on and subject to the availability of Opioid Settlement funds (maximum of \$100,000) and will be effective from January 1, 2023 through June 30, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Agreement between Lebanon County Commission on Drug and Alcohol Abuse (LCCDAA) and Lebanon County Correctional Facility (LCCF) to share in the costs of a Correctional Officer (CO) position that would be common to both agencies to provide at the request of the LCCDAA a correctional officer for support & supervision of inmates during the administration of the Medication-Assisted Treatment (MAT) Program. The contract is contingent on and subject to the availability of Opioid Settlement funds (maximum of \$30,576) and will be effective from January 17, 2023 through June 30, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the Agreement between Lebanon County Commission on Drug and Alcohol Abuse (LCCDAA) and Probation Services to share in the costs of a Probation Officer (PO) position that would be common to both agencies to provide at the request of the LCCDAA to provide probation services to clients with drug and alcohol and/or co-occurring related offenses. The contract is contingent on and subject to the availability of Opioid Settlement funds (maximum of \$40,001) and will be effective from January 17, 2023 through June 30, 2023. Vote unanimous.

Audrey Fortna, Director of Probation Services and Pier Hess-Graf, District Attorney met with Commissioners to present the Statement of Work contracts for Lebanon County Probation Services and Lebanon District Attorney's Office with CDI BTM, a case management system.

President Judge John C. Tylwalk has agreed to utilize supervision fee funds to pay for the cost to transition to the new case management system, in addition to the anticipated costs associated with equipment that will be needed by the Lebanon County IT Department to transition to and manage the new case management system. Both offices are currently utilizing UCM, a case management system developed and maintained by the County Commissioner's Association of PA. The UCM Service will be terminated effective December 22, 2023.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the CDI BTM Statement of Work contracts for Lebanon County Probation Services and Lebanon District Attorney's Office. Vote unanimous.

Audrey Fortna, Director and Dwight Penberth, Supervisor Juvenile Unit of Probation Services met with Commissioners to present a Youth Fishing Program that Probation Services' Juvenile Unit is Organizing through parameters outlined by the Pennsylvania Fish & Boat Commission. The Fish and Boat Commission provides rods, reels, and tackle to Probation Services for use with the program, in exchange Probation Services agrees to make that equipment available to members of the public who want to borrow it to go fishing. Probation Services is partnering with The Academy, a local service provider, to develop a Youth Fishing Program for Lebanon County. Three (3) Lebanon County Juvenile Probation Officers have already tested to become certified fishing instructors with other staff members volunteering to be mentors to youth during the fishing excursions. Probation Services will also seek mentors from local law enforcement to participate. Participation in this program will offer local youth an opportunity to learn how to fish, as well as familiarize them with various fishing locations throughout the County.

Jamie Wolgemuth, Chief Clerk/County Administrator of the Commissioner's Office, presented the following items for consideration.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve \$100,000 from the Affordable Housing Trust (Act 137) Fund to be used on current and future affordable homebuilding projects led by the Habitat for Humanity in Lebanon County. Funds will be used to complete the rehab work at 1824 Chestnut Street, 519 N. 11th Street, and 125 N. 12th Street in Lebanon. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to allocate \$5,287.50 from proceeds of the Hotel Tax to the Lancaster Kennel Club-Red. As requested, these funds shall be used toward the Red Rose Classic All Breed Dog Show. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to allocate \$5,000 from proceeds of the Hotel Tax to The St. James Players. As requested, these funds shall be used toward the Ultra Short Throw Projector for projecting backdrops for live theatre productions. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve exemption of real estate taxes on the property listed below. This exemption is granted based on information

received from the Pennsylvania State Veterans' Commission for Real Estate Tax Exemption: Vote unanimous.

Enver V. Estrella
81 East Brookfield Drive
Lebanon, PA

It was moved by Comm. Kuhn, seconded by Comm. Litz, to adopt the following proclamation for Pennsylvania 811 Safe Digging Month. Vote unanimous.

Lebanon County Commissioners' Office



PROCLAMATION Pennsylvania 811 Safe Digging Month

WHEREAS, the month of April 2023 recognized as "Pennsylvania 811 Safe Digging Month", and the initiative sponsored by Pennsylvania 811, a utility notification information center with over 50 years of continuous service to the Commonwealth of Pennsylvania, and

WHEREAS, Pennsylvania 811 received over 1 million excavation notifications in 2022, and transmitted approximately 6.8 million notifications to their member facility owners and operators allowing essential utility and construction crews to provide vital underground services and repair of critical infrastructure to communities throughout Pennsylvania, and

WHEREAS, when contacting 811, at least three business days before digging, a homeowner or a contractor is connected to a unique service that notifies the appropriate underground utility operators in the municipality in which the work will be performed, and

WHEREAS, by notifying 811 of their intent to dig, the homeowner or contractor is knowingly helping to protect the underground utilities, themselves, the work crew, and their neighbors from any unsafe digging practices within their community, and

WHEREAS, upon receiving the notification from Pennsylvania 811, the facility owners and operators disperse to the said work site to mark the approximate location of their underground utility lines with flags, paint, or both, to establish an eighteen-inch tolerance zone of the outside wall or edge of their line or facility, and

NOW, THEREFORE, BE IT RESOLVED that the County of Lebanon, in support of the Pennsylvania Underground Utility Line Protection Law, PA Act 287 of 1974, as amended, we do hereby proclaim April 2023 as "Pennsylvania 811 Safe Digging Month", and encourage all Pennsylvanians to visit the Pennsylvania 811 website at www.pa1call.org for information about digging safely.

BOARD OF COUNTY COMMISSIONERS

Robert J. Phillips
Michael J. Kuhn
Jo Ellen Litz

ATTEST: Jamie A. Wolgemuth
Chief Clerk/County Administrator

ADOPTED: This Second Day of March

Two Thousand Twenty-Three.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to adjourn the meeting.

Attest:

Chief Clerk/County Administrator

Chairman

Wednesday, March 15, 2023 1:30 p.m.

The Board of Commissioners met in an executive session to discuss Personnel. All members present.

Thursday, March 16, 2023 9:30 a.m.

The Lebanon County Commissioners convened today, all members present. Commissioner Phillips presiding.

The meeting opened with Observance of a Moment of Silence and the Pledge to the Flag.

The Commissioners asked for public comment and no comment(s) were heard.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the minutes from the March 2, 2023 Commissioners meeting. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to adopt the following proclamation for Marilyn Nolte. Vote unanimous.

Lebanon County Commissioners' Office



PROCLAMATION

WHEREAS, Marilyn Nolte, Jubilee Ministries' Chaplain Manager has served the Lebanon County Correctional Facility as the Correctional Chaplain since March 29, 1993; and

WHEREAS, Marilyn demonstrates love and respect for inmates and staff alike. Her passion and dedication to those behind bars has helped many inmates rebuild their lives and offering support to the prison staff as they struggle with the pressures of their job and everyday life; and

WHEREAS, in 2015 she was awarded the Pennsylvania Prison Chaplain Association County Correctional Chaplain of the Year Award; and

NOW, THEREFORE, WE, The Commissioners of Lebanon County, take this opportunity to recognize Marilyn, who has served for 30 years with devotion and commitment to rebuild, restore, and renew lives.

FURTHER, we extend appreciation to Marilyn for her service and dedication in our community.

BOARD OF COUNTY COMISSIONERS

Robert J. Phillips

Michael J. Kuhn

Jo Ellen Litz

ATTEST: Jamie A. Wolgemuth
Chief Clerk/County Administrator

ADOPTED: This Sixteenth Day of March
Two Thousand Twenty-Three

It was moved by Comm. Litz, seconded by Comm. Kuhn, to adopt the following proclamation for Jonathan Bell. Vote unanimous.

Lebanon County Commissioners' Office



PROCLAMATION

WHEREAS, Jonathan Bell began his career with the Lebanon County Correctional Facility employed as part-time Correctional Officer on August 8, 1982, later became a Full-Time Correctional Officer on September 7, 1982; and;

WHEREAS, during his tenure, Jonathan served the County with devotion and commitment. He was a key member of the correctional team. He has been a valuable and dedicated employee; and

WHEREAS, on April 4, 2023, Jonathan will retire from the Lebanon County Correctional Facility with over 40 years of distinguished service; and

NOW, THEREFORE, BE IT RESOLVED THAT WE, The Commissioners of Lebanon County,
on behalf of past Boards of County Commissioners, past and present employees,
and all

our citizens, unite to thank Jonathan for the outstanding service he provided during his many years at the Lebanon County Correctional Facility.

FURTHER, *we extend congratulations and best wishes for a most rewarding future and the very best retirement.*

BOARD OF COUNTY COMISSIONERS
Robert J. Phillips
Michael J. Kuhn
Jo Ellen Litz

ATTEST: Jamie A. Wolgemuth
Chief Clerk/County Administrator

ADOPTED: This Sixteenth Day of March
Two Thousand Twenty-Three

Sallie Neuin, Lebanon County Treasurer, met with the Commissioners to present the weekly Treasurer’s report for consideration.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the Treasurer’s report as read with expenditures in the amount of \$3,062,195.20 subject to audit. The gross payroll is in the amount of \$1,104,823.29. Vote unanimous.

Leeanne Shank, Deputy Director of the Lebanon County Human Resources Department, met with the Commissioners to present personnel transactions for consideration.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the retirement of Carol A. Davies, Administrator, Area Agency on Aging, effective June 17, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the resignation of Nancy L. Short, Part-Time Meal Transporter, Area Agency on Aging, effective March 6, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the resignation of Tara Quiroga, Caseworker 1, Children and Youth Services, effective March 12, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the retirement of Ethan W. Weidle, Adult Probation Officer 2-Assistant Supervisor, Probation Services, effective April 7, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve Treasurer Sallie Neuin’s request to have the current employees in the Treasurer’s Office and Belinda Spicer in Tax Claim, work an additional 2.5 hours per week at straight pay and up to a maximum of 5 hours per week at over-time pay only as needed, effective March 20, 2023, through May 26, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve a request, from District Attorney Pier Hess-Graf, to eliminate one (1) Full-time Assistant District Attorney 1 position, effective March 20, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve a request, from District Attorney Pier Hess-Graf, to reclassify two current full-time Assistant District Attorney 1 (ADA) positions (Grade 15 on the Non-union salary chart) and create two new full time Senior Deputy District Attorney positions at a grade 16 on the Non-union salary chart, at 40 hours per week, with full-time benefits, effective March 20, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the promotion of Scott M. Richmond, Director of Training to Deputy Warden of Operations at the Correctional Facility, effective March 20, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the transfer of Christopher D. Rothermel, Assistant Public Defender 1/Apprentice in the Public Defender's Office to Assistant District Attorney 1 in the District Attorney's Office, effective April 17, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the transfer of Kevin M. Dugan, Assistant Public Defender 1 in the Public Defender's Office to Senior Deputy District Attorney in the District Attorney's Office, effective March 20, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the transfer of Brian L. Deiderick, Chief Public Defender in the Public Defender's Office to Senior Deputy District Attorney in the District Attorney's Office, effective May 1, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the change of status of Daniel Linares-Herrador, Assistant District Attorney to ADA/Interpreter in the District Attorney's Office, effective March 20, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Halley D. Weaver, Caseworker 1 in Children and Youth Services, effective March 20, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Stephanie Guinn, MATP Officer at Community Action Partnership, effective March 20, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Angela Mackie-Rutledge, Part-Time Law Clerk in Court Administration, effective March 20, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Krystal D. Torres, Office Support 2 in Domestic Relations, effective March 20, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Deja A. Pyles, Office Support 2 in Domestic Relations, effective March 20, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Dante Giffin, Operations Specialist in Information Technology Services, effective March 27, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Amanda L. Walsh, Part-Time Correctional Officer at the Correctional Facility, effective March 27, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Imoni C. Gramby, Full-Time Correctional Officer at the Correctional Facility, effective March 27, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Kobain C. Dondore, Full-Time Correctional Officer at the Correctional Facility, effective March 27, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Josue Acosta Rymer, Full-Time Correctional Officer at the Correctional Facility, effective March 27, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Daniel Connolly, Full-Time Correctional Officer at the Correctional Facility, effective March 27, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Thyme Bowsman, Full-Time Correctional Officer at the Correctional Facility, effective March 27, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Walker Klinger, Adult Probation Officer 1 at Probation Services, effective March 20, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Heather J. May, Casual Part-Time Developmental Assistant at Renova, effective March 20, 2023. Vote unanimous.

Tom Kotay and Todd Dissinger of the Lebanon Valley Rail Trail (LVRT) and Nate McCulloch, Senior Project Management of Wilson Consulting Group met with Commissioners to present a grant application for LVRT Phase 10B. The 2.08 mile of rail trail construction in Union Township from Pine Tree Road northward to Lickdale Road and a connection with the trails in the Swatara State Park. The proposed funding for Phase 10B is \$750,000 from DCNR and \$2,450,000 from PennDOT. If fully funded in 2023, construction will begin in 2025. McCulloch presented Phase 6A/6B Post Construction Stormwater Management and O/M Agreements between the County, Lebanon City and North Cornwall Township.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve Phase 10B DCNR Grant Application in the amount of \$750,000. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve Phase 6A/6B Post Construction Stormwater Management and O/M Agreements between the County, Lebanon City and North Cornwall Township. Vote unanimous.

Holly Leahy, Administrator of MH/ID/EI met with the Commissioners to present Fiscal Year 2022-2023 Provider Contract Amendments for consideration.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve six (6) Provider Contract Amendments for Mental Health and Early Intervention totaling \$118,347. Vote unanimous.

Dan Lyons, Program Director from the Lebanon County Redevelopment Authority met with Commissioners to present a budget modification for the Fiscal Year 2020 Community Development Block Grant-CV (CDBG-CV). Lebanon County receives an allocation of federal CDBG funds under Act 179. Lebanon County administers the CDBG program on behalf of South Lebanon Township. There are remaining unmet needs of the Township and County to prevent, prepare and respond to the coronavirus for which funds are available to reallocate.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the budget modification for Fiscal Year 2020 Community Development Block Grant-CV (CDBG-CV), moving all funds into the Public Assistance category from the Rental Assistance Program. Vote unanimous.

Gary Verna, Deputy Director of Emergency Management from Department of Emergency Services met with Commissioners to present the Hazardous Material Exercise Planning (HMEP) Grant, Radiological Emergency Response Fund (RERF) Grant, the Emergency Operation Plan (EOP) update.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the PEMA 2024 Hazardous Material Exercise Planning (HMEP) grant application in the amount of \$16,500. This is an 80/20 match with 80% of the funds (\$13,200) coming from the federal government and the county being responsible for 20% (\$3,300) for Federal Fiscal Year October 1, 2023 - September 30, 2024. The projects funded through this grant would be the TransCAER Exercise, Hazmat

Operations Training, IAFC Hazmat Conference and PA Hazmat Technician’s Conference. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Radiological Emergency Response Fund (RERF) grant application in the amount of \$15,018. The grant reporting period is July 1, 2023 – June 30, 2024. Funds will be used to purchase four (4) Ludlum Frisker and new chairs for the Emergency Operations Center (EOC). Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the Lebanon County Department of Emergency Services Volume 1: Basic Plan of the Emergency Operations Plan (EOP). This plan details what the Lebanon County Department of Emergency Services will do during a disaster. Vote unanimous.

Department of Emergency Services Director, Bob Dowd met with Commissioners to present Change Orders for the new 911 Center and give an update on Norfolk Southern’s Rail Plan.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Department of Emergency Services 911 Building Change Orders. Total Electrical Change Order # 2 is \$135,008. Vote unanimous.

Jamie Wolgemuth, Chief Clerk/County Administrator of the Commissioner’s Office, presented the following items for consideration.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to allocate \$4,350 from proceeds of the Hotel Tax to the Friends of Cornwall Iron Furnace. As requested, these funds shall be used toward the Cornwall Iron Furnace 50th Anniversary of Closing of the Cornwall Mines. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the 2023 Liquid Fuels request for the following municipalities. Vote unanimous.

North Lebanon Township	Allocation Requested \$12,041.00
Union Township	Allocation Requested \$2,932.00
Jonestown Borough	Allocation Requested \$1,638.00
Richland Borough	Allocation Requested \$1,496.00
West Lebanon Township	Allocation Requested \$833.00
Bethel Township	Allocation Requested \$5,132.00
Jackson Township	Allocation Requested \$9,348.00
Millcreek Township	Allocation Requested \$4,368.00

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve exemption of real estate taxes on the properties listed below. This exemption is granted based on information received from the Pennsylvania State Veterans’ Commission for Real Estate Tax Exemption: Vote unanimous.

Joshua Bidwell
385 Acorn Circle
Lebanon, PA

Jan L. Pennebaker
20 Tavern Lane
Lebanon, PA

It was moved by Comm. Litz, seconded by Comm. Kuhn, to adopt the following proclamation for Allen "Buddy" Kintzer. Vote unanimous.

Lebanon County Commissioners' Office



PROCLAMATION

***WHEREAS, Allen "Buddy" Kintzer** began his career serving his country as a member of the U.S. Coast Guard. On September 7, 1967, he began his active firefighting career with the Keystone Hook and Ladder Co. No. 1 and was named Lebanon County Fireman of the Year in 1979; and*

***WHEREAS, Buddy** has served the greater Myerstown area including Jackson Township as an advocate of Emergency Preparedness serving the Myerstown Community for 55 years as an EMS provider; and*

***WHEREAS, he** has been instrumental in the development, testing and execution of Emergency Response Plans and coordination with agencies across the County of Lebanon and the Commonwealth of Pennsylvania*

***WHEREAS, Kintzer** served 41 years of service as the Chief of the Myerstown First Aid Unit, Assistant Fire Chief of the Keystone Hook and Ladder #1 for 23 years, and the Emergency Management Coordinator for Jackson Township for 40+ years; and*

***NOW, THEREFORE, WE, the Commissioners of Lebanon County,** take this opportunity to recognize Buddy, who has served with commitment and dedication for over 55 years of service with the unselfish contributions to the community.*

***FURTHER, we** extend appreciation to Allen for his service and dedication in our community.*

BOARD OF COUNTY COMMISSIONERS

Robert J. Phillips
Michael J. Kuhn
Jo Ellen Litz

ATTEST: Jamie A. Wolgemuth
Chief Clerk/County Administrator

ADOPTED: This Sixteenth Day of March
Two Thousand Twenty-Three.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to adjourn the meeting.

Attest:
Chief Clerk/County Administrator Chairman

Wednesday, April 5, 2023 11:30 a.m.

The Board of Commissioners met in an executive session to discuss Personnel. All members present.

Wednesday, April 5, 2023 1:15 p.m.

The Board of Commissioners met in an executive session to discuss Personnel. All members present.

Thursday, April 6, 2023 9:30 a.m.

The Lebanon County Commissioners convened today, all members present. Commissioner Phillips presiding.

The meeting opened with Observance of a Moment of Silence and the Pledge to the Flag.

The Commissioners asked for public comment and no comment(s) were heard.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the minutes from the March 16, 2023 Commissioners meeting. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to adopt the following proclamation for Ethan Weidle. Vote unanimous.

Lebanon County Commissioners' Office



PROCLAMATION

WHEREAS, Ethan Weidle began his career with the County of Lebanon employed as a Adult Probation Officer 1 at Probation Services, on June 25, 2001; and

WHEREAS, in 2004 Ethan accepted the responsibility of becoming a certified Firearms Instructor by the County Firearms Commission; and

WHEREAS, on October 23, 2006, Ethan became a Probation Officer 2 and, on January 6, 2013, was promoted to Probation Officer2/Assistant Supervisor; and

WHEREAS, during his tenure, Ethan served the County with devotion and commitment to Probation Services. He performed his duties and responsibilities in a proficient manner; and

WHEREAS, on April 7, 2023, Ethan will retire from Probation Services with over 21 years of distinguished service; and

NOW, THEREFORE, BE IT RESOLVED THAT WE, The Commissioners of Lebanon County, on behalf of past Boards of County Commissioners, past and present employees, and all our citizens, unite to thank Ethan for the outstanding service he provided during his many years at the County.

FURTHER, we extend our congratulations and best wishes for a most rewarding future and the very best retirement.

BOARD OF COUNTY COMMISSIONERS

Robert J. Phillips
Michael J. Kuhn
Jo Ellen Litz

ATTEST: Jamie A. Wolgemuth
Chief Clerk/County Administrator

ADOPTED: This Sixth Day of April,
Two Thousand Twenty-Three.

Sallie Neuin, Lebanon County Treasurer, met with the Commissioners to present the weekly Treasurer's report for consideration.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the Treasurer's report as read with expenditures in the amount of \$196,387.86 subject to audit. The gross payroll is in the amount of \$1,084,260.05. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the transfer of \$3,066.25 from the General Fund to the General Obligation Bond, Series A of 2015 Bank Loan held in Fulton Financial to pay interest due on April 15, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the transfer of \$13,013.33 from the General Fund to the Fulton Bank Loan held by Fulton Bank to pay principal and interest due on April 15, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the transfer of \$163,957.17 from the General Fund to the General Obligation Bond, Series of 2016 Bank Loan held in Fulton Financial to pay principal and interest due April 15, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the transfer of \$27,653.54 from the General Fund to the General Obligation Bond, Series of 2017 Bank Loan held in Fulton Financial to pay interest due April 15, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the transfer of \$669,874.30 from the General Fund to the General Obligation Bond of 2021 Bank Loan held in Fulton Financial to pay interest due on April 15, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the resolution authorizing new signers on the Lebanon County Prison Account at Jonestown Bank & Trust. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Intermunicipal Agreement between the Lebanon School District and the Lebanon County Treasurer for the collection of Lebanon City and West Lebanon Township school tax bills, and collection of Per Capita and Occupation taxes in the amount of \$2.25 per school tax bill collected, and .21¢ each for the collection of West Lebanon Per Capita and Occupation Flat Tax bills collected by the Treasurer. Vote unanimous.

Michelle Edris-Snavely, Director of the Lebanon County Human Resources Department, met with the Commissioners to present personnel transactions for consideration.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Dorrene S. Kline, Fiscal Officer 2, Area Agency on Aging, effective April 5, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the retirement of Anna L. Devine, Deputy Administrator, Area Agency on Aging, effective July 8, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Lori A. Bradley, Caseworker 1, Children and Youth, effective March 29, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Nicole K. Ruela, Casework Supervisor 1, Children and Youth, effective May 1, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the retirement of (Huggins) Jane Allie, Administrative Assistant 2, Domestic Relations, effective June 2, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Devin E. Unangst, Full-Time Correctional Officer, Correctional Facility, effective March 23, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the rescind offer of employment of Josue Acosta Rymer, Full-Time Correctional Officer, Correctional Facility, effective March 27, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of James R. Snyder, Court Officer, Courts, effective March 20, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Matthew J. Smith, Detective, District Attorney's Office/Detective Bureau, effective April 10, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Tasha Ann-Cruz, Office Support 2, Domestic Relations, effective March 15, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Audrey A. Wells, Office Manager, Governor Dick, effective May 21, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Lee N. Wells, Maintenance, Governor Dick, effective May 21, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the retirement of Robert B. Mease, Building Code Official, Planning Department, effective May 27, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the termination of Albaro A. Castro, Juvenile Probation Officer, Probation Services, effective March 24, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Tyler M. Letteer, Full-Time Deputy Sheriff, Sheriff's Office, effective April 21, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept a revised fee agreement for services through Morcom Law, LLC as legal counsel for labor and employment matters, to now include associate attorney time and paralegal time fees, effective 2023 and going forward. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve a request from Carol Davies, Administrator of Area Agency on Aging, to reclassify two (2) current Aging Care Management Supervisor 1 positions (currently in a grade 13 on the Non-union salary chart) to a grade 14 on the Non-union salary chart, remaining at 37.5 hours per week, effective April 2, 2023. These positions are fully funded through AAA grant funding. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve a request from Carol Davies, Administrator of Area Agency on Aging, to reclassify one (1) current Fiscal Officer 2 position (currently in a grade 12 on the Non-union salary chart) to a grade 13 on the Non-union salary chart, remaining at 37.5 hours per week, effective April 2, 2023. This position is fully funded through AAA grant funding. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the promotion of Corinne F. Conlan, Caseworker 1 to Caseworker 2 in Children and Youth Services, effective April 16, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the promotion of Caroline Hamersky, Office Support 1 to Administrative Assistant 1 at the Correctional Facility, effective April 17, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the transfer of Sarah Soto, Administrative Assistant in Court Administration to Office Manager at MDJ Figueroa's Office, effective April 17, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the promotion of Bridget R. Hockenbroch, Probation Officer 1 to Probation Officer 2/Supervisor at Probation Services, effective April 16, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the promotion of Jennifer L. Hartman, General Clerk C to 2nd Deputy in the Prothonotary's Office, effective April 17, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Joshua A. Windemaker, Caseworker 1 in Children and Youth Services, effective April 10, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Monica A. Yuzon, Caseworker 1 in Children and Youth Services, effective April 17, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Patricia A. Augenstein, Administrative Assistant 1 in the Commissioner's Office, effective April 11, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Marangelly Matos Rivera, Secretary D in the District Attorney's Office, effective April 10, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Caroline W. Ricords, Office Support 2 at MH/ID/EI, effective April 10, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Kiona L. Larios, Probation Aid at Probation Services, effective April 10, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Charmaine L. Beck, Accounting Clerk C in the Treasurer's Office, effective April 12, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Stephen R. Morris, Regular Part-Time Office Support 1 in Voter Registration, effective April 10, 2023. Vote unanimous.

Prothonotary/Clerk of Courts, Barb Smith, met with Commissioners to announce Passport Acceptance Day on Saturday, April 29, 2023 from 9am to 1pm. Due to the high demand of passports and neighboring counties that don't process them. The Sheriff's Office will also be open from 9am to 12:30pm to process applications for the Pennsylvania License to Carry Firearms.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the Passport Acceptance Day on April 29, 2023 from 9am to 1pm. Vote unanimous.

Jon Hess, District Attorney's Office Chief Detective and Danielle Emerick, Purchasing Agent met with Commissioners to award bids for a three-dimensional crime scene scanner, forensic extraction software, video enhancement software, and traffic cameras to be placed at ten (10) high-action intersections throughout the county. Most of the cost will be covered with

the Pennsylvania Commission on Crime and Delinquency under the Gun Violence Investigation & prosecution (GVIP) Grant Program.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the following bids for the District Attorney’s Office. Vote unanimous.

Collision Forensic Solutions	\$105,551.77
Platelogiq, LLC	\$105,000.00
Axon Enterprise, Inc.	\$ 31,980.00
Cellebrite	\$ 29,100.00

Department of Emergency Services Director, Bob Dowd met with Commissioners to present the Law Enforcement Shooting Range Lease Agreement between the County of Lebanon and the Greater Lebanon Refuse Authority for the rental of property at 1805 Russell Road, Lebanon (parcel number25:2318364-380118-0000). The term of the lease shall be for three (3) years, commencing on January 1, 2023 and expiring on December 31, 2025. The rent shall be One Dollar (\$1.00) per year.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Law Enforcement Shooting Range Lease Agreement with the Greater Lebanon Refuse Authority. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the County Annual HAZMAT Report. Vote unanimous.

Dawn Poliseo, Administrative Assistant of the Commissioner’s Office, presented the following items for consideration.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the Notice to Proceed Agreement in the amount of \$36,240 with Wilson Consulting for the Preliminary Engineering work that is required for the proposed superstructure replacement of CO-1, a county-owned bridge on Michter’s Road in Heidelberg Township, known as “Red Bridge”. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the contract with the Department of Environmental Protection Black Fly Suppression Program for 2023. The County’s contributing amount for the services is \$5,200. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the Local Match for State Operating Financial Assistance Resolution for Lebanon Transit’s 2023-2024 Operation Application in the amount of \$143,433.00. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to allocate \$3,000 from proceeds of the Hotel Tax to the Lebanon Singing Cedar Chorus. As requested, these funds

shall be used toward the 75th Anniversary of Barbershop Music in Lebanon County. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the 2023 Liquid Fuels request for the following municipalities. Vote unanimous.

Myerstown Borough	Allocation Requested \$3,094.00
South Lebanon Township	Allocation Requested \$10,416.00

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve exemption of real estate taxes on the property listed below. This exemption is granted based on information received from the Pennsylvania State Veterans’ Commission for Real Estate Tax Exemption: Vote unanimous.

Robert Glasgow
49 Senic Drive
Myerstown, PA

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the appointment of Natasha Beaumont, Tatianna Garcia, and Alicia Horney to the Commission for Women Advisory Board for a 3-year term. Their terms will expire on April 12, 2026. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the appointment of Andrea Anderson to serve a 3-year term to the MH/ID/EI Advisory Board. Her term will expire December 31, 2025. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the re-appointment of David Warner and Jason Kratzer to the Lebanon Transit Board of Directors. They will serve a three-year term to expire January 31, 2026. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to adjourn the meeting.

Attest:

Chief Clerk/County Administrator

Chairman

Wednesday, April 19, 2023 1:30 p.m.

Ryan Fretz, member of the Friends of Governor Dick provided a presentation titled “A Case for Preservation.” He was accompanied by Cavi Miller, Mike Sherman, and Deb Simpson.

The presentation included information about timbering that has occurred at Governor Dick, a request to reform the current Board of Trustees, suggestions of actions to take, and a request to develop a dialogue with the Board of Trustees and the County Commissioners.

Chip Brightbill, board member of the Clarence Schock Memorial Park at Governor Dick Board urged everyone to review a book titled “Forest Man”.

Additional concerns and comments were made by the following individuals:

Susan Wheeler
Jane Maurer
Dave Weaver

Commissioner Litz mentioned that George Gress was an important resource to her at the Swatara Watershed Association. It takes time for a forest to regenerate and mature.

At 2:00 the Board of Commissioners met in an executive session to discuss Personnel.

Thursday, April 20, 2023 9:30 a.m.

The Lebanon County Commissioners convened today, all members present. Commissioner Phillips presiding.

The meeting opened with Observance of a Moment of Silence and the Pledge to the Flag.

The Commissioners asked for public comment. Arn Moehlmann, of Richland, respectfully asked if the Commissioners would consider replacing the trees that were cut down by the picnic table area and replacing them with new oak trees.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the minutes from the April 6, 2023 Commissioners meeting. Vote unanimous.

Belinda Spicer, 2nd Deputy Lebanon County Treasurer, met with the Commissioners to present the weekly Treasurer's report for consideration.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Treasurer's report as read with expenditures in the amount of \$196,679.45 subject to audit. The gross payroll is in the amount of \$1,129,810.84. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the Resolution adding a 2nd Deputy on the Prothonotary's Office seven (7) checking accounts with Fulton Bank. Vote unanimous.

Michelle Edris-Snavely, Director of the Lebanon County Human Resources Department, met with the Commissioners to present personnel transactions for consideration.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the resignation of William H. Wertz, Security Officer, Building and Security, effective March 29, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the rescind offer of employment of Monica A. Yuzon, Caseworker 1, Children and Youth Services, effective April 17, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the resignation of Angela Mackie-Rutledge, Part-Time Law Clerk, Court Administration, effective April 6, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the resignation of Wayne M. Bridgham, Assistant District Attorney 1, District Attorney's Office, effective April 28, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the termination of Kiona L. Larios, Probation Aide, Probation Services, effective April 14, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the resignation of Jeffrey A. Shade, Full-Time Deputy Sheriff, Sheriff's Office, effective April 21, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the promotion of Janellie Rodriguez, Office Support 2 to Fiscal Assistant in Children and Youth Services, effective May 1, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the promotion of Megan D. Tidwell, Assistant Public Defender 1 to Chief Public Defender in the Public Defender's Office, effective May 1, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Tim A. Chambers, Caseworker 1 in Children and Youth Services, effective April 24, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Korbi L. Evans, Office Support 2 in Children and Youth Services, effective May 1, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Connor P. Callaghan, Full-Time Detective in District Attorney’s Office/Detective’s Unit, effective May 1, 2023. Vote unanimous.

Chloe Bomgardner, a senior at Northern Lebanon High School and the 2023 Pennsylvania State Fair Queen, met with Commissioner to highlight the statewide pageant and obligations as a state fair queen. She presented the same speech that helped her win the state title at the competition in January. Bomgardner is the daughter of Corwin and Tara Bomgardner. She assists her family with raising holstein show heifers, dairy beef, chickens, and market hogs. She serves as vice president of the Northern Lebanon FFA Chapter and is currently president of the NorLebCo 4-H Dairy Club.

Michael Anderson, Director of Domestic Relations, met with Commissioners to present a revision to the Professional Service Contract for the two Stenographer’s Corinne Macian and Kathy Sheffy. The section that needs to be added is under IV. Administrative Duties of Contractors, 6. Suspension and Debarment.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Professional Services Contract revision adding a “Suspension and Debarment” clause for Corinne Macian and Kathy Sheffy. Vote unanimous.

Jamie Wolgemuth, Chief Clerk/County Administrator of the Commissioner’s Office, presented the following items for consideration.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the 2023 Liquid Fuels request for the following municipality. Vote unanimous.

North Londonderry Township	Allocation Requested \$8,911.00
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It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the 2023 Liquid Fuels request for the following municipality. Vote unanimous.

Annville Township	Allocation Requested \$4,759.00
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It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve exemption of real estate taxes on the properties listed below. This exemption is granted based on information received from the Pennsylvania State Veterans’ Commission for Real Estate Tax Exemption: Vote unanimous.

Helga Colbert
1151 Hunters Chase Lane
Lebanon, PA

Joshua Gates
237 East Chestnut Street
Cleona, PA

It was moved by Comm. Litz, seconded by Comm. Kuhn, to allocate \$4,000 from the proceeds of the Hotel Tax to the Spinstock Flow Arts Festival. As requested, these funds shall be used toward the 2023 Spinstock Flow Arts Festival. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to allocate \$6,000 from the proceeds of the Hotel Tax to The Friends of Old Annville. As requested, these funds shall be used toward the 2023 Historic Old Annville Day. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to allocate \$7,500 from the proceeds of the Hotel Tax to the Hinkelfest. As requested, these funds shall be used toward the 2023 Hinkelfest. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the following 2022-2023 PCoRP Loss Prevention Grant Applications. Vote unanimous.

Guardian RFID ID Cards for the Correctional Facility	\$1,200.00
Four (4) additional monitors for Building and Security	\$1532.95
Armor Vest, Tourniquets, Ballistic Shields, Gas Mask, Dog Pole	\$4,674.68

It was moved by Comm. Kuhn, seconded by Comm. Litz, to adjourn the meeting.

Attest:

Chief Clerk/County Administrator

Chairman

Wednesday, April 26, 2023 2:30 p.m.

The Board of Commissioners met in an executive session to discuss Personnel. All members present.

Wednesday, May 3, 2023 1:30 p.m.

Karen Groh, President, Lebanon Valley Chamber of Commerce met with the Commissioner's to present the first phase of a "Skills Training and Workforce Needs Demand." Groh reviewed the objectives that have been identified through the needs assessment and answered questions. This phase of the study was funded by Lebanon County's allocation of American Rescue Plan Act (ARPA), at a cost of \$44,000.

Ms. Groh requested additional funding of \$35,000 to conduct the next three phases of the Skills Training and Workforce Needs Study, which would identify skills needed in Lebanon County and characterization of successful workforce training center models.

Thursday, May 4, 2023 9:30 a.m.

The Lebanon County Commissioners convened today, all members present. Commissioner Phillips presiding.

The meeting opened with Observance of a Moment of Silence and the Pledge to the Flag.

The Commissioners asked for public comment. Prothonotary, Barb Smith reported on the recently held "Passport Day" at the courthouse. Smith's Office processed 103 new passports, 17 renewals, and 92 photos were taken, with a total revenue of \$4,380. Sheriff Marley's Office also issued 18 License to Carry permits.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the minutes from the April 20, 2023 Commissioners meeting. Vote unanimous.

Sallie Neuin, Lebanon County Treasurer, met with the Commissioners to present the weekly Treasurer's report for consideration.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Treasurer's report as read with expenditures in the amount of \$2,646,314.64 subject to audit. The gross payroll is in the amount of \$1,088,460.44. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Resolution adding a 2nd Deputy on the Prothonotary's Office one (1) checking account with First Citizens Community Bank. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Resolution to open a Grant-In-Aid account for Probation. Vote unanimous.

Michelle Edris-Snavely, Director of the Lebanon County Human Resources Department, met with the Commissioners to present personnel transactions for consideration.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Michelle Heffner, Residential Service Coordinator, Renova Center, effective May 17, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the promotion of Michele L. Curry, Caseworker 2 to Casework Supervisor in Children and Youth Services, effective May 15, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the promotion of Terri L. Smith, Administrative Assistant 1 to Administrative Assistant 2 in Domestic Relations, effective May 15, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the change of status of Robbie D. Heverling, Telecommunicator 1 to Telecommunicator 2 in the Department of Emergency Services, effective May 15, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the promotion of Peter M. Shanfelder, Team Leader to Direct Support Supervisor at the Renova Center, effective May 15, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Beth A. Cintron, Caseworker 1 in Children and Youth Services, effective May 15, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Kristen M. Williams, Caseworker 1 in Children and Youth Services, effective May 22, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Madeline Santiago, Administrative Assistant to Court Admin in Court Administration, effective May 15, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Jedd Erdman, Maintenance at Clarence Shock/Governor Dick, effective May 8, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Emily N. Piersol, Office Support 1 at the Correctional Facility, effective May 8, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Natasha M. Manfred, General Clerk C in Prothonotary, effective May 22, 2023. Vote unanimous.

North Cornwall Township's Public Works Director, Justin Thompson and Manager Tom Long, met with Commissioners to express appreciation for \$25,000 of Act 13 Marcellus Shale Grant funds. Funds were used for improvements to the hiking path at Snitz Creek Park, with a total project cost of \$60,729.

John Shott, Criminal Justice Advisory Board Planner at Probation Services met with Commissioners to request authorization to submit an application to The PA Commission on Crime and Delinquency (PCCD). Lebanon County is eligible to apply for Intermediate Punishment funding for Fiscal Year 2023-2024. This will enable the County to continue offering eligible offenders a viable alternative to incarceration, now referred to as a "restrictive condition of probation". This application requires no local funding match.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to authorize John Shott to submit the grant application to the PCCD for the Intermediate Punishment Treatment Grant in the amount of \$200,108 for FY 2023-2024. Vote unanimous.

Tony Alvarado, Lebanon County Conservation District's Mosquito-borne Disease Control Program Coordinator gave an update of the recent tire collection. 2,655 auto tires and 67 oversized tires were collected. Alvarado announced that Eastern Equine Encephalitis (EEE) detection has begun in the Swatara State Park. Alvarado said the 2023 season has started with warm weather and 2022 was a busy year with 186 positives for West Nile Virus and that included four spraying events.

Department of Emergency Services Director, Bob Dowd met with Commissioners to present a Co-Location Agreement with Zito West Holding, LLC that will provide 4 strands of dark fiber lines between 400 South 8th Street and 1805 Cornwall Road, Lebanon in exchange for space in our courthouse server room.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Co-Location Agreement with Zito Business in exchange for colocation space and power between 400 S. 8th Street, Lebanon and 1805 Cornwall Road, Lebanon in the event of a detected or reported service impacting outage. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the Department of Emergency Services 911 Building Plumbing Change Order #3 in the amount of \$8,985.00. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Department of Emergency Services 911 Building General Construction Change Order #5 in the amount of \$54,259.00. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the Department of Emergency Services 911 Building General Construction Change Order #6 in the amount of \$164,008.00. Vote unanimous.

Karen Groh, President, Lebanon Valley Chamber of Commerce met with the Commissioner's to request American Rescue Plan Act (ARPA) funds for the completion of the Skills Training and Workforce Needs Study for next three phases, which would identify skills needed in Lebanon County and characterization of successful workforce training center models.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve a grant of \$35,000 from American Rescue Plan Act (ARPA) funds for the Skills Training and Workforce Needs Study. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to allocate \$10,000 from proceeds of the Hotel Tax to the Community of Lebanon Association. As requested, these funds shall be used toward the Flowers/Hanging Baskets and Planters project for 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to allocate \$7,500 from proceeds of the Hotel Tax to Motorama Production. As requested, these funds shall be used toward the America's Truckfest – Truck, Jeep and Big Rig Show. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to allocate \$5,000 from proceeds of the Hotel Tax to The Caring Cupboard. As requested, these funds shall be used toward the TruckTrek: Food Truck and Arts Fest of Central PA. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve exemption of real estate taxes on the properties listed below. This exemption is granted based on information received from the Pennsylvania State Veterans' Commission for Real Estate Tax Exemption: Vote unanimous.

Margaret Schaeffer
99 Huckleberry Road
Jonestown, PA

Robert Gavurnik
218 Highland Drive
Jonestown, PA

Matthew Buchmoyer
550 E. High Street
Lebanon, PA

James Furhman
206 N. Mill Street
Lebanon, PA

Robert Hill
17 N. Lebanon Street
Quentin, PA

Darrell Poole
1118 N. 7th Street
Lebanon, PA

Hector Rodriguez, Jr.
1106 Chestnut Street
Lebanon, PA

Lisa Mease
402 Greenfield Drive
Lebanon, PA

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the 2023 Liquid Fuels request for the following municipality. Vote unanimous.

Palmyra Borough

Allocation Requested \$7,830.00

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the appointment of Jon Fitzkee to the Lebanon Transit Board of Directors. He will serve a three-year term to expire January 31, 2026. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the 2022-2023 PCoRP Loss Prevention Grant Application in the amount of \$9,918.17 for fourteen (14) Spartan Units (mobile inmate tracking system) for the Guardian System for the Lebanon County Correctional Facility. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to adjourn the meeting.

Attest:

Chief Clerk/County Administrator

Chairman

Wednesday, May 17, 2023 1:30 p.m.

The Board of Commissioners met in an executive session to discuss Personnel. All members present.

Thursday, May 18, 2023 9:30 a.m.

The Lebanon County Commissioners convened today, all members present. Commissioner Phillips presiding.

The meeting opened with Observance of a Moment of Silence and the Pledge to the Flag.

The Commissioners asked for public comment. Karen Dundore-Gulotta of Myerstown, thanked the Commissioners, on behalf of the St James Players, for their generous support from the Hotel Tax that was used for the reimbursement of the Ultra Short Throw Project. Joining her was student, Grace, who has been mentored by Karen for several years. The St. James Players' first musical will be announced on August 6th with the first live performance taking place on September 14th at their new location in the Lebanon Valley Mall.

Jen Kuzo, President of Visit Lebanon Valley, gave the history of mascot "Lebanon Lilly" and announced they will be celebrating Lebanon Lilly's Birthday at Patches Creamery later today.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to adopt the following proclamation for Lebanon Lilly Day. Vote unanimous.

Lebanon County Commissioners' Office



PROCLAMATION Lebanon Lilly Day

WHEREAS, in April of 2019, Visit Lebanon Valley purchased a life-size cow statue, and she became a great addition to the Lebanon Valley Visitors Center office; and

WHEREAS, with the help of local children, Lebanon Lilly was given her name. She was named after Lebanon's famed Lilly Coleman; and

WHEREAS, after a few touch-ups from a local artist, MJ McFalls, the statue began to look like a real-life Holstein; and

WHEREAS, shortly after seeing the positive response from the community, the Lebanon Valley's underly adorable ambassador, Lilly, became the star of a children's book to showcase all that the county has to offer. The book is titled "The Adventures of Lebanon Lily" and was written by Jennifer Kuzo, where

Lilly journeys through Lebanon County, making several pit stops at recognizable sites such as the Cornwall Iron Furnace, Lebanon Valley Rail Trail, the Farmers Market, and more; and

THEREFORE, We, Lebanon County Commissioners, proclaim that May 18th, 2023, as Lebanon Lilly Day in Lebanon County, Pennsylvania

BOARD OF COUNTY COMISSIONERS

Robert J. Phillips
Michael J. Kuhn
Jo Ellen Litz

ATTEST: Jamie A. Wolgemuth
Chief Clerk/County Administrator

ADOPTED: This Eighteenth Day of May
Two Thousand Twenty-Three

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the minutes from the May 4, 2023 Commissioners meeting. Vote unanimous.

Sallie Neuin, Lebanon County Treasurer, met with the Commissioners to present the weekly Treasurer’s report for consideration.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the Treasurer’s report as read with expenditures in the amount of \$1,023,106.54 subject to audit. The gross payroll is in the amount of \$1,082,641.46. Vote unanimous.

Michelle Edris-Snavely, Director of the Lebanon County Human Resources Department, met with the Commissioners to present personnel transactions for consideration.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the resignation of Pamela Warner, PT Court Clerk, Clerk of Courts, effective May 19, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the termination of Marangelly Matos Rivera, Secretary D, District Attorney’s Office, effective May 11, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the retirement of Leisa Frey, Casual Call LPN, Renova, effective July 9, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the resignation of Amanda Wagner, FT Program Assistant, Renova, effective May 21, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the promotion of Susie Mena-Mercado, Caseworker 1 to Caseworker 2 in Children and Youth Services, effective May 28, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the promotion of Theresa Figueroa, Caseworker 2 to Child Abuse Investigator in Children and Youth Services, effective June 11, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the transfer of Susan M. Harring, Full-Time Developmental Assistant to Caseworker 1 at Renova Center, effective May 28, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the promotion of Edward J. Potter Jr., Assistant Counselor to Training Director at the Correctional Facility, effective May 28, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the promotion of Christopher K. Leisey, Building Code Administrator 2 to Building Code Official in Planning, effective May 29, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the promotion of Randal J. Stewart, Adult Probation Officer 1 to Adult Probation Officer 2 at Probation Services, effective May 28, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the promotion of Caitlin B. Mininger, Assistant Public Defender 1 to 1st Assistant Public Defender in the Public Defender's Office, effective May 15, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Taylor E. Casey, Office Manager at Clarence Shock Memorial Park/Governor Dick, effective May 17, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Jennifer L. Hoffmier, Office Support 1 at the Correctional Facility, effective May 30, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Lexi P. Prakansa, Caseworker 1 at MH/ID/EI, effective May 22, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Destiny Lightfoot, FT Developmental Assistant at Renova, effective May 30, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Keith R. Wittig, FT Deputy Sheriff in the Sheriff's Office, effective May 22, 2023. Vote unanimous.

Holly Leahy, Administrator of MH/ID/EI, met with the Commissioners to present Fiscal Year 2022-2023 Provider Contract Amendments.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Fiscal Year 2022-2023 Provider Contract Amendments in the amount of \$104,456 for MH/ID/EI services. Vote unanimous.

Carol Davies, Administrator of Area Agency on Aging, met with Commissioners to present the 2022-2023 Provider Contract Amendments.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the Fiscal Year 2022-2023 Provider Contract Amendments in the amount of \$44,554.35. Vote unanimous.

Michael Anderson, Director of Domestic Relations and Danielle Emerick, Purchasing Agent, presented a sixty (60) month vehicle lease with Enterprise Fleet Management for Domestic Relations for use of transporting clients.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the sixty (60) month vehicle lease with Enterprise Fleet Management in the amount of \$40,159.28. Vote unanimous.

Brett Holland and Michael Battistelli, from Stifel; and, Daniel Winters and Jason Gantt, from Confluence Investment Management, met with the Commissioners to present the results of the 1st Quarter Performance and Investment Review of the Lebanon County Municipal Employees' Retirement Plan with a Balance of \$124,885,556.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve exemption of real estate taxes on the properties listed below. This exemption is granted based on information received from the Pennsylvania State Veterans' Commission for Real Estate Tax Exemption: Vote unanimous.

Dennis Hartman
215 Redwood Lane
Lebanon, PA

John F. Simmons
3340 W. Oak Street
Lebanon, PA

It was moved by Comm. Kuhn, seconded by Comm. Litz, to appoint Shirley M. Sowizral, to serve a 3-year term on the MH/ID/EI Advisory Board. Her term will expire December 31, 2025. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to re-appoint John Harrell, Dale Hoover, and Daniel Kreider to the Lebanon County Land Preservation Board. Their terms will expire January 31, 2026. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the 2023 Liquid Fuels request for the following municipalities. Vote unanimous.

Heidelberg Township	Allocation Requested \$4,095.00
East Hanover Township	Allocation Requested \$2,658.00
South Annville Township	Allocation Requested \$3,438.00

It was moved by Comm. Litz, seconded by Comm. Kuhn, to ratify the following Proclamation for 2023 National Police Week. Vote unanimous.

Lebanon County Commissioners' Office



PROCLAMATION

"2023 National Police Week"

WHEREAS, Police Officer's Memorial Day was created and established as May 15th by an Act of Congress to pay special recognition to those law enforcement officers who gave their lives in the line of duty for the safety and protection of others; and

WHEREAS, the members of the law enforcement agencies of Lebanon County play an essential role in safeguarding the rights and freedoms of the citizens of the County; and

WHEREAS, it is important that all citizens know and understand the problems, duties, and responsibilities of their police department, and that members of our police department recognize their duty to serve the people by safeguarding life and property, by protecting them against violence or disorder, by protecting the innocent against deception and the weak against oppression or intimidation; and

WHEREAS, the police departments of Lebanon County have grown to be modern and scientific law enforcement agencies which unceasingly provide a vital public service.

NOW, THEREFORE, WE, the Commissioners of Lebanon County, call upon all of our citizens and all patriotic, civic and educational organizations to observe the week of May 14th through 20th, as "**POLICE WEEK**" with appropriate ceremonies in which all may join in commemorating police officers, past and present, who by their faithful and loyal devotion to their responsibilities have rendered a dedicated service to their communities and, in doing so, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

FURTHER, WE, encourage all citizens of the County of Lebanon to observe May 16, 2023, as "**POLICE OFFICER'S MEMORIAL DAY**" in honor those peace officers who, through their courageous deeds, have lost their lives or have become disabled in the performance of duty.

BOARD OF COUNTY COMMISSIONERS

Robert J. Phillips
 Michael J. Kuhn
 Jo Ellen Litz

ATTEST: Jamie A. Wolgemuth
 Chief Clerk/County Administrator

ADOPTED: This Eighteenth Day of May
 Two Thousand Twenty-Three

It was moved by Comm. Kuhn, seconded by Comm. Litz, to adopt the following proclamation for Juniper Village. Vote unanimous.

Lebanon County Commissioners' Office



PROCLAMATION

Whereas, Juniper Communities, a leading provider of senior living communities founded in 1988 by Lynne S. Katzmann, Ph.D., is celebrating its 35th anniversary; and

Whereas, Juniper Communities, started with one building, and has grown to 28 senior living communities in four states employing 1,565 people; and

Whereas, Juniper Communities is dedicated to Nurturing the Spirit of Life in each individual served and believes the keys to healthy aging are an active body, and engaged mind, and a fulfilled spirit; and

Whereas, Juniper Communities is improving aging through innovative programs such as Connect4Life that integrates clinical providers, their services, and communication protocols to provide individualized, coordinated, onsite care; and Catalyst, a program that ties together the disciplines of care, hospitality services and engagement to provide a personalized approach to wellbeing; and

Whereas, Juniper Village at Lebanon, since 2013, has been empowered by Juniper Communities to become an outstanding Independent Living and Personal Care Home committed to excellence, innovation and advancement of person-centered care; and

Whereas, Juniper Village at Lebanon is home to 140 residents and 75 associates who are actively engaged in the community; and

Whereas, Juniper Village at Lebanon has partnered with community organizations: Lebanon County Christian Ministries, Lebanon County Career and Technology, Harmonia Music Association,

Wednesday, May 31, 2023 1:30 p.m.

Karen Raugh, Executive Director of the Lebanon County Housing and Redevelopment Authority met with Commissioners request consideration for \$100,000 from the Affordable Housing Trust (Act 137) Fund for Domestic Violence Intervention (DVI) to supplement U.S. Department of Housing and Urban Development (HUD) monies to alleviate homelessness for victims of domestic violence in Lebanon County.

Thursday, June 1, 2023 9:30 a.m.

The Lebanon County Commissioners convened today, all members present. Commissioner Phillips presiding.

The meeting opened with Observance of a Moment of Silence and the Pledge to the Flag.

The Commissioners asked for public comment and no comment(s) were heard.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the minutes from the May 18, 2023 Commissioners meeting. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to adopt the following proclamation for Huggins Jane Allie. Vote unanimous.

Lebanon County Commissioners' Office



PROCLAMATION

WHEREAS, *Huggins J. Allie began her career with the County of Lebanon employed as Clerk Typist A in Domestic Relations, on May 15, 2000 and was promoted to Secretary D on June 26, 2000; and*

WHEREAS, Jane fulfilled various jobs Team Clerk, General Clerk A, Medical/Locate Officer and Administrative Assistant 2, throughout her career; and

WHEREAS, during her tenure, Jane served the County with devotion and commitment. She performed her duties and responsibilities in a proficient manner; and

WHEREAS, on June 3, 2023, Jane will retire from Lebanon County Domestic Relations with over 23 years of distinguished service; and

NOW, THEREFORE, BE IT RESOLVED THAT WE, The Commissioners of Lebanon County, on behalf of past Boards of County Commissioners, past and present employees, and all our citizens, unite to thank Jane for the outstanding service she provided during her many years at the County.

FURTHER, we extend our congratulations and best wishes for a most rewarding future and the very best retirement.

BOARD OF COUNTY COMMISSIONERS

Robert J. Phillips
Michael J. Kuhn
Jo Ellen Litz

ATTEST: Jamie A. Wolgemuth
Chief Clerk/County Administrator

ADOPTED: The First Day of June,
Two Thousand Twenty-Three.

Sallie Neuin, Lebanon County Treasurer, met with the Commissioners to present the weekly Treasurer's report for consideration.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Treasurer's report as read with expenditures in the amount of \$1,123,356.54 subject to audit. The gross payroll is in the amount of \$1,097,456.78. Vote unanimous.

Michelle Edris-Snavely, Director of the Lebanon County Human Resources Department, met with the Commissioners to present personnel transactions for consideration.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the rescind acceptance offer of employment of Beth A. Cintron, Caseworker 1, Children & Youth Services, effective May 15, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the resignation of Mackenzie L. Wright, Full-Time Booking Agent, District Attorney's/Central Booking, effective May 19, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the resignation of Krystal D. Torres, Office Support 2, Domestic Relations, effective May 31, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the termination-job abandonment of Jennifer L. Hoffmier, Office Support 1, Correctional Facility, effective May 31, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the termination-job abandonment of Daniel J. Connolly, FT Correctional Officer, Correctional Facility, effective May 31, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the resignation of Jeremy M. Breton, Probation Officer 1, Probation Services, effective June 9, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the termination of Janet Wolf, Office Support 2, Probation Services, effective May 30, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the resignation of Nicole A. Williams, Collections Officer, Probation Services, effective June 1, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the resignation of Susan M. Harring, Full-Time Developmental Assistant, Renova, effective May 18, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the resignation of James W. Ryals, General Clerk C, Clerk of Courts, effective May 31, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the request from Chief Public Defender Megan Tidwell to have the current Secretary in the Public Defender's Office work up to an additional 10 hours per week maximum, at time and a half as needed for six (6) to eight (8) weeks; effective May 30, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the promotion of Adrian M. Layser, Aging Care Manager Supervisor 2 to Administrator 2 at the Area Agency on Aging, effective June 19, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the transfer of Kathy A. Smith, Judicial Secretary (K) in Courts to Administrative Assistant 1 in Domestic Relations, effective June 26, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the promotion of Brittany Koenig, Probation Aide to Probation Officer 1 at Probation Services, effective June 11, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the promotion of Larrissa J. Rivera, Secretary D to Secretary B in the Public Defender's Office, effective May 29, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the promotion of Shannon S. Pascal, Public Defender 1 to Public Defender 2 in the Public Defender's Office, effective June 12, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the request from Erin Moyer, Administrator of Children and Youth Services to create three (3) additional positions within the department. One (1) Caseworker 2/Child Abuse Investigator position and two (2) Caseworker positions, effective July 1, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of David L. Thomas II, Caseworker 1 in Children and Youth Services, effective June 5, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Charlotte R. Morrison, Full-Time Telecommunicator in the Department of Emergency Services, effective June 5, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Andrew J. Bickel, Full-Time Telecommunicator in the Department of Emergency Services, effective June 5, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Amber M. Dechert, Part-Time Court Clerk in Clerk of Courts, effective June 12, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Eileen M. Kleinfelter, General Clerk C in Clerk of Courts, effective June 12, 2023. Vote unanimous.

Erin Moyer, Administrator of Children and Youth presented First, Second, and Third Quarter Invoices for Fiscal Year 2022-2023 and the AVANCO contract for 2023-2024.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the Fiscal Year 2022-2023 First Quarter Invoices for Children and Youth Services as follows. Vote unanimous.

ACT 148	\$1,955,449
TANF	\$ 115,072
Title IV-E Placement Maintenance	\$ 143,625
Title IV-E Adoption Assistance	\$ 45,747
Medicaid	\$ 1,552
Total	\$2,261,445

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Fiscal Year 2022-2023 Second Quarter Invoices for Children and Youth Services as follows. Vote unanimous.

ACT 148	\$2,123,199
TANF	\$ 0
Title IV-E Placement Maintenance	\$ 165,211
Title IV-E Adoption Assistance	\$ 45,090
Medicaid	\$ 4,127
Total	\$2,337,627

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the Fiscal Year 2022-2023 Third Quarter Invoices for Children and Youth Services as follows. Vote unanimous.

ACT 148	\$2,067,432
TANF	\$ 0
Title IV-E Placement Maintenance	\$ 135,127
Title IV-E Adoption Assistance	\$ 45,127
Medicaid	\$ 0
Total	\$2,247,686

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the AVANCO contract for 2023-2024 in the amount of \$30,000 for the Automated Case Management System for Children and Youth Services. Vote unanimous.

LeeAnne Burchik, Executive Director and Mike Ritter, Deputy Director of the Domestic Violence Intervention (DVI) of Lebanon County, met with Commissioners to request \$100,000 from the Affordable Housing Trust (Act 137) Fund to supplement U.S. Department of Housing and Urban Development (HUD) monies to alleviate homelessness for victims of domestic violence in Lebanon County. Funding will enable DVI to design housing support around the unique needs of persons fleeing domestic violence.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve \$100,000 from the Optional Affordable Housing Funds (Formerly Act 137). Funds to be used to alleviate homelessness for victims of domestic violence. Vote unanimous.

Jamie Wolgemuth, Chief Clerk/County Administrator of the Commissioner’s Office, presented the following items for consideration.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve exemption of real estate taxes on the property listed below. This exemption is granted based on information received from the Pennsylvania State Veterans’ Commission for Real Estate Tax Exemption: Vote unanimous.

Kenneth Winters
1807 Mae Avenue
Lebanon, PA

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve a 2022-2023 PCoRP Loss Prevention Grant Application in the amount of \$5421 to purchase thirty-nine (39) Strion Streamlight Flashlights & Holders for the Probation Department. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the re-appointment of Harrison “Harry” Diehl and Raymond Bender to the Clarence Schock Memorial Park at Governor Dick Board of Directors. They will serve a three-year term to expire June 30, 2026. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to adjourn the meeting.

Attest:

Chief Clerk/County Administrator

Chairman

Wednesday, June 7, 2023 11:00 a.m.

The Board of Commissioners met in an executive session to discuss Personnel. All members present.

At 1:30 p.m. John Klahr from Cedar Hill Cemetery Association met with the Commissioners to discuss the cemetery, located in Fredericksburg, PA . A Civil War monument, erected in 1884, is made of zinc and in need of restoration. McKay Lodge Conservation of Ohio, has provided an estimate for off-site restoration. The Cemetery Association would need to furnish a new concrete base. The total budget for the project is \$75,000 to \$100,000. Mr. Klahr is requesting a letter of endorsement and recommendation to support applications for funding and grants for the restoration project.

At 2:00 p.m. John Wengert, Tod Dissinger, Tom Kotay, and Timothy Huber, Esquire representing Lebanon Valley Rail Trail, Inc. (LVRT) met with Commissioners to review request for American Rescue Plan Act (ARPA) funding requests and discuss a need for a countywide Ordinance to establish rules of use and operation on the Rail Trail. LVRT will develop a draft ordinance to provide the county and affected municipalities.

At 2:30 p.m. The Board of Commissioners met in an executive session to discuss Real Estate.

Thursday, June 8, 2023 10:00 a.m.

The Board of Commissioners met in an executive session to discuss Personnel. All members present.

Wednesday, June 14, 2023 1:30 p.m.

The Board of Commissioners met in an executive session to discuss Personnel. All members present.

At 1:30 p.m. Eric Wilden, Senior Manager of Government and External Affairs and Kristen Ritchey, Manager of External Affairs from Comcast met with Commissioners to discuss Comcast's plan to deploy qualifying broadband service to additional households, businesses, and institutions throughout unserved and underserved areas of Lebanon County.

At 2:00 p.m. The Board of Commissioners met in an executive session to discuss Union Negotiations.

Thursday, June 15, 2023 9:30 a.m.

The Lebanon County Commissioners convened today, all members present. Commissioner Phillips presiding.

The meeting opened with Observance of a Moment of Silence and the Pledge to the Flag.

The Commissioners asked for public comment and no comment(s) were heard.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the minutes from the June 1, 2023 Commissioners meeting. Vote unanimous.

Belinda Spicer, Assistant Deputy Treasurer, met with the Commissioners to present the weekly Treasurer's report for consideration.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Treasurer's report as read with expenditures in the amount of \$1,932,716.54 subject to audit. The gross payroll is in the amount of \$1,134,617.93. Vote unanimous.

Michelle Edris-Snavely, Director of the Lebanon County Human Resources Department, met with the Commissioners to present personnel transactions for consideration.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Nathan S. Harner, Casual PT Telecommunicator, Department of Emergency Services, effective May 28, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Amy M. Loser, FT Telecommunicator, Department of Emergency Services, effective June 27, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Deja A. Pyles, Office Support 2, Domestic Relations, effective June 12, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Caroline W. Ricords, Office Support 2, MH/ID/EI, effective June 16, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the termination-job abandonment of Tyler M. Peiffer, FT Correctional Officer, Correctional Facility, effective June 4, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Joseph J. Vedilago, FT Deputy Sheriff, Sheriff's Office, effective June 26, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve Domestic Relations Services Director, Michael Anderson, request to reclassify one (1) of his current Enforcement Officer positions to an Administrative Enforcement/Locate Assist 2 position, no change in grade or salary for this position (Nonunion Grade 10), effective immediately. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve Probation Services Director, Audrey Fortna, request to temporarily increase the work week hours from 37.5 hours/week to 40-hours/week for the two (2) Collections Officers, Carla Arnold, and Rachel Speck, in the Probation Services department. Effective immediately, through the filling of all Collections Officer positions, the above-mentioned employees have the option of earning flex time or straight pay for the additional hours worked, with no more than 7.5 hours of flex time permitted to be retained on the books, in accordance with office policy. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the promotion of Kathleen Dugan, Aging Care Manager Supervisor 2 to Deputy Administrator 2 at the Area Agency on Aging, effective July 10, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the promotion of Madison P. Hafer, Caseworker 2 to Child Abuse Investigator in Children and Youth, effective June 25, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the promotion of Payge C. Hess, Caseworker 1 to Caseworker 2 in Children and Youth, effective June 25, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Matthew A. Cipri, PT Senior Center Manager 1 (Palmyra) at Area Agency on Aging, effective June 26, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Jacqueline K. Kissel, Caseworker 1 in Children and Youth Services, effective June 19, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Mercedes Abernathy, Caseworker 1 in Children and Youth Services, effective June 26, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Hilary S. Escobar, General Clerk C in Clerk of Courts, effective June 19, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Hannah Appel, FT Correctional Officer at the Correctional Facility, effective June 26, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Timmy Gray Jr., FT Correctional Officer at the Correctional Facility, effective June 26, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Mark Rychlak, FT Correctional Officer at the Correctional Facility, effective June 26, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Tyrone Pearsall, Casual PT Correctional Officer at the Correctional Facility, effective June 26, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Elizabeth Weiant, Casual PT Correctional Officer at the Correctional Facility, effective June 26, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Lucia Miranda, Office Support 2 in Domestic Relations, effective June 26, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Beriah M. Tolbert, Office Support 2 in Domestic Relations, effective June 26, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Kevin M. Connor, Probation Officer 1 at Probation Services, effective June 26, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Andrea N. Suarez, Secretary D in the Public Defenders Office, effective June 19, 2023. Vote unanimous.

Carol Davies, Administrator of Area Agency on Aging met with Commissioners to present the 2022-2023 contract amendments for approval. Presented were 34 contracts, for services valued at \$1,080,116. Many contracts are not capped, since more than one provider is available to provide the service. Funds are available within the AAA budget and there is no request for additional County funds.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the 2023-2024 budget summary for Area Agency on Aging. Total revenues and expenditures equal \$4,163,039. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the 34 Fiscal Year 2023-2024 Contract Amendments for services valued at \$1,080,116. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to reappoint Trudy Gates, Barbara Tobias, Melissa Gruber, JoAnn Steinmetz and appoint Jonathan Witmer and James Porubiansky to the Lebanon County Area Agency on Aging Advisory Council. Their terms will be effective July 1, 2023 and will expire June 30, 2026. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to adopt the following proclamation for Carol Davies. Vote unanimous.

Lebanon County Commissioners' Office



PROCLAMATION

***WHEREAS,** Carol Davies began her career with the County of Lebanon employed as Administration Officer 1 at Area Agency on Aging, on February 11, 1991, transferring to MH/ID/EI as a Fiscal Operations Officer 3 on October 30, 2000; and*

***WHEREAS,** on October 3, 2011, Carol was promoted Executive Director of Lebanon County Drug and Alcohol and on August 12, 2013 she was promoted to Administrator at Area Agency on Aging; and*

***WHEREAS,** during her tenure, Carol served the County with devotion and commitment. She performed her duties and responsibilities in a proficient manner; and*

***WHEREAS,** on June 17, 2023, Carol will retire from the Lebanon County Area Agency on Aging with over 32 years of distinguished service; and*

***NOW, THEREFORE, BE IT RESOLVED THAT WE,** The Commissioners of Lebanon County, on behalf of past Boards of County Commissioners, past and present employees, and all our citizens, unite to thank Carol for the outstanding service she provided during her many years at the County.*

***FURTHER,** we extend our congratulations and best wishes for a most rewarding future and the very best retirement.*

BOARD OF COUNTY COMMISSIONERS

Robert J. Phillips
Michael J. Kuhn
Jo Ellen Litz

ATTEST: Jamie A. Wolgemuth
Chief Clerk/County Administrator

ADOPTED: The Fifteenth Day of June,
Two Thousand Twenty-Three.

James Donmoyer, Executive Director and Susan Douglas, Fiscal Operation Officer of Lebanon County Commission on Drug and Alcohol, met with Commissioners to present Fiscal Year 2023-2024 Provider Contracts for approval and presented a summary of the Drug and Alcohol 2023-2024 budget. Total revenues and expenditures equal \$2,470,786, which is a 9.57% increase from the 2022-2023 budget. The increase is due to 3 new contracts for the expenditure of Lebanon County's share of Opioid settlement funds. Funds are available within the Drug and Alcohol budget and there is no request for additional County funds.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the forty-two (42) Drug and Alcohol Provider Contract Amendments for Fiscal Year 2022-2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the 2023-2024 budget summary for Drug and Alcohol. Total revenues and expenditures equal \$2,470,786. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to reappoint Lynn Appleby to the Lebanon County Commission on Drug and Alcohol. Her term will be effective immediately and will expire February 19, 2026. Vote unanimous.

Holly Leahy, Administrator and Sue Douglas, Fiscal Operation Officer of MH/ID/EI, met with the Commissioners to present Fiscal Year 2022-2023 Provider Contract Amendments, Fiscal Year 2023-2024 MH/ID/EI Provider Contract Amendments, and the Fiscal Year 2023-2024 Budget.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve ten (10) Fiscal Year 2022-2023 Provider Contract Amendments in the amount of \$60,831 MH/ID/EI services and support. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve ninety-four (94) Fiscal Year 2023-2024 Provider Contract Amendments in the amount of \$5,430,956 for MH/ID/EI services and support. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz to approve the MH/ID/EI Fiscal Year 2023-2024 proposed budget in the amount of \$8,546,247. Vote unanimous.

Department of Emergency Services Director, Bob Dowd met with Commissioners to present Change Orders for the new 911 Center and a request of \$74,921 of ARPA funding be allocated to the purchase of a county-wide law enforcement records management system. This system will be available to all Lebanon County Law Enforcement Agencies, providing significant improvements in information sharing, crime analytics, and cost reductions.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Department of Emergency Services 911 Building General Construction Change Order #7 in the amount of \$71,281.00. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the purchase of the county-wide law enforcement records management system using American Rescue Plan Act (ARPA) funds in the amount of \$74,921. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the amendment to the Tyler Technologies contract for the Department of Emergency Services. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to ratify the following Resolution 6-6-2023 for a temporary county-wide burn ban. Vote unanimous.



Robert J. Phillips
Michael J. Kuhn
Jo Ellen Litz
County Commissioners

Lebanon County Commissioners

Room 207, Municipal Building • 400 South Eighth Street • Lebanon, Pennsylvania 17042-6794
Phone: 717-228-4427 • Fax 717-274-8094 • Website: www.lebcounty.org

Jamie A. Wolgemuth
County Administrator
David R. Warner, Jr.
County Solicitor

RESOLUTION No. 6-6-2023

WHEREAS, severe dry conditions have existed for a substantial period of time and are forecasted to remain dry for the foreseeable future, resulting in a much higher potential for wildfires; and

WHEREAS, there has been an increase in uncontrolled wildfires requiring significant fire department resources to extinguish; and

WHEREAS, the County, with the support of the majority of the municipal fire chiefs, has identified the need to take action to reduce the threat to life and property; and

WHEREAS, §13201 of the County Code authorizes the County to impose a temporary County-wide ban on open fires: Act of October 24, 1995, P.L. 332, No. 52 P.S. § 13201; and

NOW, THEREFORE, BE IT RESOLVED, that a temporary county-wide burn ban will be in effect commencing at 12:00 p.m. on Thursday, June 8th, 2023, prohibiting open burning.

"Open burning" is defined as the ignition and subsequent burning of any combustible material (garbage, leaves, grass, twigs, litter, paper, vegetative matter involved with land clearing, or any sort of debris) out-of-doors, either in a burn barrel or on the ground.

The use of propane or gas stoves, charcoal briquette grills, or the use of tobacco in any form is not covered under county burn bans. Campfires are allowed in the fire rings that confine and contain the campfire in a designated state, federal, or Department of Environmental Protection licensed campground.

The resolution shall be enforced by any sworn police officer, including the Pennsylvania State Police. Any person who violates the provisions of this Resolution commits a summary offense and shall, upon conviction, be sentenced to pay a fine of not more than \$100 for the first offense, \$200 for the second offense, and \$300 for the third offense.

BE IT FURTHER RESOLVED, that this temporary County-wide burn ban on outdoor burning will be in effect for thirty (30) days, expiring on July 8th, 2023, unless extended prior to the expiration.

ADOPTED this 6th day of June, 2023.

BOARD OF COUNTY COMMISSIONERS

Robert J. Phillips
Michael J. Kuhn
Jo Ellen Litz

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve an exemption to the current burn ban for fireworks at Twin Grove Park on June 17, 2023, using professional pyrotechnicians and Northern Lebanon County Fire and Emergency Services providing fire protection. Department of Emergency Services will confirm there are no current wildfires in nearby Schuylkill County. Vote unanimous.

Jamie Wolgemuth, Chief Clerk/County Administrator of the Commissioner's Office, presented the following items for consideration.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve a grant of \$390,012 from American Rescue Plan Act (ARPA) funds for the past and ongoing expenses for the Lebanon Valley Rail Trail. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the 2023 Liquid Fuels request for the following municipalities. Vote unanimous.

Lebanon City	Allocation Requested \$26,814.00
North Cornwall Township	Allocation Requested \$8,489.00
Annville Township	Allocation Requested \$4,759.00

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve exemption of real estate taxes on the properties listed below. This exemption is granted based on information received from the Pennsylvania State Veterans' Commission for Real Estate Tax Exemption: Vote unanimous.

Barry Shellenhamer

Michael Kitchen Jr.

228 East Cherry Street
Palmyra, PA

1006 Walnut Street
Lebanon, PA

Darlene F. Boltz
119 Ginger Court
Lebanon, PA

Thomas Cash
113 East Mill Ave
Myerstown, PA

It was moved by Comm. Litz, seconded by Comm. Kuhn to approve the Agreement for Provision of Medical Transportation between Lebanon County Community Action Partnership and Rafael Rodriguez for curb to curb or door to door transportation services as requested by CAP for consumers enrolled in the Medical Assistance Transportation Program of CAP in Lebanon County. The agreement is effective from May 11, 2023 to June 30, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve a letter of support Cedar Hill Cemetery Association acknowledging support of the Cedar Hill Cemetery’s grant application for funding in the restoration project of the Lick Monument that was erected in 1884 and is now in need of repair. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve a letter of support for Comcast Cable Communications LLC (Comcast) application to the COVID-19 ARPA Capital Projects Fund Broadband Infrastructure Program to deploy qualifying broadband services to additional households, businesses, institutions in unserved and underserved areas of Lebanon County. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to adjourn the meeting.

Attest:

Chief Clerk/County Administrator

Chairman

Thursday, July 6, 2023 9:30 a.m.

The Lebanon County Commissioners convened today, all members present. Commissioner Phillips presiding.

The meeting opened with Observance of a Moment of Silence and the Pledge to the Flag.

The Commissioners asked for public comment and no comment(s) were heard.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the minutes from the June 15, 2023 Commissioners meeting. Vote unanimous.

Comm. Litz moved to discuss Monument Park. The motion was not seconded, but fellow Commissioners agreed to discuss the park at the end of the meeting.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to adopt the following proclamation for Anna Devine. Vote unanimous.

Lebanon County Commissioners' Office



PROCLAMATION

WHEREAS, Anna Devine began her career with the County of Lebanon employed as Caseworker 1 in Children and Youth, on August 18, 1986, transferring to Area Agency on Aging as a Aging Case Manager, on September 20, 1999; and

WHEREAS, on February 12, 2007 Ann was promoted to Aging Care Supervisor 1 and on May 21, 2012, was promoted to Aging Care manager Supervisor 2 and was promoted to Deputy Administrator on January 28, 2019; and

WHEREAS, during her tenure, Ann served the County with devotion and commitment. She performed her duties and responsibilities in a proficient manner; and

WHEREAS, on July 8, 2023, Ann will retire from the Lebanon County Area Agency on Aging with over 36 years of distinguished service; and

NOW, THEREFORE, BE IT RESOLVED THAT WE, The Commissioners of Lebanon County, on behalf of past Boards of County Commissioners, past and present employees, and all our citizens, unite to thank Ann for the outstanding service she provided during her many years at the County.

FURTHER, we extend our congratulations and best wishes for a most rewarding future and the very best retirement.

BOARD OF COUNTY COMMISSIONERS
Robert J. Phillips

Michael J. Kuhn
Jo Ellen Litz

ATTEST: Jamie A. Wolgemuth
Chief Clerk/County Administrator

ADOPTED: The Sixth Day of July
Two Thousand Twenty-Three

Sallie Neuin, Lebanon County Treasurer, met with the Commissioners to present the weekly Treasurer's report for consideration.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the Treasurer's report as read with expenditures in the amount of \$2,620,195.23 subject to audit. The gross payroll is in the amount of \$1,105,102.91. Vote unanimous.

Michelle Edris-Snavely, Director of the Lebanon County Human Resources Department, met with the Commissioners to present personnel transactions for consideration.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the resignation of Angelica J. Farrisi, Casework Supervisor 1, Children and Youth Services, effective July 5, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the resignation of Joshua A. Windemaker, Caseworker 1, Children and Youth Services, effective June 29, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the resignation of John J. Cikovic III, Operations Technician, Department of Emergency Services, effective May 22, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the resignation of Joseph Z. Walsh, FT Correctional Officer, Correctional Facility, effective June 27, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the retirement of Jody E. Weaver, Caseworker 2, MH/ID/EI, effective September 30, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the retirement of Dawn L. Wolfe, ID Program Specialist 2, MH/ID/EI, effective September 7, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the resignation of Jessica Coyt, Probation Officer 1, Probation Services, effective July 3, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the termination of Bonnie D. Carmichael, Office Support 1, Voter Registration, effective June 19, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the transfer of Holly L. Witmer, Caseworker 1 in Children and Youth Services to Work Release/Assistant Counselor at the Correctional Facility, effective July 10, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the transfer of Michelle L. Hall, Court Officer in Court Administration to Office Support 2 in Domestic Relations, effective July 10, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the promotion of Alyssa N. Aungst, Administrative Assistant 1 to Administrative Assistant 2 in Domestic Relations, effective July 10, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Patricia L. Perry, Casual PT Security Officer in Building and Security, effective July 10, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Suzanne E. Lanphier, Fiscal Technician in Children and Youth Services, effective July 17, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Maddison A. Fleming, Assistant Counselor at the Correctional Facility, effective July 10, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Steven N. Donat, Building Code Administrator 2 in Planning, effective July 10, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Cohen M. Meyer, Casual Call Developmental Assistant at the Renova Center, effective July 10, 2023. Vote unanimous.

Department of Emergency Services Director, Bob Dowd met with Commissioners to present Change Orders for the new 911 Center and to present a revocation of the County Burn Ban.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the Department of Emergency Services 911 Building HVAC Change Order #2 in the amount of \$32,799.99. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Department of Emergency Services 911 Building Plumbing Change Order #4 in the amount of \$11,183.00. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the Change Order with L3HARRIS for the P25 Phase II Upgrade to increase microwave terminal capacity from 105 Mbps to 155 Mbps in the amount of \$75,749.80. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the revocation of the County wide burn ban effective Monday, June 26, 2023. Comm. Phillips and Comm. Kuhn voted "Aye" Comm. Litz voted "Nay". Motion carried.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve exemption of real estate taxes on the properties listed below. This exemption is granted based on information received from the Pennsylvania State Veterans' Commission for Real Estate Tax Exemption: Vote unanimous.

Kyle Cross
476 Sweetwater Drive
Palmyra, PA

Harold Brown
415 Homestead Drive
Lebanon, PA

Mary Earl
102 Ironmaster Road
Lebanon, PA

Vernon Johnson
148 South 22nd Street
Lebanon, PA

Brian Zimmerman
443 Beechwood Ave
Lebanon, PA

Shelandra Levatt
142 Wheatstone Lane
Lebanon, PA

Faydeen Gerhart
660 Jonestown Road
Jonestown, PA

Commissioner Litz initiated a discussion on Monument Park after a social media post. Litz wanted citizens to know they were heard. The post revealed that all of the lights were not working and that lights were few and far between, creating unwanted activity in the park after dusk when the park is Closed. Commissioner Litz said she would like to see signage, lights, benches, and flowerpots as well as an aluminum flagpole and suggested ARPA funds could possibly be used to pay for these items. Commissioner Kuhn also pointed out that veterans suggested no events be allowed in the park, which is considered hallowed grounds. Commissioners concurred to wait to have a follow-up discussion when Administrator Jamie Wolgemuth returns.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to adjourn the meeting.

Attest:

Chief Clerk/County Administrator

Chairman

Wednesday, July 19, 2023 1:30 p.m.

The Board of Commissioners met in an executive session to discuss Real Estate. All members present.

Thursday, July 20, 2023 9:30 a.m.

The Lebanon County Commissioners convened today, all members present. Commissioner Phillips presiding.

The meeting opened with Observance of a Moment of Silence and the Pledge to the Flag.

The Commissioners asked for public comment. Ryan Fretz, Mt Gretna on behalf of the Friends of Mt. Gretna stated they would like to request a new Forest Management Plan, a new Board of Directors at Governor Dick and schedule a workshop meeting with Dr. Joan Maloof who founded the Old-Growth Forest Network to preserve, protect and promote the country's few remaining stands of old-growth forest. Commissioner Phillips said a workshop meeting is scheduled with the Governor Dick Board in August and the request for Dr. Maloof should be routed through the Board.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the minutes from the July 6, 2023 Commissioners meeting. Vote unanimous.

Sallie Neuin, Lebanon County Treasurer, met with the Commissioners to present the weekly Treasurer's report for consideration.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Treasurer's report as read with expenditures in the amount of \$4,157,311.04 subject to audit. The gross payroll is in the amount of \$1,135,882.36. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the resolution authorizing new signers on the Lebanon County Area Agency on Aging Congregate Feed Program and Checking Account at Fulton Bank. Vote unanimous.

Leeanne Shank, Deputy Director of the Lebanon County Human Resources Department, met with the Commissioners to present personnel transactions for consideration.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the resignation of Annette Pyles, Fiscal Assistant, Area Agency on Aging, effective July 31, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the resignation of Ronnie A. Spittler, Maintenance Mechanic, Building and Grounds, effective July 17, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the resignation of Allen R. Yingst, Casual PT Security Officer, Building and Security, effective July 7, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the resignation of Nelson Berrios Jr., Fiscal Technician, Children and Youth, effective August 2, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the resignation of Tim A. Chambers, Caseworker 1, Children and Youth, effective July 17, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the resignation of Eileen M. Kleinfelter, General Clerk C, Clerk of Courts, effective July 21, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the resignation of Amber M. Dechert, PT Court Clerk, Clerk of Courts, effective July 14, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the resignation of Oriel Rivera-Garcia, FT Correctional Officer, Correctional Facility, effective July 6, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the resignation of Jose Barragan, FT Correctional Officer, Correctional Facility, effective July 14, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the promotion of Morgan P. Ernst, Caseworker 1 to Caseworker 2 in Children and Youth Services, effective July 23, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the change of status of Jennifer N. Eberly, Casual PT Telecommunicator to FT Telecommunicator in the Department of Emergency Services, effective July 23, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve Director of the Department of Emergency Services, Robert Dowd's recommendation to create a full-time Training & Logistics Officer position within his department, at a grade 12 on the Non-union salary chart, effective immediately. This position is 100% reimbursed through the public safety fee. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Issac J. Romberger, Caseworker 1 in Children and Youth Services, effective August 7, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Derek D. Thurman, Caseworker 1 in Children and Youth Services, effective July 24, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Melinda M.Colon, FT Booking Agent in Central Booking, effective July 24, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Rachel Bradley, Office Support 1 at the Correctional Facility, effective August 7, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of James A. Algeo, PT Court Officer in Court Administration, effective July 31, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Janelle Bonilla, Probation Aide at Probation Services, effective July 24, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Everia Gonzalez Domenich, PT Court Clerk in Clerk of Courts, effective July 24, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Leslye Ortiz, Secretary D in the Public Defender's Office, effective July 24, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Darius Hubbard, FT Deputy Sheriff in the Sheriff's Department, effective July 24, 2023. Vote unanimous.

Janelle Gechter, Renova Center Directors met with the Commissioners to present 2023-2024 Provider Contracts for consideration.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the cosmetology services agreement with Anita Mettley to provide haircuts on an “as needed” basis. Charges for the services shall be \$12 and the agreement shall be effective from July 1, 2023 to June 30, 2024. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the Facility Medical Director contract with UPMC Primary Care Fredericksburg in the amount of \$1,122.70/month for Administrative Services and Direct Care Services. The agreement shall be effective from July 1, 2023 to June 30, 2024. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the Arthur & Zeisloft and Consulting (AZTAC’s) Contract for Services for Fiscal Year 2023-2024. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the Utilization Review Committee Agreements with Cyndi Brandt and Dr. Mark E. Folk to serve on the Facility Utilization Review Committee in the amount of \$80.00 per meeting. The agreement shall be effective from July 1, 2023 to June 30, 2024. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to adopt the following proclamation for Pretrial, Probation & Parole Week. Vote unanimous.

Lebanon County Commissioners’ Office



PROCLAMATION

“Pretrial, Probation & Parole Week”

WHEREAS, all Pennsylvanians deserve opportunities to live healthy, safe, and purposeful lives, and community supervision is an essential part of Pennsylvania’s justice system; and

WHEREAS, corrections professionals such as pretrial, probation, and parole officers uphold the law with dignity, while recognizing the right of the public to be safe and guarded from criminal activity. Their proven practices and effective supervision provide an opportunity for successful reintegration; and

WHEREAS, pretrial, probation, and parole officers work toward changing lives by working with reentrants to help them find solutions to problems and to help them live a safe, healthy, and productive life; and

WHEREAS, corrections professionals are responsible for supervising adult reentrants, while serving, supporting, and protecting victims, as well as providing appropriate advocacy and resources, and

WHEREAS, they work collaboratively with local law enforcement, treatment providers, social service agencies, and a variety of other programs, groups, and individuals involved with reentry; and

WHEREAS, Pennsylvania's pretrial, probation, and parole officers are on the front line of efforts to reduce recidivism and prevent future crime. This week is a time to recognize and celebrate the dedicated and caring individuals in the community who work tirelessly to make neighborhoods safer and more vibrant places to live, raise families, and work to give reentrants a second chance to be productive members of society.

NOW, THEREFORE, WE, the Commissioners of Lebanon County, do hereby proclaim July 16-22, 2023, to be **Pretrial, Probation & Parole Week** in honor of all these corrections professionals who play crucial roles in the criminal justice system and help achieve safer communities.

BOARD OF COUNTY COMMISSIONERS

Robert J. Phillips

Michael J. Kuhn

Jo Ellen Litz

ATTEST: Jamie A. Wolgemuth
Chief Clerk/County Administrator

ADOPTED: The Twentieth Day of July
Two Thousand Twenty-Three

It was moved by Comm. Kuhn, seconded by Comm. Litz, to adopt the following proclamation for Metastatic Breast Cancer Awareness Day. Vote unanimous.

Lebanon County Commissioners' Office



PROCLAMATION

WHEREAS, October is Breast Cancer Awareness Month, let it be known that the **County of Lebanon** is pleased to recognize and observe October 13, 2023 as **Metastatic Breast Cancer Awareness Day** and hereby recognizes the METAvivor **#LightUpMBC** national campaign;

WHEREAS, breast cancer is the most common type of cancer among women in the world, and second leading cause of cancer death among women in the United States. More than one in eight women and one in 833 men in the U.S. will be diagnosed with breast cancer in their lifetimes. In 2023, an estimated 300,590 Americans will be diagnosed with invasive breast cancer; and

WHEREAS, Metastatic breast cancer occurs when breast cancer spreads to other parts of the body, including the bones, lungs, liver and brain and has an average life expectancy of 24-36 months. Regardless of early detection, approximately 30% of stage 0 to III breast cancers will return as stage IV. An estimated 43,700 Americans will die from breast cancer in 2023, equal to 115 women and men per day, with 98% due to metastatic breast cancer; and

WHEREAS, the national organization, METAvivor Research and Support, funds critical stage IV metastatic breast cancer research, educates the public about metastatic breast cancer and lack of funding for stage IV treatment. They aim to dramatically increase the current percentage of U.S. breast cancer **research dollars from**

under 5 percent to 30 percent for the already metastasized patient. The national hashtags for this initiative on social media fall under **#METAvivor and #LightUpMBC**.

WHEREAS, there is a global **#LightUpMBC campaign** on October 13th every year. to illuminate 115 landmarks in the metastatic colors of teal, pink and green, throughout the world, bringing awareness to the disease and to honor the daily number of 115 lives lost to MBC. The day will culminate in a virtual broadcast, **#LightUpMBC Live**, to commemorate landmarks lighting around the country, share inspiring stories by the metastatic breast cancer community and raise research funds.

WHEREAS, the pink ribbon is well-known for representing the fight against early stage breast cancer, it is not inclusive of Stage IV. Therefore, the **metastatic breast cancer awareness tri-color ribbon** includes teal, pink and green: The teal color portrays healing and spirituality. Green represents the triumph of spring over winter, life over death, renewal, hope, and immortality and the thin pink overlay signifies that the cancer originated in the breast.

WHEREAS: Metastatic breast cancer affects all races and socioeconomic classes. While, Caucasian women see slightly higher incidence rates of breast cancer, the mortality rate for Black women with breast cancer is 41 percent higher than that of Caucasian women, and breast cancer is the leading cause of cancer-related death for Hispanic women.

NOW, THEREFORE BE IT RESOLVED that the County of Lebanon hereby encourages citizens to join the national effort towards awareness of metastatic breast cancer during October through METAvivor.

BOARD OF COUNTY COMISSIONERS

Robert J. Phillips

Michael J. Kuhn

Jo Ellen Litz

ATTEST: Jamie A. Wolgemuth
Chief Clerk/County Administrator

ADOPTED: The Twentieth Day of July
Two Thousand Twenty-Three

Holly Leahy, Administrator of MH/ID/EI met with the Commissioners to present Fiscal Year 2022-2023 Provider Contract Amendments, Fiscal Year 2023-2024 Provider Contract Amendments and to award the Crisis Consultation Grant and Contract to the Panto Group for consideration.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to award the Crisis Consultation Grant and Contract to the Panto Group. The contract agreement begins service delivery on July 17, 2023 and ends no later than March 31, 2025. Total is “not-to-exceed” \$232,106. Vote unanimous

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve seventeen (17) Fiscal Year 2022-2023 Provider Contract Amendments for MH/ID/EI totaling \$263,398. Vote unanimous

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve two (2) Fiscal Year 2023-2024 Provider Contract Amendments for Mental Health totaling \$12,324. Vote unanimous

Adrian Laysen, Administrator of Area Agency on Aging met with the Commissioners to present an assessment proposal with Service Access and Management (SAMS), Inc. for Financial Management Services for Lebanon County Area Agency on Aging's Fiscal Department. SAMS will provide fiscal assessment of the department.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve SAMS Inc. assessment proposal for services on a fee-for-service basis in the amount of \$2,000. Vote unanimous.

Kerry Royer, Mount Gretna Art Show Director thanked Commissioners for their continued support of the Mount Gretna Outdoor Art Show asked Commissioners to Proclaim 2024 the "Year of the Arts" for their upcoming 50th Mount Gretna Art Show.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to adopt the following proclamation for the Mount Gretna Art Show. Vote unanimous.

Lebanon County Commissioners' Office



PROCLAMATION

WHEREAS, held on the historic Pennsylvania Chautauqua grounds, in Lebanon County. The Mount Gretna Outdoor Art Show ranks in the Top 200 shows nationwide by Sunshine Artist, featuring 200 exhibitors, gourmet food, music, and entertainment on the third weekend of August each year; and

WHEREAS, The show was founded by Lebanon County artists Bruce Johnson, Reed Dixon, and potter Jeff White as a way to exhibit and sell their work. They shared the news about the show with friends and family members so, when the show date finally came, they expected a few familiar faces. The artists were shocked to see hundreds of people show up in the serene borough. In the 50 years since the show emerged, it has since grown into a national event. Artists from throughout the country are welcomed every year. The Art Show is made possible by more than 300 community volunteers; and

WHEREAS, Proceeds from the Art Show are used to support cultural programs of the Pennsylvania Chautauqua and to maintain the Chautauqua's historic buildings and grounds. The show also contributes substantially to the Mount Gretna Volunteer Fire Company and funds a variety of community projects throughout Mount Gretna; and

***NOW, THEREFORE We**, Lebanon County Commissioners, proclaim 2024 the “Year of the Arts” in Mount Gretna in recognition of their upcoming 50th Mount Gretna Art Show. We encourage and invite all residents to join in celebration of this most distinguished occasion.*

BOARD OF COUNTY COMISSIONERS

Robert J. Phillips

Michael J. Kuhn

Jo Ellen Litz

ATTEST: Jamie A. Wolgemuth
Chief Clerk/County Administrator

ADOPTED: The Twentieth Day of July
Two Thousand Twenty-Three

Nichole Eisenhart, 1st Assistant District Attorney met with Commissioners to present the 2023-2024 RASA/VOJO grants. The RASA grant covers procedural services for victims and witnesses of crime and is \$86,383 per year and the VOJO grant covers services for victims and witnesses of juvenile offenders and is \$31,435 per year. Eisenhart, also presented the VOCA 2020-2023 Budget Modification. The modification request is being made because of the receipt of furniture items relating to a potential move in office space for the District Attorney’s Office. Some items requested are no longer needed.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to accept the RASA/VOJO grants for the calendar years 2023-2024. Total award amount for 2023-2024 is \$235,636. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the 2020-2023 VOCA modification request in the amount of \$123,493.00. Vote unanimous.

Department of Emergency Services Director, Bob Dowd met with Commissioners to present a 20-year tower lease with Bashore Scout Reservation and a 90-day Sales Agreement, using ARPA funds, to purchase approximately 4 acres on North Market Street in Schaefferstown, for a potential tower installation, to improve radio coverage for public safety.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the zero (0) dollar 20-year tower lease with Bashore Scout Reservation to improve cellphone coverage. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve a 90-day Sales Agreement in the amount of \$139,000 with Peter Horst for property on North Market Street in Schaefferstown to improve cellphone coverage. Vote unanimous.

Comm. Litz presented issues raised by the public concerning our buildings and grounds.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve that lights, flagpole, benches and planters get evaluated at Monument Park and ARPA Funds be used to do the necessary upgrades. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to establish a policy for future requests for the use of the Courthouse grounds. Comm. Kuhn and Comm. Litz voted "Aye" Comm. Phillips voted "Nay". Motion carried.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to grant permission to get estimates for automatic door openers for the Courthouse restrooms. Vote unanimous.

Jamie Wolgemuth, Chief Clerk/County Administrator of the Commissioner's Office, presented the following items for consideration.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the 2023 Liquid Fuels request for the following municipality. Vote unanimous.

West Cornwall Township

Allocation Requested \$1,992.00

It was moved by Comm. Litz, seconded by Comm. Kuhn, to allocate \$2,625.00 from proceeds of the Hotel Tax to the Campbelltown Community Alliance. As requested, these funds shall be used toward the 2023 Campbelltown Beautification/Flower Project. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to allocate \$7,500.00 from proceeds of the Hotel Tax to the Lebanon Area Fair. As requested, these funds shall be used toward the Advertising & Online Ticketing Abilities. After discussion, it was amended by Comm. Kuhn, seconded by Comm. Litz to allocate \$12,000 to the Lebanon Area Fair. Comm. Phillips and Comm. Kuhn voted "Aye" Comm. Litz voted "Nay". Motion carried.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve exemption of real estate taxes on the properties listed below. This exemption is granted based on information received from the Pennsylvania State Veterans' Commission for Real Estate Tax Exemption: Vote unanimous.

Martin Levan III
839 Garden Avenue
Lebanon, PA

Terry Leed
15 Norma Drive
Richland, PA

Ricardo Gonzales
31 Sandalwood Drive
Palmyra, PA

John Cummings Jr.
4 Cedar Street
Fredericksburg, PA

Harrison Burrage
1315 Metro Drive
Lebanon, PA

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the FY 2023-2024 Agreement for Provision of Medical Transportation Between Lebanon County Community Action Partnership and the following 27 Subcontractor’s, effective July 1, 2023 to June 30, 2024. Vote unanimous.

First Aid & Safety Patrol
Melody Rowe
Nycole Harter
Regina Rowe
Carlos Maldonado
Marie Harter
Walter Wolf
Edward Krick
Rafael Rodriguez

Central Medical Ambulance Services
Rickey Dean
Susan Wickenheiser
Pedro Rojas
Lisa Chernich
Douglas Seigfried
Maximo Munoz Almonte
Mario Paveglio
Howard Gathright

Gabino Rodriguez Ovalle
Scott Miller
Yolanda Muentes
Stephen Putt
Francisco Urena
William Lehr
Penny Cairns
Cliff Leahey
Nancy Lebo

It was moved by Comm. Litz, seconded by Comm. Kuhn, to ratify the letter of support for the Center for Traffic Safety’s grant application for a 3-year Federal Fiscal Community Traffic Safety Project agreement, utilizing federal highway safety grants provided by the National Highway Traffic Safety Administration and administered by the Pennsylvania Department of Transportation. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to adjourn the meeting.

Attest:

Chief Clerk/County Administrator

Chairman

Wednesday, July 26, 2023 1:30 p.m.

The Board of Commissioners held a workshop session meeting. Comm. Kuhn and Litz present, Comm. Phillips absent.

At 1:30 p.m., Sean Drasher, Chief Clerk of Voter Registration met with Commissioners to view a demonstration on electronic poll books.

Wednesday, August 1, 2023 1:30 p.m.

The Board of Commissioners held a workshop session meeting. Comm. Kuhn and Litz present, Comm. Phillips absent.

At 1:30 p.m., Barb Zortman and Danielle Horan from the Center for Traffic Safety, met with the Commissioners to give an overview of the Center's mission and involvement in Lebanon County transportation and vehicle safety.

At 2:00 p.m., Michelle Bremmer and Keith Chase of Gannet Fleming, met with the Commissioners to discuss and collect information regarding updating of the County's Comprehensive Plan. Mr. Chase led a discussion with the Commissioners and staff to develop a scope of work for an update of the County's 2007 Comprehensive Plan.

Thursday, August 3, 2023 9:30 a.m.

The Lebanon County Commissioners convened today, all members present. Commissioner Phillips presiding.

The meeting opened with Observance of a Moment of Silence and the Pledge to the Flag.

The Commissioners asked for public comment and no comment(s) were heard.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the minutes from the July 20, 2023 Commissioners meeting. Vote unanimous.

Sallie Neuin, Lebanon County Treasurer, met with the Commissioners to present the weekly Treasurer's report for consideration.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Treasurer's report as read with expenditures in the amount of \$3,614,539.61 subject to audit. The gross payroll is in the amount of \$1,111,856.52. Vote unanimous.

Leeanne Shank, Deputy Director of the Lebanon County Human Resources Department, met with the Commissioners to present personnel transactions for consideration.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Bailey VanFleet-Horan, Caseworker Supervisor 1, Children & Youth Services, effective August 18, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the termination of Kaylynn E. Bale, Full-Time Correctional Officer, Correctional Facility, effective July 18, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Hannah R. Hawryluck, Full-Time Correctional Officer, Correctional Facility, effective July 24, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Nakita J. Ward, EI Caseworker 2, MH/ID/EI, effective August 25, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the promotion of Carmela F. Friend, Aging Care Manager 1 Trainee to Aging Care Manager 2 at Area Agency on Aging, effective August 8, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the promotion of Destiny E. Lehman, Caseworker 1 to Child Abuse Investigator in Children and Youth Services, effective August 20, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the change of status of Eveira Gonzalez Domenich, Part-Time Court Clerk to Full-Time General Clerk C in Clerk of Courts, effective August 7, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the change of status of Tyler J. Griffe, Full-Time Telecommunicator to Casual Part-Time Telecommunicator in the Department of Emergency Services, effective August 6, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the promotion of Christine M. Heibel, ID Program Specialist 1 to ID Program Specialist 2 at MH/ID/EI, effective September 18, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the promotion of Amber Ritter, Full-Time Program Aide to Team Leader at the Renova Center, effective August 7, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Christinea J. Oliveras, Caseworker 1 in Children and Youth Services, effective August 7, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Elizabeth M. Sensenig, Secretary D in the District Attorney's Office, effective August 7, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Kelsey J. Saborn, Caseworker 1 at MH/ID/EI, effective August 28, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Isaiah Torres, Part-Time Court Clerk in Protonotary, effective August 7, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Morgana Bradley, Full-Time Residential Services Coordinator at the Renova Center, effective August 21, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Alexis E. Resto, Full-Time Deputy Sheriff in the Sheriff's Office, effective August 14, 2023. Vote unanimous.

Danielle Emerick, Purchasing Agent met with Commissioners to present and award the bid for the resealing and line painting of the five (5) municipal parking lots. The project will take place after 6PM during the week or weekends to minimize disruption to the daily business of the County. Bids were put out by PennBid and opened by Purchasing Agent Emerick on July 31, 2023.

Square One Paving Inc., York	\$38,000.00
TLS Paving Maintenance, Jonestown	\$49,695.00

It was moved by Comm. Kuhn, seconded by Comm. Litz, to award the bid for the resealing of the Courthouse parking lots to Square One Paving, with a bid price of \$38,000. Vote unanimous.

Tina Litz, Warden, and Rebekah Bowsman, Fiscal Assistant of the Correctional Facility, met with Commissioners to present the Numi Financial prepaid Mastercard that is designed to replace cash and checks to improve the operational and account process when releasing fund to an individual after incarceration. The prepaid Mastercard is fully integrated with the LCCF's current Viapath Technology System.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Facility Agreement with Numi Prepaid Mastercard. Vote unanimous.

Jamie Wolgemuth, Chief Clerk/County Administrator of the Commissioner's Office, presented the following items for consideration.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the LED Street Lighting Agreement between Lebanon County and Metropolitan Edison Company “Met-Ed” to replace 12 Met-Ed owned street lights with LED lights in Monument Park, to help lower energy usage and maintenance cost and for public safety purposes. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve exemption of real estate taxes on the property listed below. This exemption is granted based on information received from the Pennsylvania State Veterans’ Commission for Real Estate Tax Exemption: Vote unanimous.

Henry Koestner Jr.
101 Juniper Street
Palmyra, PA

It was moved by Comm. Litz, seconded by Comm. Kuhn, to allocate \$7,500.00 from proceeds of the Hotel Tax to The Pennsylvania State University on behalf of Penn State Extension. As requested, these funds shall be used toward the Penn State Crops Conference. After discussion, it was amended by Comm. Litz, seconded by Comm. Kuhn to allocate \$7032.00 to The Pennsylvania State University on behalf of Penn State Extension. Comm. Phillips and Comm. Kuhn voted “Aye” Comm. Litz voted “Nay”. Motion carried. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to allocate \$6,835.00 from proceeds of the Hotel Tax to the Lancaster Kennel Club. As requested, these funds shall be used toward the Lancaster Kennel Club’s Annual Agility Trials. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve a letter of support for Upward Broadband LLC’s application to the Pennsylvania Broadband Development Authority - Capital Projects Fund Broadband Infrastructure Program (CPF BIP) to deploy qualifying broadband services to the unserved Lebanon County. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to adjourn the meeting.

Attest:

Chief Clerk/County Administrator

Chairman

Wednesday, August 15, 2023 1:30 p.m.

The Board of Commissioners met in an executive session to discuss Real Estate. All members present.

Wednesday, August 16, 2023 1:30 p.m.

The Governor Dick Board met with Commissioners to discuss questions posed at a previous workshop on April 19, 2023. Presentations were made by Governor Dick Board members, Ray Bender who reviewed the Board composition, terms, and the fact that two departments within DCNR review the plan and provide instructional feedback before final approval. He also reviewed funding sources for the Park, some from SICO, and much of it from the County Commissioners. Dr. Doug Becker, Board Member and Lebanon Valley College Professor, explained the Forest Management Plan, Chip Brightbill who researched and presented the history of the Park, including newspaper articles on and penned by Clarence Shock. Several comments were shared by those in attendance and Ryan Fretz, of the Friends of Governor Dick presented a book titled "Finding the Mother Tree."

Thursday, August 17, 2023 9:30 a.m.

The Lebanon County Commissioners convened today, all members present. Commissioner Phillips presiding.

The meeting opened with Observance of a Moment of Silence and the Pledge to the Flag.

The Commissioners asked for public comment. Wayne Kauffman of North Annville Township had several questions on the authority of the Greater Lebanon Refuse Authority (GLRA). County Administrator, Jamie Wolgemuth explained that the Authority was originally created by the County and once the Authority became an "Authority", they then became autonomous, where they appoint their own Board, one member from each municipality, charge fees to cover expenses, vote on their expenses. The Township has authority over zoning ordinances like decibel limits and the use of the property.

Susan Wheeler, Cornwall Township asked that the Commissioners to please consider a second opinion on the Governor Dick Stewardship Plan. She would like to see a stewardship plan that would include the County, Governor Dick Board, and the public to create a plan that doesn't involve logging or spraying to prevent destroying the mycorrhizal fungi underground network.

Tim Finn, Susquehanna Area Mountain Bike Association (SAMBA) Trail Director for the Lebanon Valley Mountain Bike Team for the Governor Dick Trails thanked Commissioners for all their support and asked to continue to promote bicycle safety to make the trail systems better.

Michael Schroeder, South Annville Township asked Commissioners to consider a second opinion of the Governor Dick stewardship plan.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the minutes from the August 3, 2023 Commissioners meeting. Vote unanimous.

Sallie Neuin, Lebanon County Treasurer, met with the Commissioners to present the weekly Treasurer's report for consideration.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Treasurer's report as read with expenditures in the amount of \$4,080,608.61 subject to audit. The gross payroll is in the amount of \$1,091,231.01. Vote unanimous.

Michelle Edris, Director of the Lebanon County Human Resources Department, met with the Commissioners to present personnel transactions for consideration.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the removal of Cristina J. Oliveras, Caseworker 1, Children & Youth Services, effective August 7, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Mary H. Griffith, Court Officer, Courts, effective August 25, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Milagros A. Zidik, Administrative Assistant, District Attorney's Office, effective August 18, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Ashley N. Dunkleberger, Full-Time Correctional Officer, Correctional Facility, effective July 15, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Adam M. Clay, Full-Time Correctional Officer, Correctional Facility, effective August 15, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Scott M. Richmond, Deputy Warden of Operations, Correctional Facility, effective September 1, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Connor J. Andruchek, Probation Officer 1, Probation Services, effective August 17, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Annika M. Evans, Officer Support 1, Recorder of Deeds, effective August 10, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of James W. Calder, Casual Part-Time, Sheriff's Office, effective August September 1, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve entering into a Collective Bargaining Agreement with Teamsters Local 429 involving the Lebanon County Social Services Agencies represented employees at the Area Agency on Aging, MH/ID/EI, Drug and Alcohol and Children & Youth Departments, for the term of August 17, 2023 through December 31, 2027. Highlights of Collective Bargaining Agreement include: wage increases at \$3.00 per hour effective September 3, 2023 for the remainder of 2023 through 2024 and 4% for 2025, 2026 & 2027; increased work week from 37.5 hours per week to 40 hours per week; increased on-call compensation for Children & Youth employees (\$375); increase in travel reimbursement for meals to \$10/\$16/\$20; increase in Sick Leave buy back rate to \$20 per day with a decrease in maximum allowable sick days permitted to rollover at the end of the year (155 to 135); increases in medical insurance deductibles to \$1,000/\$2,000 with Working Spousal Carve-out; increase in HELX monthly payment from \$200 to \$250 per month; Vacation time - increase to the accrual rate for 1 to 4 years of employment from 10 days to 12 days per year; modification to Leave of Absence and Family Medical Leave Act policies; other noneconomic revisions to several articles. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the promotion of Ruth A. Snyder, Admin Case Manager 2 to Aging Care Manager Supervisor 2 at the Area Agency on Aging, effective August 21, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the transfer of Angela S. Dankulich, Social Service Aide 1/Case Aide in Children and Youth to Adult Abuse Investigator at the Area Agency on Aging, effective August 21, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the promotion of Robin L. Bucher, Fiscal Assistant to Fiscal Technician in Children and Youth, effective August 21, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the promotion of Linsy E. Moyer, Child Abuse Investigator to Casework Supervisor 1 in Children and Youth, effective August 21, 2023. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the request from District Attorney Pier Hess-Graf, to create an additional union Detective position within the Detective's Bureau effective immediately. Comm. Phillips and Comm. Kuhn voted "Aye" Comm. Litz voted "Nay". Motion carried.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Nathan P. Houser, Maintenance Mechanic in Buildings and Grounds, effective August 21, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Debbie S. Scherer, Caseworker 1 in Children and Youth Services, effective August 21, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of April L. Connor-Kohr, Administrative Assistant 1 in Domestic Relations, effective August 21, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Dylan Boltz, Full-Time Correctional Officer at the Correctional Facility, effective August 28, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Jeremiah Cruz, Full-Time Correctional Officer at the Correctional Facility, effective August 28, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Elijah Freeman, Full-Time Correctional Officer at the Correctional Facility, effective August 28, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of William Kiscadden, Full-Time Correctional Officer at the Correctional Facility, effective August 28, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Aaron Hulslander, Full-Time Correctional Officer at the Correctional Facility, effective August 28, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Kellie Lutz, Full-Time Correctional Officer at the Correctional Facility, effective August 28, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Gabriel C. Deiderick, Probation Officer 1 at Probation Services, effective August 21, 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the employment of Michael P. Tiufekchiev, Assistant Public Defender 1 in the Public Defender's Office, effective August 28, 2023. Vote unanimous.

Certificates were presented by Commissioners to the Northern Lebanon Little League Baseball 12U All Star Team's season came to an end finishing 3rd Place in the Pennsylvania State Tournament. This result was the highest known finish for a little League team hailing from Lebanon County.

Brett Holland and Sonia Gross, from Stifel, along with Kevin Caron, from Washington Crossing Advisors, met with the Commissioners to present the results of the 2nd Quarter Performance and Investment Review of the Lebanon County Municipal Employees' Retirement Plan with a Balance of \$129,941,364.

Jamie Wolgemuth, Chief Clerk/County Administrator of the Commissioner's Office, presented the following items for consideration.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Department of Emergency Services 911 Building Change Orders. Total General Construction Change Order # 8 is \$18,771.00. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to appoint Comm. Litz to serve as the County Commissioner member on the South-Central LEO for the purposes of workforce development in the South-Central Workforce Investment Area of Central Pennsylvania. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the Election Integrity Grant Program Post-Election Report for 2022 in the amount of \$55,772.02. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Election Integrity Grant Program Post-Election Report for 2023 in the amount of \$264,393.94. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to allocate \$6,150 from proceeds of the Hotel Tax to the Hilltop Playground Association. As requested, these funds shall be used toward the Hilltop Playground "Cars for Kids" car show and the Hilltop Playground Octoberfest. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to allocate \$7,500 from proceeds of the Hotel Tax to the Susquehanna Valley Showdown. As requested, these funds shall be used toward the Susquehanna Valley Showdown 2024 Jackpot Animal Show. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve exemption of real estate taxes on the properties listed below. This exemption is granted based on information received from the Pennsylvania State Veterans' Commission for Real Estate Tax Exemption: Vote unanimous.

Caine Oswald
38 North Village Circle
Palmyra, PA

Claude Gregory
24 Locust Grove Park
Grantville, PA

Jillian Puorro
7 Bayberry Court
Myerstown, PA

Albert Migliaccio IV
622 East Lehman Street
Lebanon, PA

Larry Hartman
19 West Main Street
Richland, PA

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the FY 2023-2024 Agreement for Medical Transportation Between The County of Lebanon and Lebanon Transit for the Medical Assistance Transportation Program (MATP). The contract will be effective from July 1, 2023 through June 30, 2024. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to appoint Nicole M. Gray to serve a 3-year term on the Community Action Partnership Advisory Board. Her term will expire December 31, 2026. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to adjourn the meeting.

Attest:

Chief Clerk/County Administrator

Chairman