

Thursday, January 6, 2022 9:30 a.m.

The Lebanon County Commissioners convened today with Comm. Phillips and Comm. Litz present. Commissioner Phillips presiding.

The meeting opened with special Observance of a Moment of Silence with the passing of Commissioner William Edgar Ames 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. Phillips, to approve the minutes from the December 23, 2021 Commissioners meeting. Vote unanimous.

The Board of County Commissioners convened today to reorganize for the year 2022. Comm. Phillips and Comm. Litz present.

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

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

On motion of Comm. Litz, seconded by Comm. Phillips, to appoint Jamie A. Wolgemuth as Chief Clerk-County Administrator to the Board of County Commissioners for the year 2022. Vote unanimous.

On motion of Comm. Litz, seconded by Comm. Phillips, to appoint David Warner Jr. as Solicitor to the Board of County Commissioners for the year 2022. Vote unanimous.

On motion of Comm. Litz, seconded by Comm. Phillips, to reappoint all employees on the County payroll to their respective positions, effective December 26, 2021. Vote unanimous.

On motion of Comm. Litz, seconded by Comm. Phillips, to approve the following schedule for meetings of the Board of Commissioners for the year 2022: 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 2022. 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, 400 S. 8th Street, Lebanon, Pennsylvania beginning at 9:30 a.m. and continuing until all business is transacted.

January 6 (reorganize) January 20	July 7 July 21
February 3 February 17	August 4 August 18
March 3 March 17	September 1 September 15
April 7 April 21	October 6 October 20
May 5 May 19	November 3 November 17
June 2 June 16	December 1 December 15 December 22*

- The Commissioners will meet on Wednesdays, beginning at 1:30 p.m. in Room 207 of the Municipal Building to hold scheduled work sessions dealing with county government functions.

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
Jo Ellen Litz, Vice Chairman/Secretary

Attest: *Jamie A. Wolgemuth*
County Administrator

It was moved by Comm. Litz, seconded by Comm. Phillips, to assign Commissioners as liaisons to the following departments for the year 2022. Vote unanimous.

Robert J. Phillips –

Building & Grounds
Chamber of Commerce
City of Lebanon
Commission on Drug & Alcohol Abuse
Community Action Partnership
Department of Emergency Services
Elections
Expo Center
Lebanon Valley Destination Marketing Organization
Penn State Cooperative Extension
Renova Center
United Way

Jo Ellen Litz –

Area Agency on Aging
Assessment
Children & Youth
Conservation District
Economic Development Corp
Geographical Information Systems
Housing & Redevelopment Authority
Information Technology Services
Lebanon Transit
Mental Health/Intellectual Disabilities/Early Intervention
Planning
Veterans Affairs
Commission for Women

Vacant-

South Central Workforce Investment Board

It was moved by Comm. Litz, seconded by Comm. Phillips, upon the recommendation of County Treasurer Neuin to approve Depository Banks for 2022 as follows: Vote unanimous.

DEPOSITORY BANKS FOR 2022

FIRST CITIZEN'S BANK

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
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 FEEDS 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
CAP ERAP
LEB CO COMM 2021 BOND ISSUE
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 RENOVIA CENTER
LEB CO RENOVIA CENTER SPEC GIFT

FULTON

AREA AGENCY ON AGING
AREA AGENCY ON AGING CONGREGAE FEEDING PROGRAM
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

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
LEB CO COMM EMA HAZ-MAT 165
LEB CO COMM EMA RERF-TMI
LEB CO COMM EMA ACT 12- E911
LEB CO COMM DRUG & ALCOHOL

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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

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 9:38 a.m., the Commissioners sat as the Salary Board to organize for the year 2022.

At 9:41 a.m., the Commissioners sat as the County Board of Assessment Revision of Taxes to organize for the year 2022.

At 9:43 a.m., the Commissioners sat as the County Board of Elections/Registration Commission to organize for the year 2022.

At 9:45 a.m., the County Commissioners reconvened their regular meeting.

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. Phillips, to approve the Treasurer's report as read with expenditures in the amount of \$2,564,030.14, subject to audit. The gross payroll is in the amount of \$1,033,688.99. Vote unanimous.

Michelle Snavelly, 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. Phillips, to accept the resignation of Alexis J. Loyola, Full-Time Booking Agent, Central Booking, effective December 30, 2021. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the resignation of Austin E. Ritchie, Full-Time Correctional Officer, Correctional Facility, effective December 30, 2021. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the resignation of Nidia W. Torres, MDJ Clerk, MDJ Figueroa's/Courts, effective December 29, 2021. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the resignation of Janet L. Wolf, Secretary C, Probation Services, effective January 7, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to remove the name of William E. Ames, Commissioner, Commissioner's Office, effective December 28, 2021 as Commissioner Ames passed away. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve Area Agency on Aging Administrator, Carol Davies' request to have the ability to post and fill their current Volunteer Resources Coordinator position as a Volunteer Resources Coordinator Trainee position, at a pay grade 8 on the Non-union salary chart; until the employee meets the required qualifications and experience to be promoted out of the trainee position, effective January 6, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve MH/ID/EI Administrator, Holly Leahy's request to reclassify one of the current Clerk Typist 2 positions to a Clerk Typist 3 position, at a grade 7 on the Non-union salary chart, effective December 26, 2021. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the promotion of Amy C. Beres, Clerk Typist 2 to Volunteer Resource Coordinator Trainee at Area Agency on Aging, effective January 10, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the promotion of Todd J. Hirsch, Detective to Sergeant in the District Attorney/Detective Bureau, effective January 10, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the change of status for Beatriz Ramos, Part-Time Booking Agent to Full-Time Booking Agent in the District Attorney/Central Booking. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve President Judge Tylwalk's recommendation to create a Enforcement Officer position within the Probation Services department, at a grade 8 on the Non-union salary chart, 75 hours bi-weekly, effective January 6, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve President Judge Tylwalk's recommendation to create another Probation Aide position within the Probation Services

department, at a grade 7 on the Non-union salary chart, 75 hours bi-weekly, effective January 6, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the employment of Lauren Herman, Caseworker 1 in Children and Youth Services, effective January 10, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the employment of Joseph E. West, Clerk Typist A in the District Attorney's Office, effective January 10, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the employment of Elizabeth A. Checket, Full-Time MDJ Clerk at MDJ Wolfe's Office/Courts, effective January 10, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the employment of Janelle N. Deitz, Secretary C in Planning, effective January 10, 2022. Vote unanimous.

Leeanne Shank, Human Resource Assistant of the Lebanon County Human Resources Department, met with the Commissioners to present conference/seminar requests for consideration.

It was moved by Comm. Litz, seconded by Comm. Phillips, to grant permission to Courtney Rank, employee in Children and Youth Services, to attend the mandated "Risk Assessment" February 7, 2022 in Mechanicsburg, PA. Cost to the County will be for mileage and meals. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to grant permission to Courtney Rank, employee in Children and Youth Services, to attend the mandated "Permanency and Concurrent Planning" February 15-16, 2022 in Mechanicsburg, PA. Cost to the County will be for mileage and meals. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to grant permission to Courtney Rank, employee in Children and Youth Services, to attend the mandated "Introduction to Dependency Court" February 24-25, 2022 in Mechanicsburg, PA. Cost to the County will be for mileage and meals. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to grant permission to Michelle Curry, employee in Children and Youth Services, to attend the mandated "Prevention and Intervention" February 16, 2022 in Mechanicsburg, PA. Cost to the County will be for mileage and meals. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to grant permission to Sharon Gassert and Ana Marquez, employees in Children and Youth Services, to attend the mandated

“Multigenerational Difference in the Workplace” February 9-12, 2022 in Mechanicsburg, PA. Cost to the County will be for mileage and meals. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to grant permission to Michael Noll, Eric Wilson and Jason Ladd, employees in Department of Emergency Services, to attend the mandated “Emergency Medical Dispatch” January 26-28, 2022 in Carlisle, PA. Cost to the County will be for registration, mileage, meals and tolls. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to grant permission to Michael Noll, Eric Wilson and Jason Ladd, employees in Department of Emergency Services, to attend the mandated “Emergency Fire Dispatch” January 31 and February 1, 2022 in Carlisle, PA. Cost to the County will be for registration, mileage, meals and tolls. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to grant permission to Michael Noll, Eric Wilson and Jason Ladd, employees in Department of Emergency Services, to attend the mandated “Emergency Police Dispatch” February 3 -4, 2022 in Carlisle, PA. Cost to the County will be for registration, mileage, meals and tolls. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to grant permission to Keith Wanfried, employee in Planning, to attend the mandated “IRC Update Program” online March 22, 2022. Cost to the County will be for registration. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to grant permission to Chris Leisey, employee in Planning, to attend the mandated “BCO Certification Academy” online February 15 & 22, May 2-5 and May 10, 2022. Cost to the County will be for registration. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to grant permission to Susan Christner, employee at Probation Services, to attend the mandated “Juvenile Chiefs Council Executive Committee Meetings” February 11, April 8 and October 14, 2022 in State College, PA. Cost to the County will be for parking and meals. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to grant permission to Audrey Fortna, Susan Christner and Dwight Penberth, employees at Probation Services, to attend the mandated “JPO Membership Meetings” March 17 & 18, May 19 & 20 and September 15 & 16, 2022 in State College, PA. Cost to the County will be for lodging parking and meals. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to grant permission to Sean Drasher, Director in Voter Registration, to attend the non-mandated “PA Elections 2022: Integration, Innovation and Implementation” January 24, 2022 in Harrisburg, PA. Cost to the County will be for registration, mileage, meals and parking. Vote unanimous.

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

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It was moved by Comm. Litz, seconded by Comm. Phillips, to approve and sign the farm lease agreement between the County of Lebanon and Kenneth J. Reist, Lebanon, PA, for rental of thirteen (13) acres of county-owned property located along 422 East in South Lebanon Township, Lebanon, PA for the purpose of farming. The term of this lease shall be from January 1, 2022 to December 31, 2022 at an annual rental of \$1,200.00 per year. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve and sign the farm lease agreement between the County of Lebanon and Loren Horning, Lebanon, PA, for rental of owned property situated along Church Road & Route #934 in South Annville Township, Lebanon, PA for the purpose of farming. The term of this lease shall be from January 1, 2022 to December 31, 2022 at an annual rental of \$150.00 per year. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, 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.

Freddy M. Mackey
21 Thorndale Drive
Myerstown, PA

It was moved by Comm. Litz, seconded by Comm. Phillips, to allocate \$8,000 from proceeds of the Hotel Tax to the Community Health Council of Lebanon County. As requested, these funds shall be used toward the Tour de Lebanon Valley 2022. Vote unanimous.

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

Attest:

Chief Clerk/County Administrator

Chairman

Thursday, January 20, 2022 9:30 a.m.

The Lebanon County Commissioners convened today with Comm. Phillips and Comm. Litz present. Commissioner Phillips presiding.

The meeting opened with an 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. Phillips, to approve the minutes from the January 6, 2022 Commissioners meeting. Vote unanimous.

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

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the Treasurer's report as read with expenditures in the amount of \$2,891,442.53, subject to audit. The gross payroll is in the amount of \$1,027,302.78. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the contract to collect real estate taxes with North Cornwall Township for the tax year 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the opening of a bank account with First Citizens Community Bank for the Wilhelm Avenue Lebanon Valley Rail Trail (LVRT). Vote unanimous.

Michelle Snavelly, 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. Phillips, to accept the resignation of Matthew L. Carney, Sr., Full-Time Correctional Officer, Correctional Facility, effective December 26, 2021. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the removal of Nicholas S. Ceresini, Sr., Casual Part-Time Correctional Officer, Correctional Facility, effective December 25, 2021. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the retirement of Steven D. Schafer, Full-Time Correctional Officer, Correctional Facility, effective January 14, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the resignation of Paul B Neitz, Full-Time Correctional Officer, Correctional Facility, effective January 28, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the resignation of Magen L. Oliviero, DJ Clerk, MDJ Garver/Courts, effective January 7, 2022.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the resignation of Serena I. Cruz, Secretary D, Public Defender's Office, effective January 21, 2022.

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It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the resignation of Paula L. Kline, Secretary D, Public Defender's Office, effective January 20, 2022.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the resignation of Nicholas J. Sidelnick, 1st Assistant Public Defender, Public Defender's Office, effective January 28, 2022.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the resignation of Dalia A. Aboraya, Assistant Public Defender 1, Public Defender's Office, effective February 4, 2022.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the resignation of Carol Brown, Casual Call LPN, Renova Center, effective January 27, 2022.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the resignation of Leisa Frey, Casual Call LPN, Renova Center, effective January 28, 2022.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the promotion of Altisha Coward, Medical Locate Officer to Intake Officer in Domestic Relations, effective January 24, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the promotion of Denise P. Fravel, 2nd Deputy to 1st Deputy in Recorder of Deeds, effective February 7, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the employment of Jessican H. Lockard, Full-Time Correctional Officer at the Correctional Facility, effective January 31, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the employment of Ryan W. Henning, Full-Time Correctional Officer at the Correctional Facility, effective January 31, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the employment of Laquana S. Barber, Full-Time Correctional Officer at the Correctional Facility, effective January 31, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the employment of Janet L. Wolf, Secretary C at Probation Services, effective January 24, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the employment of Robert L. Paull III, Adult Probation Officer, effective January 24, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the employment of Vanessa Sonnen, Full-Time Residential Services Coordinator at the Renova Center, effective January 24, 2022. Vote unanimous.

Leeanne Shank, Human Resource Assistant of the Lebanon County Human Resources Department, met with the Commissioners to present conference/seminar requests for consideration.

It was moved by Comm. Litz, seconded by Comm. Phillips, to grant permission to the following employees in Assessment, to attend the mandated "AAP Recertification Classes" online February 8, 2022. Cost to the County will be for registration. Vote unanimous.

Daniel Seaman	Ted Conley
Carl Stumpf	Michael Keener
Carolyn Wenzler	Renee Firestone

It was moved by Comm. Litz, seconded by Comm. Phillips, to grant permission to Lauren Herman, employee in Children and Youth, to attend the mandated "GPS and CPS" February 10, 2022 in Mechanicsburg, PA. Cost to the County will be for mileage and meals. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to grant permission to Lauren Herman, employee in Children and Youth, to attend the mandated "Safety Assessment" February 22-23, 2022 in Mechanicsburg, PA. Cost to the County will be for mileage and meals. Vote unanimous.

Holly Leahy, Administrator of MH/ID/EI, met with the Commissioners to present Fiscal Year 2020-2021 Provider Contract Amendments and Fiscal Year 2021-2022 Provider Contract Amendments.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the Fiscal Year 2020-2021 Provider Contract Amendments in the amount of \$353 for Early Intervention services, due to more consumers using the service. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the Fiscal Year 2021-2022 Provider Contract Amendments in the amount of \$239,679 for MH/ID/EI services and building renovations. 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. Phillips, to approve the SAVIN Maintenance and Service Agreement between the Pennsylvania District Attorneys Institute and Lebanon County. The SAVIN notification system has been providing notifications to crime victims in Pennsylvania. The notification system downloads necessary information from participating

agencies in Lebanon County to the computers of the SAVIN vendor(s) and will provide notification to those registered regarding the escape, release from custody or transfer from one facility to another of persons held in custody. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the \$467,598.63 Certification of County Funds for 2022 for Farmland Preservation. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the appointment of Denise Thomas to the Lebanon County Library System Board of Directors. She will be the representative for the Myerstown Community Library. She will serve a three year term to expire December 31, 2024. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the appointment of Sheila Davidson to the Lebanon County Library System Board of Directors to fill the remaining term previously held by Frank Yeager serving the Annville Free Library. Her term will expire December 31, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the re-appointment of Susan Werner to the Lebanon County Library System Board of Directors. She will be the representative for the Matthews Public Library. She will serve a three-year term to expire December 31, 2024. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve a request from South Londonderry Township for the extension of project #8-14 (\$7,500) and project #7-15 (\$7,000) for 18 months for the Marcellus Shale Grant for the proposed Campbelltown Community Park pavilion. The design, bidding and construction is to be completed by the spring of 2023. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the Agreement for Provision of Emergency Rental Assistance Program Application Processing between Lebanon County Community Action Partnership and Lillian Morales with reimbursement of \$35.00 per hour for not more than 35 hours per week. Agreement term shall be for the period of January 3, 2022 through September 30, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the Agreement for Provision of Emergency Rental Assistance Program Application Processing between Lebanon County Community Action Partnership and Phyllis Holtry with reimbursement of \$35.00 per hour for not more than 25 hours per week. Agreement term shall be for the period of January 3, 2022 through September 30, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the Agreement for Provision of Emergency Rental Assistance Program Application Processing between Lebanon County Community Action Partnership and Jose Colon with reimbursement of \$30.00 per hour for not more than 30 hours per week. Agreement term shall be for the period of January 3, 2022 through September 30, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the Agreement for Provision of Emergency Rental Assistance Program Application Processing between Lebanon County Community Action Partnership and Sandra Long with reimbursement of \$35.00 per hour for not more than 30 hours per week. Agreement term shall be for the period of January 3, 2022 through September 30, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, 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.

Charles S. Meck
1395 Meadowbrook Lane
Lebanon, PA

It was moved by Comm. Litz, seconded by Comm. Phillips, to sign a letter of support for WEPA Empowerment Center. Lebanon County considers Tec Centro Lebanon as an important partner in the advancement of bilingual workforce training in our community and will provide opportunities that will empower individuals and families. Vote unanimous.

Jamie Wolgemuth, County Administrator gave an update on the application process for the vacant position available for Republican County Commissioner. Those interested in the position should submit an application and resume to Court Administration in Room 312. Applications must be received before 3pm on Friday, February 4, 2022. The Board of Judges will review the applications and appoint someone to fill the vacancy.

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

Attest:

Chief Clerk/County Administrator

Chairman

Wednesday, January 26, 2022 1:30 p.m.

The Board of Commissioners met in an executive session to discuss Personnel, Comm. Phillips and Litz present. Comm. Phillips presiding.

At 2:30 p.m., Pam Shirk, Manager of Downtown Lebanon Main Street met with Commissioners to give a program update and to discuss collaboration with other organizations about First Fridays.

Wednesday, January 26, 2022 1:00 p.m.

The Board of Commissioners met in an executive session to discuss Personnel, Comm. Phillips and Litz present. Comm. Phillips presiding.

At 2:00 p.m., Rafael Torres, Founder/CEO WEPA Empowerment Center and Bill Campoll, Treasurer WEPA met with the Commissioners to give an update on recent progress on the effort to bring a training facility to Lebanon as have been established in Lancaster and Berks Counties. A location and building has been identified on South Ninth Street. WEPA is requesting \$750,000 for this project. Commissioners discussed ARPA funds and whether this could be a source of funding for WEPA.

Thursday, February 3, 2022 9:30 a.m.

The Lebanon County Commissioners convened today with Comm. Phillips and Comm. Litz present. Commissioner Phillips presiding.

The meeting opened with an 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. Phillips, to approve the minutes from the January 20, 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. Phillips, to approve the Treasurer's report as read with expenditures in the amount of \$2,674,985.05, subject to audit. The gross payroll is in the amount of \$1,035,760.28. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the following resolution for letter of credit to secure driveway access for the new DES Center with First Citizens Community Bank in the amount of \$15,500. The letter of credit is for 1-year, annually renewable, unsecured, and has a \$125 documentation preparation fee. Vote unanimous.

Resolution # 2-3-2022

Be it **RESOLVED**, that the Lebanon County Commissioners do hereby approve the \$15,500 letter of credit to authorize Robert J. Phillips and Jo Ellen Litz as signers on behalf of the Lebanon County Commissioners and First Citizens Community Bank to secure driveway access for the benefit of the Pennsylvania Department of Transportation.

We, Robert J. Phillips and Jo Ellen Litz of the Lebanon County Commissioners, Lebanon, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by the Lebanon County Board of Commissioners at a regular meeting held **February 3rd, 2022** and said Resolution has been recorded in the Minutes of the Lebanon County Board of Commissioners and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the Lebanon County Board of Commissioners,

This 3rd day of February, 2022.

**Lebanon County Commissioners
Lebanon, PA**

**Robert J. Phillips, Chairman
Jo Ellen Litz, Vice Chair/Secretary**

Attest:

**Jamie A. Wolgemuth,
Chief Clerk/County Administrator**

Michelle Snavelly, 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. Phillips, to accept the resignation of Amy Beres, Volunteer Resident Coordinator Trainee, Area Agency on Aging, effective January 21, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the resignation of Barbara A. Dengler, Door Monitor, Building and Security/Sheriff's Office, effective January 19, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the resignation of Kirsten L. Boltz, Team Clerk, Domestic Relations, effective February 3, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the resignation of Brittany N. LaBarre, Team Clerk, Domestic Relations, effective February 2, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the resignation of Jennifer N. Eberly, Casual PT Telecommunicator, Department of Emergency Services, effective December 30, 2021. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the resignation of Soniel M. Maldonado, Full-Time Correctional Officer, Correctional Facility, effective February 3, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the resignation of Nicholas R. Rommel, Full-Time Correctional Officer, Correctional Facility, effective January 26, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the removal of Laquana S. Barber, Full-Time Correctional Officer, Correctional Facility, effective January 31, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the rescind offer of employment of Jessica Lockard, Full-Time Correctional Officer, Correctional Facility, effective January 27, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the resignation of Michelle L. Williams, Full-Time Correctional Officer, Correctional Facility, effective February 12, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the resignation of Daniel F. Danton, Full-Time Correctional Officer, Correctional Facility, effective February 14, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the resignation of Victoria S. Morales, Full-Time Correctional Officer, Correctional Facility, effective February 17, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the rescind resignation of employment of Carol M. Brown, Casual Call LPN, Renova Center. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the rescind resignation of employment of Leisa A. Frey, Casual Call LPN, Renova Center. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the promotion of Shannon M. McMinn, Part-Time Senior Center Manager 1 to Senior Center Service Director 2 at Area Agency on Aging, effective February 7, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the transfer of Ana R. Cardona, Secretary B in Commissioners Office to Fiscal Assistant at Community Action Partnership, effective February 21, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the promotion of Alison J. Moyer, Team Clerk to Medical Locate Officer in Domestic Relations, effective February 7, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the change of status of Amber Whitman, Full-Time Program Assistant to Casual Call Developmental Assistant at Renova Center, effective February 6, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the promotion of Amber Ritter, Full-Time Developmental Assistant to Full-Time Program Assistant at Renova Center, effective February 6, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the employment of Ronnie A. Spitler, Maintenance Mechanic in Building and Grounds, effective February 14, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the employment of Tia M. Althouse, DJ Clerk at MDJ Garver's Office/Courts, effective February 7, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the employment of Suzanne L. Houser, Deputy in Voter Registration, effective February 7, 2022. Vote unanimous.

Leeanne Shank, Human Resource Assistant of the Lebanon County Human Resources Department, met with the Commissioners to present conference/seminar requests for consideration.

It was moved by Comm. Litz, seconded by Comm. Phillips, to grant permission to Erin Moyer, Administrator in Children and Youth, to attend the mandated "Celebrating Social Work" online March 1, 8, 15, & 22, 2022. Cost to the County will be for registration. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to grant permission to Jason Weikel, employee in Department of Emergency Services, to attend the mandated "Mitigation for Emergency Managers" March 8-10, 2022 in West Hempfield Township, PA. Cost to the County will be for meals. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to grant permission to Arunya Harrison, employee in District Court 52-2-01/Courts, to attend the non-mandated "MDJ Basic Training for New Employees" February 16-18, 2022 in Mechanicsburg, PA . Cost to the County will be for mileage. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to grant permission to Jordan Nichols and Abigail Baker, employees in the Sheriff's Office, to attend the non-mandated "Tactics for Narcotic Warrants" April 18-22, 2022 in Annville, PA . Cost to the County will be for meals. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to grant permission to Christopher Duran and Bradley Seyfert, employees in the Sheriff's Office, to attend the non-mandated "Bulletproof Mind" April 13, 2022 at Fort Indiantown Gap. Cost to the County will be for meals. Vote unanimous.

Holly Leahy, Administrator of MH/ID/EI and Danielle Hogg, Director of Information Technology Services, met with the Commissioners to present a \$16,982.50 agreement with DocuSign for 10,000 Electronic Signatures for all lines of business for MH, ID, EI, Dr. Townsend and MH, ID, EI Contracts. The one - year contract start date will be February 4, 2022.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve DocuSign Vendor Contract for MH, ID, EI. Vote unanimous.

Carol Davies, Administrator of Area Agency on Aging met with Commissioners to present the 2021-2022 contract amendments for approval. Presented were 11 contracts, with increases totaling \$43,527. Contract increases are generally limited to the amount allowed in the Aging Block Grant allocation of 4.5%. Due to the feedback received from providers related to the difficulties in hiring and the significant increases in the prices of food and materials, a waiver was requested to allow an increase of 5.5% instead of the normal 4.5%. Funds are available within the AAA budget and there are no request for additional County funds.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the Fiscal Year 2021-2022 Contract Amendments in the amount of \$43,527. 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. Phillips, 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.

Aaron C. Weatherill
1317 Jill Ann Drive
Lebanon, PA

Margaret J. Martin
333 South 10th Street
Lebanon, PA

It was moved by Comm. Litz, seconded by Comm. Phillips, to allocate \$10,000 from proceeds of the Hotel Tax to the Pennsylvania Chautaugua Foundation/Art Show. As requested, these funds shall be used toward the Mt Gretna Art Show Radio, TV, and Billboard Ads. Vote unanimous.

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

Attest:

Chief Clerk/County Administrator

Chairman

Thursday, February 17, 2022 9:30 a.m.

The Lebanon County Commissioners convened today with Comm. Phillips and Comm. Litz present. Commissioner Phillips presiding.

The meeting opened with an 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. Phillips, to approve the minutes from the February 3, 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. Phillips, to approve the Treasurer’s report as read with expenditures in the amount of \$2,536,226.93, subject to audit. The gross payroll is in the amount of \$1,021,531.99. Vote unanimous.

Michelle Snavelly, 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. Phillips, to accept the termination of Harry H. Long, (PT) Homeless Assistant Manager, Community Action Partnership, effective February 16, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the resignation of Brian Heibel, (FT) Central Booking Agent, District Attorney/Central Booking, effective February 26, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the resignation of Eden A. Sanchez, Team Clerk, Domestic Relations, effective February 3, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the resignation of Miseal D. Madera, Network Technician, Information Technology Services, effective February 25, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the resignation of Amber K. Smith, (FT) Correctional Officer, Correctional Facility, effective February 8, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the resignation of Douglas Grove, Adult Probation Officer 1, Probation Services, effective March 1, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the resignation of Amber L. Whitman, Casual (PT) Developmental Assistant, Renova Center, effective February 4, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to accept the resignation of Janet E. O'Boyle, Accounting Clerk C, Treasurer's Office, effective February 7, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the 2022 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 2022-2023 fiscal year. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the promotion of Kathryn L. Winters, Customer Service Clerk to Team Clerk in Domestic Relations, effective February 21, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the promotion of Collen Broaddus, Docket Specialist to Team Clerk in Domestic Relations, effective February 21, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the promotion of Cindy L. Weidman, General Clerk C to 2nd Deputy in Recorder of Deeds, effective February 21, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the employment of Michelle R. Kaufman, Volunteer Resident Coordinator 1 at Area Agency on Aging, effective March 7, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the employment of Janellie Rideriguez, Clerk 2 in Children and Youth Services, effective March 7, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the employment of Emily A. Nichols, Caseworker1 in Children and Youth Services, effective March 7, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the employment of Gary R. Love, Jury Attendant in Courts, effective March 11, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the employment of Maureen P. Marinkov, Jury Attendant in Courts, effective March 11, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the employment of Anthony D. Juliani, Law Clerk (Jones) in Courts, effective March 7, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the employment of Catalina Hoyos, D J Clerk/Interpreter 1 in MDJ Figueroa/Courts, effective February 22, 2022. Vote unanimous.

Stephanie Noll, Employee Benefits of the Lebanon County Human Resources Department, met with the Commissioners to present conference/seminar requests for consideration.

It was moved by Comm. Litz, seconded by Comm. Phillips, to grant permission to Erin Moyer, Sharon Gassert, Susan Emerich, Eunice Ejike, and Kelly Demmy, employees in Children and Youth, to attend the mandated "PCYA Meeting" March 31, 2022 in State College, PA. Cost to the County will be for registration, mileage, and parking. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to grant permission to Jon Fitzkee and Song Kim, employees in Planning, to attend the mandated "PennDOT Municipal Road Maintenance and Safety Symposium " April 24-26, 2022 in Hershey, PA. Cost to the County will be for registration and mileage. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to grant permission to Michael Anderson, employee in Domestic Relations, to attend the non-mandated “DRS Directors Regional Meeting” March 8, 2022 in Cumberland County. Cost to the County will be for mileage, meals, parking, and tolls. Vote unanimous.

Tom Kotay, Board Member for the Lebanon Valley Rail Trail met with Commissioners to present a DCED Local Share Account (LSA) Grant Application. The project would include the purchase of a storage shed and the purchase of a larger tractor with attachments (loader, standard duty rear blade and rear discharge grooming mower) for the use by the Lebanon Valley Rails-to-Trails. The new tractor will be housed in the new storage shed at the Colebrook Trailhead. Kotay announced that the LVRT from Wilhelm Avenue to the Expo will be closed for several weeks for First Energy to replace 60’ polls and gave an update on phase 6C with PennDOT being close to make a decision on financing.

It was moved by Comm. Litz, seconded by Comm. Phillips, to give Tom Kotay permission to submit a \$60,000 grant request with \$48,000 coming from DCED and a \$12,000 local match for Lebanon Valley Rail Trail Equipment and designates Jonathan W. Fitzkee, Assistant Director of the Planning Department of as the official to execute all documents and agreements. Vote unanimous.

Michael Battistelli and Brett Holland Financial Advisor of Stifel Nicolaus, Lebanon, PA along with Managing Director, Bayley Davis from Clear Bridge Investments, New York, NY 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.

Rafael Torres, Founder/CEO of WEPA Empowerment Center-Tec Centro Lebanon met with Commissioners requesting \$750,000 American Rescue Plan Act (ARPA) funding. Funds would be used to purchase property at 95 N. 9th Street, Lebanon where WEPA will provide opportunities for Lebanon County residents to receive low cost or free community-based workforce language and training skills.

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. Phillips, to give a Marcellus Shale Grant extension to the Lebanon Valley Conservancy for the John E. Wengert Memorial Park. The approved project included purchase of a bike rack, picnic tables, fitness station, pavilion, benches and signage. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the re-appointment of Franklin Shearer, Lowell Brogan and Ed Anspach to the Lebanon Transit Board of Directors. They will serve a three-year term to expire January 31, 2025. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the appointment of Jenna Reitz to the Commission for Women. She would begin her first term March 9, 2022 and term would expire on March 9, 2025 at which point she would be eligible for a second term through March 2028. Vote unanimous.

It was move by Comm. Litz, seconded by Comm. Phillips, to approve the administration of the \$1M Redevelopment Assistance Capital Program (RACP) grant between the County of Lebanon and the Redevelopment Authority and Lebanon Valley College (LVC) and to renovate the Heilman Center and to relocate its C.U.R.E Clinic from downtown Annville to the Heilman Center. The County will be indemnified by LVC per #8 in the contract for repayment of any ineligible expenses, or other potential financial exposure, which may be identified in an audit. Reimbursement will be for the full amount plus an interest rate of 6% per annum calculated from the date of any payment made by the County to the Commonwealth until the reimbursement payment is received by the County. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, to allocate \$5,000 from proceeds of the Hotel Tax to the Pennsylvania Chautaugua Foundation. As requested, these funds shall be used toward the Mt Gretna Visitor Center Summer Ambassador Staff. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Phillips, 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 for hanging baskets and planters. Vote unanimous.

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

Attest:

Chief Clerk/County Administrator

Chairman

Wednesday, March 2, 2022 1:30 p.m.

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

Thursday, March 3, 2022 9:30 a.m.

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

The meeting opened with an 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 February 17, 2022 Commissioners meeting. Vote unanimous.

The Board of County Commissioners convened today to reorganize for the year 2022. 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. Phillips, seconded by Comm. Litz, 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.

It was moved by Comm. Kuhn, seconded by Comm. Litz to assign Commissioners as liaisons to the following departments for the year 2022. Vote unanimous.

Robert J. Phillips –

Community Action Partnership
Department of Emergency Services
Elections
Expo Center
Lebanon Valley Destination Marketing Organization
Penn State Cooperative Extension
Information Technology Services
City of Lebanon

Michael J. Kuhn –

Commission on Drug & Alcohol Abuse
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

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 \$2,713,303.71, subject to audit. The gross payroll is in the amount of \$1,000,428.03. Vote unanimous.

Michelle Snavelly, 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 retirement of Marie M. Pribish, Aging Care Supervisor 1, Area Agency on Aging, effective April 2, 2022. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Lisa M. Swanger, Admin Case Manager 2, Area Agency on Aging, effective March 11, 2022. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Eunice N. Ejike, Fiscal Operations Office 2, Children and Youth, effective March 9, 2022. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the retirement of Leslie S. Boyer, Admin Officer 1, Children and Youth, effective March 5, 2022. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Michael R. Yakum, Casework Supervisor 1, Children and Youth, effective March 4, 2022. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Duane C. Grant, Image Clerk, Domestic Relations, effective February 17, 2022. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Timothy R. Fierro, Lance Corporal, Correctional Facility, effective February 22, 2022. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Ryan W. Henning, (FT) Correctional Officer, Correctional Facility, effective February 25, 2022. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Laura E. Shirk, (FT) Correctional Officer, Correctional Facility, effective February 23, 2022. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the resignation of Bradley M. Conz, (FT) Correctional Officer, Correctional Facility, effective March 2, 2022. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to accept the termination of Kyle R. Harkins, (FT) Deputy Sheriff, Sheriff's Office, effective February 18, 2022. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the transfer of Debra L. Smith, General Clerk C in Clerk of Courts to Clerk Typist A in Sheriff's Office, effective March 7, 2022. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Jessica H. Lockard, (FT) Correctional Officer at the Correctional Facility, effective March 14, 2022. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to approve the employment of Marie Onofre, General Clerk C at the Correctional Facility, effective March 7, 2022. Vote unanimous.

Leeanne Shank, Human Resource Assistant of the Lebanon County Human Resources Department, met with the Commissioners to present conference/seminar requests for consideration.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to grant permission to Eric Fahler and Stewart Stilwell, employees in Department of Emergency Services, to attend the mandated "PSP TAC Officer Training" May 3, 2022 in Hershey, PA. No cost to the County. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to grant permission to Michael Anderson, Director in Domestic Relations, to attend the mandated "2022 BCSE Spring Directors Meeting" April 25-27, 2022 in State College, PA. Cost to the County will be for lodging and mileage. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to grant permission to Danielle Gray, employee in MH/ID/EI, to attend the mandated "Policy Forum and Family Engagements in LICC

and SJCC" April 1 & 2, 2022 in Gettysburg, PA. Cost to the County will be for mileage, meals, and tolls. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to grant permission to Audrey Fortna, Director at Probation Services, to attend the mandated "2022 Criminal Justice Advisory Board Conference" April 12 & 13, 2022 in State College, PA. Cost to the County will be for lodging, meals, and parking. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to grant permission to Christopher Frye and Emily Maenza, employees at Probation Services, to attend the mandated "2022 MARATSA Conference" May 11-13, 2022 in Pocono Manor, PA. Cost to the County will be for registration, lodging, and meals. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to grant permission to Christopher Frye, employee at Probation Services, to attend the mandated "JNET TAC Training" May 4, 2022 in Hershey, PA. Cost to the County will be for meals. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to grant permission to Jason Weikel, Gary Verna, Brianna Laliberte and Kyle Boyer, employees in Department of Emergency Services, to attend the non-mandated "South Central Task Force Homeland Security Conference" March 23-24, 2022 in Summerdale, PA. No cost to the County. Vote unanimous.

It was moved by Comm. Kuhn, seconded by Comm. Litz, to grant permission to Andrew Purzkycki and Jamie George, employees in Planning, to attend the non-mandated "PA GeoDev Summit" March 9, 2022 in Harrisburg, PA. Cost to the County will be for registration. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to grant permission to Michelle Snavelly, Leanne Shank and Stephanie Noll, employees in Human Resources, to attend the non-mandated "Benecon Health Benefits Seminar" March 31- April 1, 2022 in Lancaster, PA. Cost to the County will be for registration. Vote unanimous.

Dr. Jeffrey Yocum, Lebanon County Coroner, met with the Commissioners to present the annual Coroner's report for 2021. 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 2021 drug related and suicide deaths, respectively.

Ryan Wertz, Administrator at Community Action Partnership and Karen Raugh, Executive Director with the Lebanon County Housing and Redevelopment Authority, met with Commissioners to present the Emergency Rental Assistance Program (ERAP) Agreement between the Housing Authority and The County of Lebanon. The Housing Authority will begin to administer the program for the County for the period of April 1, 2022 through September 30, 2025. At no time will the total administration costs of the program exceed the maximum amount of the administration fees available of \$1,181,829.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the Emergency Rental Assistance Program Agreement with the Housing Authority of the County of Lebanon. Vote unanimous.

Bob Dowd, Director of Department of Emergency Services, along with Jon Hess, Chief Detective and Jeff Marley, Sheriff, met with Commissioners to request permission to apply for a \$250,000 2021/2022 Byrne Justice Assistance Grant (JAG) through the Pennsylvania Commission on Crime and Delinquency (PCCD) to fund the acquisition and implementation of a county-wide law enforcement records management system, which will promote better data sharing between all Lebanon County Law Enforcement Agencies.

It was moved by Comm. Litz, seconded by Comm. Kuhn, to approve the submittal of the \$250,000 Pennsylvania Commission on Crime and Delinquency (PCCD) grant, subject to a copy of application once completed. Vote unanimous.

Department of Emergency Services Director, Bob Dowd requested Commissioners to execute a Commitment Letter and Designation of Agent Resolution to move forward with the grant for the required Hazard Mitigation Plan update that will be due in February 2023. The total amount of the grant is \$100,000. Twenty Five (25) percent of the project cost is generally the responsibility of the County, however PEMA has indicated that for this grant cycle they will be covering the County match with stimulus money, resulting in no direct cost to the County for the plan update.

It was moved by Comm. Kuhn, seconded by Comm. Litz to authorize the Designation of Agent Resolution and the County Commitment Letter for the Hazard Mitigation Planning Grant. 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 adopt the following proclamation for Richard A. Bleistine. Vote unanimous.

Lebanon County Commissioners' Office



PROCLAMATION

WHEREAS, Richard A. Bleistine was born in Lebanon on June 14, 1933, graduating from Lebanon High School in 1951, then served in the U.S. Navy from 1951-1959, serving 4 years in the active Navy and four years in the reserve as a Gunners Mate 3rd Class; and

WHEREAS, he was a life member of the Lebanon Veterans of Foreign Wars Post 23, Navy Ship Club, Amvets, American Legion and of the Indiantown Gap National Cemetery Memorial Council. Dick served on the Military Force Honor Guard, participating in more than 12,000 military funeral honors at Fort Indiantown Gap, an astounding commitment to his fellow veterans; and

WHEREAS, Dick was a volunteer firefighter with the Liberty Steam Fire Engine and Hose Company No. 3, 45 of his years on the active fire line, a member of the Liberty Fire Company Marching Club and a life member of the State of Pennsylvania Firefighters Association; and

WHEREAS, Dick spent his spare time holding memberships in the Mt. Olivet Lodge, Tall Cedars of Lebanon, and the Zembo Shrine.

NOW, THEREFORE, WE, The Commissioners of Lebanon County, unite with his family to express our appreciation for his devotion, commitment and dedication to our Country.

BOARD OF COUNTY COMISSIONERS

Robert J. Phillips
Michael J. Kuhn
Jo Ellen Litz

ATTEST: Jamie A. Wolgemuth
Chief Clerk/County Administrator

ADOPTED: This Third Day of March,
Two Thousand Twenty Two.

It was moved by Comm. Litz, seconded by Comm. Kuhn to sign a letter opposing Anthracite Ridge LLC’s proposed wind turbine project, which would have negative impacts on the operations of Fort Indiantown Gap, impacts to our community, impacts to the navigable airspace, and to the environment . Vote unanimous

It was moved by Comm. Kuhn, seconded by Comm. Phillips, to allocate \$39,750 from proceeds of the Hotel Tax to the Swatara Watershed Association, Inc. As requested, these funds shall be used toward the Bordner Cabin Flood Restoration. Comm. Phillips and Comm. Kuhn voted “Aye”. Comm. Litz abstained to avoid any perception of a conflict of interest. The motion carried

It was moved by Comm. Kuhn, seconded by Comm. Litz, to allocate \$10,000 from proceeds of the Hotel Tax to the Gretna Theatre. As requested, these funds shall be used toward the Marketing Strategic Plan. 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.

Constance B. Shea
103 Spring Hill Lane
Lebanon, PA

Brenda Hartman
528 Jonestown, Road
Jonestown, PA

James E. Carpenter
175 Monroe Valley Drive
Jonestown, PA

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

Attest:

Chief Clerk/County Administrator

Chairman

Wednesday, March 9, 2021 1:30 p.m.

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

At 1:30 p.m., the Board of Commissioners met with Elections Director Sean Drasher and Deputy Director Suzanne Houser to review an Amicus Brief submitted by the County Commissioners Association of PA (CCAP) to the State Supreme Court on Monday.

At 1:40 p.m., Community Health Council’s Nikki Gray and Lebanon Christian Ministries, Bryan Smith requested ARPA funding for a housing study that will cost between \$35-\$50,000. The City has pledged funding, but an amount was not specified. Once funding is secured, a Request for Proposal will go out to use new census data to determine the number of current rentals compared to demand for rentals (needs analysis) verses home ownership. The Market Analysis will take 6-10 months to complete. Nikki stated the Analysis is needed to facilitate the writing of grants.

At 2:10 p.m., Bob Arnold, Randall Leisure and Craig Zemitis of the Conservation District as well as Courtney Ryman from the Conservancy, presented a request for a transfer tax for farmland preservation. There are 30 farms on the waiting list representing 2900 acres at a cost of \$2500/acre, it would take \$7.5 million to preserve all of these farms. Further, Arnold believes we are losing 1,000 acres of farmland to development each year.

At 2:40 p.m., Tom Kotay, John Wengert, Todd Dissinger, Jon Fitzkee, and Song Kim of the Lebanon Valley Rail Trail (LVRT) discussed a request for ARPA funds to complete .6 miles of trail on Phase 10A from Huckleberry Lane to just south of Jonestown Bible Church, and north of Route 22. An allocation of \$400,000 toward the grant request would provide a needed match to qualify for the grant and demonstrate a local commitment to the project.

Wednesday, March 16, 2022 1:30 p.m.

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