

Wednesday, November 25, 2015 1:30 p.m.

The Commissioners met in an executive session to discuss personnel issues.

Wednesday, December 2, 2015 1:30 p.m.

The Commissioners met in an executive session to discuss real estate issues.

At 2:00 p.m., the Board of Commissioners held a workshop session, all members present. Comm. Ames presiding.

James Holtry, Director of Lebanon County Children & Youth along with Dennis Firestone, Lebanon County Purchasing Agent, presented a proposal to renovate/modernize the Children & Youth office complex. The changes are the result in the Child Protective Services Law which have skyrocketed caseloads with a need to hire two additional caseworkers. Representatives from Office Service Company, 1009 Tuckerton Ct. Reading, PA, presented a proposal to modernize and increase the number of available office space. The cost for the area will be \$69,307.65. The Office of Children, Youth and Families has made a budget adjustment adding \$105,000 in fixed assets for the LCCY Agency.

Thursday, December 3, 2015 9:30 a.m.

The regular meeting of the County Commissioners was held today all members present. Comm. Ames presiding.

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

The Commissioners asked for public comment. LTC Dale Waltman, of Fort Indiantown Gap (FITG) presented "Back at the Gap" highlights of events to be held at FITG.

The Commissioners approved the minutes from the workshop held and the November 18, 2015 and the Commissioners meeting held November 19, 2015.

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

The Commissioners accepted the Treasurer's report as read with expenditures in the amount of \$618,750.32. The gross payroll for November 25, 2015 was in the amount of \$946,162.93.

Michelle Edris, Director and Leeanne Shank Assistant of Human Resources, presented the weekly personnel transactions and conference/seminar requests for consideration.

Daniel Seaman, Chief Assessor of the Lebanon County Assessment Office, met with the Commissioners to present Disabled Veterans Exemptions for consideration.

The Commissioners approved exemption to the following Disabled Veterans: These exemptions are grant based on information received from the Pennsylvania State Veteran’s Commission for Real Estate Tax Exemption.

Elton Hill  
4 Lantern Avenue  
Myerstown, PA 17067

David Edward Reich  
791 Lake Drive  
Lebanon, PA 17046

Jamie Wolgemuth, County Administrator, presented the proposed budget and his summary for the year 2016. Jay Wenger of Susquehanna Group Advisors Inc., Harrisburg, PA, expressed his thoughts concerning a need to have a tax increase.

It was moved by Comm. Phillips, seconded by Comm. Ames to **tentatively adopt the proposed calendar year 2016 general fund budget, setting the County of Lebanon’s general fund millage rate at 3.4925 mills. The budget will be on display for public inspection and will be finally adopted on December 24, 2015.** A lengthy discussion followed concerning a tax increase, pension, health care and the reserve. Comm. Phillips and Comm. Ames voted “Aye”. Comm. Litz voted “Nay”. Motion carried.

The Commissioners approved to **change the name of Management Information Systems (MIS) to Information Technology Services (ITS).** The change of name was made to better reflect the business being conducted in that office. This change is effective immediately.

Charles Allwein and Raymond Bender, Members of the Governor Dick Board at the Clarence Schock Memorial Park, met with the Commissioners to present an update of the use of Marcellus Shale grant funds received for the sum of \$20,000.00 for projects which have been completed. Mr. Allwein acknowledged receipt of a \$75,000 donation from the Clarence Schock Foundation prior to their withdrawing as a Trustee of the park which became effective March 2, 2015. He announced that a boardwalk into the woods will be added to accommodate people with disabilities. Mr. Allwein also requested a seal of approval on a grant submission.

Sally Barry, Director of Lebanon County Probation Services, met with the Commissioners to present a Juvenile Court Judge’s Commission Grant-In-Aid for consideration.

The Commissioners approved and signed the **Juvenile Grant-In-Aid Program Application and Agreement for the July 1, 2015 through June 30, 2016 fiscal year for the amount of \$193,314.00 on behalf of Probation Services. The contract period covers July 1, 2012 through June 30, 2017.**

Elizabeth Bowman, Executive Director and Daniel Community Development Specialist of the Lebanon County Community Development Program, met with the Commissioners to various items for consideration.

It was moved by Comm. Litz, seconded by Comm. Ames to approve the **2015 CDBG Funding Requests** and recommendation as follows: Comm. Litz and Comm. Ames voted “Aye”. Comm. Phillips abstained due to his involvement with Volunteers in Medicine. Motion carried.

<u>Applicant</u>	<u>Activity</u>	<u>Amount Requested</u>	<u>Allocation Reprogrammed Funds Recommended</u>	
			<u>2015 CDBG</u>	<u>Reprogrammed Funds</u>
Volunteers in Medicine	Public Service	\$20,000.00	\$20,000.00	\$0.00
P.R.O.B.E.	Public Service	\$19,500.00	\$19,500.00	\$0.00

West Lebanon Township	Twp Rec Area @ 1933 Lehman St., - Paving	\$45,000.00	\$0.00	\$0.00
Jonestown Borough	J-1 Ball Field-ADA Dugouts	\$32,884.15	\$0.00	\$38,000.00
North Cornwall Township	Pleasant Hill - Curb & Sidewalk	\$23,665.00	\$0.00	\$30,000.00
North Lebanon Township	E. Old Cumberland St.-Curb & Sidewalk	TBD	\$0.00	\$0.00
North Lebanon Township	E. Old Cumberland St.- Paving	\$21,120.00	\$0.00	\$0.00
South Annville Township	Brandt Rd. Reconstruction	\$100,000.00	\$104,000.00	\$0.00
Myerstown Borough	Center Ave.- Paving	\$60,000.00	\$64,000.00	\$0.00
County	1 <sup>st</sup> Time Homebuyer Administration	-----	\$26,621.00	\$0.00
County	Total	<u>\$51,392.00</u>	<u>\$51,392.00</u>	<u>\$0.00</u>
		\$373,561.15	\$285,513.00	\$68,000.00

The Commissioners adopted the following Resolutions on behalf of Lebanon County Redevelopment Authority:

RESOLUTION NO. 12-3-2015A

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE COUNTY OF LEBANON APPROVING THE LEBANON COUNTY BLOCK GRANT PROGRAM FOR FEDERAL FISCAL YEAR 2015 INCLUDING THE TOWNSHIP OF SOUTH LEBANON'S BLOCK GRANT PROGRAM.

WHEREAS, the Pennsylvania Department of Community and Economic Development has notified the County of Lebanon that its Fiscal Year 2015 Pennsylvania Community Development Block Grant is available; and

WHEREAS, the Pennsylvania Department of Community and Economic Development has also indicated that a grant for Fiscal Year 2015 is also available for the Township of South Lebanon; and

WHEREAS, the County of Lebanon and the Township of South Lebanon have held public hearings on their Block Grant Programs for Fiscal Year 2015.

NOW, THEREFORE, be it resolved by the Board of Commissioners of the County of Lebanon:

1. That the Pennsylvania Community Development Block Grant Program for the County of Lebanon's 2015 Fiscal Year is hereby in all respects approved.
2. That the Pennsylvania Community Development Block Grant Program for the Township of South Lebanon for Fiscal Year 2015 is hereby in all respects approved.
3. That the Chairman of the Board of Commissioners is authorized to execute all required forms for the above-named Programs and to cause said 2015 Block Grant Programs to be submitted to the Pennsylvania Department of Community and Economic Development.

Approved this 3rd day of December, 2015

ATTEST:

/s/ Jamie Wolgemuth, Chief Clerk

/s/ William Ames, Chair

RESOLUTION NO. 12-3-2015B

RESOLUTION OF THE COMMISSIONERS OF LEBANON COUNTY MODIFYING AND REVISING THE FISCAL YEARS 2011, 2012, and 2013 COMMUNITY DEVELOPMENT BLOCKS GRANT PROGRAM BUDGET.

WHEREAS, Lebanon County receives an annual allocation of federal Community Development Block Grant funds under Act 179 of the Commonwealth of Pennsylvania, Department of Community and Economic Development and acts on behalf of South Lebanon Township, an entitlement as well; and,

WHEREAS, the County desires to make efficient and effective use of the federal funds in a timely manner; and,

WHEREAS, there are numerous changes to the project activities that require funds to be shifted around as explained on the attached modification request and the public has had an opportunity to comment on these proposed changes.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF LEBANON COUNTY THAT:

The following program modification and revisions be made:

1. Cancel Myerstown Curb Ramps in FY 2011, 2012 and 2013 and replace with Street improvements
2. Cancel a demolition project in Myerstown that the State Historic Preservation Office is objecting pending further investigation by the Borough
3. Create a new activity in Jonestown to modify ballfield dugouts to meet ADA standards
4. Reduce funding for completed activities in FY 2012 and move funds to Myerstown Street improvements
5. There has been a change in the Census that eliminated the low-mod block groups in Annville and N. Cornwall Township. In order to fund on-going activities in these communities, surveys were needed. As a result the beneficiaries have changed and this must be publicly advertised
6. Cancel the funding for Cedar Haven and reallocate funds to the Jonestown, Annville and housing rehabilitation activities in FY 2013.

That the Chairman of the Board of Commissioners is hereby authorized to submit same to the Pennsylvania Department of Community and Economic Development.

Approved this 3rd day of December 2015

By: /s/ William E. Ames, Chairman  
Board of Commissioners

Attest:

/s/ Jamie Wolgemuth, Chief Clerk

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE COUNTY OF LEBANON RECERTIFYING PROCEDURAL DOCUMENTS FOR USE IN THE ADMINISTRATION OF THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

WHEREAS, the Pennsylvania Department of Community and Economic Development has provides Community Development Block Grant funds to the municipality; and

WHEREAS, the Pennsylvania Department of Community and Economic Development requires that the municipality maintain a variety of procedural documents for the purposes of administration of the program including:

- Residential Anti-Displacement and Relocation Plan
- MBE/WBE Plan
- Citizen Participation Plan; and

WHEREAS, the County of Lebanon administers the grant on behalf of the Township of South Lebanon which is included in each of these plans.

NOW, THEREFORE, be it resolved by the Board of Commissioners of the County of Lebanon that the above documents have been reviewed and continue to be an accurate representation of the policies and procedures of the municipalities.

Approved this 3rd day of December, 2015

ATTEST:

/s/ Jamie A. Wolgemuth

/s/ William E. Ames

Jamie Wolgemuth, County Administrator, presented the following item for consideration:

*Thomas E. Deitzler, Jr.*, was appointed member of the Lebanon County Commission on Drug and Alcohol Abuse Executive Committee and Advisory County with a term to end February 19, 2018.

Robert Mettley, Lebanon County Controller, met with the Commissioners to present an audit recommendation for consideration. The following firms responded to the Audit Request For Proposal (RFP) as follows:

<u>Firm Name</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>3 Yr. Total</u>
Binkley Kanavy Group 445 Fort Pitt Blvd. Suite 210, Pittsburgh, pa. 15219	\$76,120.00	\$78,100.00	\$80,000.00	\$234,200.00
Boyer & Ritter, LLP 211 House Avenue, Camp Hill, pa. 17011	\$89,000.00	\$89,000.00	\$89,000.00	\$267,000.00
Clifton Larson Allen, LLP 945 east park Drive, Suite 202, Harrisburg, Pa. 17111	\$77,000.00	\$78,750.00	\$80,500.00	\$236,250.00
Maille Falconiero & Co LLP 624 Willowbrook Lane, West Chester, Pa. 19382	\$82,000.00	\$84,000.00	\$86,000.00	\$252,000.00
Maher Duessel 3003 North Front Street, Suite 101, Harrisburg, Pa. 17110	\$89,810.00	\$89,810.00	\$89,810.00	\$269,430.00
Reinsel Kuntz & Leshner 1800 Fruitville Pike, Lancaster, Pa. 17601	\$80,500.00	\$82,500.00	\$84,500.00	\$247,500.00
Zelenkofski Alexrod	\$89,500.00	\$89,500.00	\$89,500.00	\$268,500.00

The Commissioners, upon the recommendation of Controller Mettley, **to award the contract for the County Audit to Reinsel Kuntz Leshner at their bid price of \$247,500.00 for the three year total. Award of this contract is in the best interest of the County of Lebanon.**

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

Thursday, December 17, 2015 9:30 a.m.

The regular meeting of the County Commissioners was held today all members present. Comm. Ames presiding.

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

The Commissioners asked for public comment. LTC Dale Waltman, of Fort Indiantown Gap (FITG) presented "Back at the Gap" highlights of events to be held at FITG. Colonel Waltman introduced a new **online application Pennsylvania Veterans Registry at [www.register.dmva.pa.gov](http://www.register.dmva.pa.gov) that allows veterans to connect with the Department of Veterans Military Affairs (DVMA) to request information related to the valuable state benefits, programs and services offered.** All registrants' information will be shared with County Directors for Veterans Affairs and other Commonwealth of Pennsylvania agencies in order to facilitate local connections. The PA Veterans Registry is DMVA's first step in a long-term strategy to achieve a higher level of communication with our veterans as well as our partners who support them. There is also a You-Tube channel available for Veterans to access a list of benefits or they can call 717-861-8720.

Daniel Sidelnick, resident of South Lebanon Township, addressed the Board of Commissioners with his opposition concerning the proposed 40% tax increase. Mr. Sidelnick asked the Commissioners to reconsider and at least have a 10% tax increase instead of a 40% in order to keep a reserve fund balance. In addition, their concern is that people, especially senior citizens living on fixed income, cannot afford the high increase. Mr. Sidelnick also presented the Commissioners with a press release issued by the Lebanon County Democratic Committee.

The following individuals also stated their same concerns on the proposed 40% tax increase:

Bob Griffiths	Cornell Wilson
Scott Waltermeyer	Martin Barondick
Bunny Yinger	

The Commissioners approved the minutes from the workshops held November 25, 2015 and December 2, 2015 and the Commissioners meeting held December 3, 2015.

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

The Commissioners accepted the Treasurer's report as read with expenditures in the amount of \$740,126.78. The gross payroll for December 10, 2015 was in the amount of \$944,100.92.

Michelle Edris, Director and LEEANNE SHANK Assistant of Human Resources, presented the weekly personnel transactions and conference/seminar requests for consideration.

The Commissioners approved to change the title of the current Assistant Director/Community Planner to the position of Assistant Director/Transportation Planner in the Planning Department, effective January 4, 2016.

The Commissioners approved to change the title of the current Training Officer to the position of Training Director at the Correctional Facility, effective January 4, 2016.

The Commissioners, upon the recommendation of President Judge Tylwalk, approved to eliminate one (1) Juvenile Probation Officer position to create a Deputy Director position in the Juvenile Unit of Probation Services. This position will be at a grade fifteen (15) on the non-union salary chart, effective January 4, 2016.

The Commissioners approved to create a Benefits Coordinator position within the Human Resources Department at a grade seven (7), step one (1) on the non-union salary chart, effective January 4, 2016.

The Commissioners approved to create a Subdivision Planner position at a grade eleven (11), step one (1) on the non-union salary chart, effective January 4, 2016.

The Commissioners, upon the recommendation of District Attorney Arnold, approved to eliminate two (2) vacant part time Booking Agent positions within Central Booking and create one (1) full time Booking Agent position, at a grade seven (7), step one (1) on the non-union salary chart, effective January 3, 2016.

The Commissioners approved to enter into a **Collective Bargaining Agreement with Teamsters Local 427 involving the Court Appointed Professionals represented employees at Probation Services and Domestic Relations**. The contract terms have been ordered through an arbitration award with an effective date of January 1, 2015 through December 31, 2018. This contract will provide employees between step one (1) and step eight (8) on the union salary chart an increase per the wage charts included in the arbitration award, and a 3.5% for employees who are off the salary chart, for the year 2015, 2016, 2017, and 4.0% for 2018, as well as increases in insurance deductibles and co-pays for their health care.

Angie Foltz, Program Specialist of the Lebanon County Conservation District, met with the Commissioners to conduct a Right-to-be-Hheard hearing on the proposed preservation of the Sharon Wampler 27.00 acres of farmland located in South Annville Township, Lebanon, PA. The lump sum payment from Lebanon County is in the amount of \$1.00 to purchase 100% of the County's share of the agricultural conservation easement. The total actual value of the agricultural conservation easement is \$136,080.00. Martin Barondick, resident of Ebenezer, asked a question about preservation.

The Commissioners approved to accept the **Sharon Wampler's 27 acres of farmland located in South Annville Township, Lebanon County, PA into the farmland preservation program. The easement purchase amount from Lebanon County is \$1.00.**

Carol Davies, Administrator of Lebanon County Area Agency on Aging, met with the Commissioners to present a Local Agency Agreement for consideration.

It was moved by Comm. Phillips, seconded by Comm. Litz to enter into a **Local Agency Agreement by the Lebanon County Area Agency on Aging and the Pennsylvania Department of Agriculture. This is a multi-year agreement which will pay up to \$1,250 per year to administer the Senior Farmers Market Nutrition Program in Lebanon County, and is effective from May 1, 2015 through December 31, 2019.** The program provides eligible persons within Lebanon County an opportunity to purchase Pennsylvania produce at participating farmers markets. Vote unanimous.

James Holtry, Administrator of Lebanon County Children & Youth, along with Dennis Firestone Lebanon County Purchasing Agent, met with the Commissioners to present a proposal to renovate and modernize the Children and & Youth Office complex which will increase the number of work stations with cubicles. This request is being made due to changes in the Child Protective Services Law, which have skyrocketed the caseloads. Karen Alonzo, Fiscal Assistant of Children & Youth attended this meeting.

The Commissioners approved the **authorization to proceed with renovations/modernization and cost associated with the Children and & Youth (C&Y) Office complex to increase the number of available offices. The cost for this area is \$69,307.65. The Pennsylvania Office of Children, Youth and Families have made a budget adjustment adding \$105,000 in fixed assets available for the C&Y Agency.**

James Holtry, Administrator of Lebanon County Children & Youth, presented first quarter invoices for consideration. Karen Alonzo, Fiscal Assistant of Children & Youth attended this meeting.

The Commissioners approved the **first quarter invoices for Children & Youth** as follows:

<u>First Quarter Invoices</u>	<u>Amount</u>
Title IV-E Placement Maintenance	\$109,113.05
Title IV-E Adoption Assistance	\$ 66,860.70
TANF	\$107,190.62
Medicaid	<u>\$ 1,002.00</u>
Total	\$284,166.37

Barbara Smith, Prothonotary/Clerk of Courts, met with the Commissioners to present a Corporate Authorization Resolution for consideration.

The Commissioners, upon the recommendation of the Prothonotary/Clerk of Courts Smith, to approve and sign a **Corporate Authorization Resolution** on behalf of the Prothonotary's Office with FNB of Fredericksburg, PA 17026 for a checking account.

Kevin Schrum, Administrator of Lebanon County MH/ID/EI, and James Donmoyer, Executive Director of the Lebanon County Commission on Drug and Alcohol Abuse, met with the Commissioners to present a HealthChoices contract agreement for consideration.

The Commissioners approved and signed the **Amendment #7 to the HealthChoices Behavioral Health Agreement by and between to the Commonwealth of Pennsylvania, acting through its Department of Human Services (DHS) and the County of Lebanon of behalf of MH/ID/EI and Drug & Alcohol.** This amendment relates to the expansion of the Medicaid Program, effective January 1, 2016. This is a mandatory managed care program for Medical Assistant (MA) recipients in Adams, Berks, Cumberland, Dauphin, Lancaster, Lebanon, Lehigh, Northampton, Perry and York Counties.

Kevin Schrum, Administrator, met with the Commissioners to present a HealthChoices contract agreement for consideration.

The Commissioners approved and signed the **FY 2014-2015 Provider contract amendments for the amount of \$19,830.00.**

The Commissioners approved and signed the **FY 2015-2016 Provider contract amendments for the amount of \$39,925.00.**

The Commissioners approved and signed the **Supports Pennsylvania Department of Human Services Office of Developmental Programs, Coordination Organization Annual Qualification Application on behalf of MH/ID/EI.**

Daniel Seaman, Chief Assessor of the Lebanon County Assessment Office and Cherie Brown, Director of Geographical Information Systems, met with the Commissioners to present an Agreement with Pictometry International Corp., a Delaware Corporation for consideration.

The Commissioners approved to enter into an **Agreement between Pictometry International Corp. 25 Methodist Hill Drive, Rochester, NY 14623 and Lebanon County for new Ortho Photography within Lebanon County for the total amount of \$223,562.50 and effective upon execution by duly authorized officer of Lebanon County and Pictometry.**

Dennis Firestone, Lebanon County Purchasing Agent, met with the Commissioners to recommend award, from an auction held on December 14, 2015, on the of sale of two county-owned properties (group homes) located at 39 Maple Street, Lebanon, PA 17046 and 1629 Horseshoe Pike, Annville, PA 17003.

The Commissioners approved to **award the sale and convey the county-owned property (group home) located at 39 Maple Street, Lebanon, PA 17046 to Michael A. Mason, 1019 E. Main Street, Palmyra, PA 17078 at his bid/purchase price of \$53,500.00.**

The Commissioners approved to **award the sale and convey the county-owned property (group home) located at 1629 Horseshoe Pike, Annville, PA to David A. and Mary L. Sollenberger, 1701 Horseshoe Pike, Annville, PA 17003 at their bid/purchase price of \$90,000.00.**

Jamie Wolgemuth, County Administrator, presented the following items for consideration.

The Commissioners approved and signed a **contract by and between the Lebanon County Commissioners, acting through the Lebanon County Community Action partnership (LCCAP) and Lebanon County Christian Ministries. This contract is for the 2015 Discretionary Community Services Block Grant (CSBG). This grant is 100% federal funded in the amount of \$14,800.00 for the HOPE shelter. The contract period is January 1, 2015 through December 31, 2015.**

The Commissioners approved to **enter into a Radio System Maintenance Contract between the County of Lebanon Emergency Management Agency and Capital Area Communications, 4120 Swatara Drive, Harrisburg, PA 17113. Capital Area Communications will provide 1170 hours per year (average 22.5 hours per week) of technical labor, vehicle, and test equipment for support of Lebanon County's public safety radio communication system. This includes but not limited to radio network, console system microwave network, and alpha numeric paging system, commencing on January 1, 2016 and expiring on December 31, 2016.**

*Brent Hostetter* was appointed to fill an unexpired term as a member on the Lebanon County Conservation District Board of Directors as a Farmer Member. The term will expire December 31, 2016.

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