

Wednesday, August 3, 2016 1:30 p.m.

The Board of Commissioners held a workshop session, all members present. Comm. Phillips presiding.

Jay Wenger, Manager of Susquehanna Group Advisors, presented a final analysis for 2011 General Obligation Bond (GOB) Refunding and Pension Bond Funding. Controller Robert Mettley and Treasurer Sallie were in attendance.

Thursday, August 4, 2016 9:30 a.m.

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

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

The Commissioners asked for public comment. David Weisnicht, Deputy Base Operations Manager of Fort Indiantown Gap (FITG), presented an update of training, activities and events taking place at Gap.

The Commissioners approved the minutes from the workshop held July 20, 2016 and the July 21, 2016 meeting.

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

The Commissioners approved the Treasurer's report as read with expenditures in the amount of \$1,817,057.84. This week's gross payroll is in the amount of \$968,316.39. v

Michelle Edris, Director and Leanne Shank, Administrative 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. Vote unanimous.

Jeffrey L Zimmerman
22 Middle Ave
Jonestown, Pa 17038

Dixie L Gasper
1300 E Kercher Ave., Lot 80
Myerstown, PA 17067

Ellis C Barnett
5 Villa Lane
Palmyra, PA 17078

John Wilson, Director along with Gary Verna, HazMat Chief of Lebanon County Emergency Management Agency, met with the Commissioners to present various items for consideration. Mr. Wilson informed the Commissioners that the Lebanon County HazMat Team will be recertified by the Pennsylvania Emergency Management Agency (PEMA).

The Commissioners approved the Commonwealth of Pennsylvania, Pennsylvania Emergency Management Agency (PEMA) **State Fiscal Year 2016-2017 Radiation Emergency Response Fund (RERF) Grant Agreement on behalf of Lebanon County Emergency Management Agency (LEMA)**. The RERF is supported by fees assessed on nuclear power plants, and is designed to provide financial assistance to the twenty-six (26) designated risk and support counties, municipalities, etc. in order to carry out the purposes of the Radiological Emergency Response Program. PEMA agrees to award the subgrantee \$15,018.00 from the RERF. The term of this grant agreement and the period of performance for this grant is July 1, 2016 through June 30, 2017.

The Commissioners approved and signed the **Pennsylvania Emergency Management Agency (PEMA), the CY2015 Report on Hazardous Material Emergency Response Preparedness on behalf of the Emergency Management Agency (EMA)**.

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

The Commissioners approved, retroactively, the following **burn ban for Lebanon County**:

EMERGENCY RESOLUTION NO. 7-27-2016

WHEREAS, Pennsylvania Statute, Title 16, §13201-13204 of the County Code authorizes the County to impose a temporary County-wide burn on open fires: Act of October 24, 1995, P.L. 332, No. 52 P.S. § 13201; and

WHEREAS, severe dry conditions have existed for a substantial period of time; and

NOW, THEREFORE, BE IT RESOLVED, that a temporary County-wide burn ban will be in effect commencing at 12:00 p.m. on Wednesday, July 27, 2016, prohibiting outdoor burning. "Outdoor burning" is defined as the ignition and subsequent burning of a 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 any similar device, or on the ground is banned. The use of propane stoves, charcoal briquette grills, or the use of tobacco in any form is not covered under this open burning ban. Campfires are allowed in fire rings that confine and contain the campfire in state, federal or Department of Environmental Protection licensed campgrounds only.

BE IT FURTHER RESOLVED, that this temporary County-wide burn ban on outdoor burning will be in effect for thirty (30) days.

BE IT FURTHER RESOLVED, that any person who violates the temporary County-wide burn ban will be subject to all penalties as provided by applicable law.

BE IT FURTHER RESOLVED, THAT WE, The Commissioners of Lebanon County do hereby authorize the Emergency Management Coordinator to grant waivers from this ban on a case-by-case basis to any commercial, industrial or agricultural entity if compliance with the ban on outdoor burning will create an undue hardship.

The aforementioned waiver notwithstanding any entity who causes a forest fire as a result of any outdoor burning is liable for civil and criminal penalties and; all costs associated with the incident.

ENACTED this 27th day of July, 2016.

FOR THE
BOARD OF COUNTY COMISSIONERS

/s/ Robert J. Phillips, Chairman

ATTEST: /s/ Kathleen H. Kirby
Administrative Assistant

David Weisnicht, Deputy Base Operations Manager at Fort Indiantown Gap to serve as a member of the Local Defense Group Committee for FTIG).

The Commissioners approved and signed the following **municipal liquid fuels applications for county aid for the year 2016** and to submit the applications to the Pennsylvania Department of Transportation (PennDOT) for their approval:

<u>Municipality</u>	<u>Amount</u>
Jackson Township	\$8,163.00
Mount Gretna Borough	\$196.00
North Lebanon Township	\$11,429.00
Richland Borough	\$1,519.00
South Lebanon Township	\$9,463.00

The Commissioners approved and signed an **Agreement for Provision of Medical Transportation between the County of Lebanon and Central Medical Ambulance Service for Medical Assistance Transportation Program (MATP)**. This agreement is for curb-to-curb transportation services as requested by Community Action Partnership for clients enrolled in the Medical Assistance Transportation Program. **The contract is in effect from July 1, 2016 through June 30, 2017.** Reimbursement will be based on the following one way transport:

Reimbursement

Base Rate: \$50.00 per curb to curb, each way
Mileage: \$2.00 per mile curb to curb, each way
Attendant Time: \$5.00 per 1/4 hour

The Commissioners approved and signed an **Agreement between the County of Lebanon and Lebanon Transit (LT) for Medical Assistance Transportation Program (MATP)**. The County has entered into an agreement with the Pennsylvania Department of Human Services. LT agrees to provide Shared Ride transportation services for designated Medical Assistance clients of Community Action Partnership. **The contract is in effect from July 1, 2016 through June 30, 2017.**

The Commissioners entered into a **Contractual Agreement between the Commonwealth of Pennsylvania, Department of Community and Economic Development (DCED) and Lebanon County Commissioners, Lebanon County Community Action Partnership**. The purpose of the contract is to extend the current contract which began January 1, 2014 through December 1, 2017.

At 10:00 a.m., the Commissioners along with the County Controller and County Treasurer sat as the County Retirement Board.

At 10:05 a.m., the Commissioners reconvened the regular meeting.

It was moved by Comm. Litz, seconded by Commissioner Ames this meeting adjourned.

Wednesday, August 10, 2016 1:30 p.m.

The Board of Commissioners met in an Executive Session to discuss personnel.

Thursday, August 18, 2016 9:30 a.m.

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

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

The Commissioners asked for public comment. Scott Aungst, resident of Annville Township, PA and owner of a restaurant business in North Cornwall Township, PA, expressed his concerns about the hotel tax being raised from 3% to 5% percent, the operation of the Lebanon Valley Destination Marketing Organization Board, and county tourism. As a long time business owner in Lebanon County, Mr. Aungst stated his disappointment with being overlooked by the organization.

The Commissioners approved the minutes from the workshop held August 3, 2016 and the August 4, 2016 meeting.

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

The Commissioners approved the Treasurer's report as read with expenditures in the amount of \$1,871,340.17. This week's gross payroll is in the amount of \$955,060.70.

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

Barbara Smith, Prothonotary/Clerk of Courts, met with the Commissioners to present an update/pictures on improvements made in her office. Ms. Smith stated that she received tremendous help through the Correctional Facility work release program.

Sally Barry, Director of Lebanon County Probation Services, met with the Commissioners to present a Grant-In-Aid Continuing Program FY2016-2017 application for consideration. Audrey Rakow, Assistant Director of Probation Services, attended this meeting.

The Commissioners approved and signed the **Pennsylvania Board of Probation and Parole (PBPP) Grant-In-Aid Continuing Program, in the requested amount of \$1,037,876.00, for the grant period of July 1, 2016 to June 30, 2017.** The funds shall be used by Probation Services for the Improvement of Adult Probation Services.

John Wilson, Director of Lebanon County Emergency Management Agency, met with the Commissioners to present the 2016 State Homeland Grant Program Grant Agreement for consideration. Adams, Cumberland, Dauphin, Franklin, Lancaster, Lebanon, Perry and York Counties have executed a mutual aid and intergovernmental cooperation agreement expressly

authorizing the South Central Pennsylvania Counter Terrorism Task Force's activities on behalf of the respective political subdivisions. PEMA has identified the Subrecipient as an entity authorized to act on behalf of the respective signatory counties to the South Central Counter Terrorism Task Force Mutual Aide and Intergovernmental Cooperative Agreement for the purpose of supporting the planning, training, preparedness, and response needs to address acts of terrorism and other catastrophic events.

The Commissioners approved and signed a **grant agreement between the Pennsylvania Emergency Management Agency (PEMA) and South Central Counter Terrorism Task Force for U.S. Department of Homeland Security, FFY 2016 State Homeland Security Grant Program application, on behalf of Lebanon County Emergency Management Agency (LEMA). PEMA agrees to award \$1,715,551.00 in federal funds to the Subrecipients. The term of this grant agreement and the performance period for this grant is September 1, 2016 through August 31, 2019.**

Michael Battistelli and Brett Holland Financial Advisor of Stifel Nicolaus, Lebanon, PA along with Jeffrey Davidek, Sr. Vice President of CS McKee, presented the results of the 2nd Quarter Performance Review of the Lebanon County Municipal Employees' Retirement Plan.

Phyllis Holtry, Administrator of Lebanon County Community Action Partnership (CAP) along with Joseph Conner and Robert Beers, Architects of Beers & Hoffman Architecture, 815 Cumberland Street, Lebanon, PA, met with the Commissioners to present a proposal for CAP's Bridge/Transitional Houses project.

The Commissioners authorized the **Architecture Firm of Beers & Hoffman to proceed with architectural services for three (3) county-owned properties located at South White Oak Street (Route 934) and Church Road, South Annville Township, 539 North 7th Street and 319/321 South 10th Street, Lebanon City, PA. Beers & Hoffman will develop bid and construction documents necessary to outline the work required to insure that the properties are compliant with applicable building codes. In addition, where necessary, they will illustrate additions and renovations or other remedial efforts required to correct code deficiencies or provide more efficient, modern layouts. CAP will utilize Act 137 funding to cover the cost of the architectural services up to \$27,010.00.**

Jamie Wolgemuth, Chief Clerk/County Administrator, presented the following items for Community Action Partnership for consideration.

Melissa Cruz was appointed member of the Community Action Partnership Board with a term to end December 31, 2016.

The Commissioners approved and signed an **Agreement for Provision of Medical Transportation, Lebanon County Community Action Partnership and Nycole Harter. This agreement is in effect from July 1, 2016 through June 30, 2017.** This program is funded by the Department of Human Services and provided medical transportation for individuals who have a valid access card. Reimbursement will be based on the following:

<u>DESTINATION</u>	<u>RATE</u>
Within Lebanon City limits	\$25.00 round trip
<i>including destinations at Tuck Street Center</i>	\$13.00 one way
Out of Lebanon City Limits but within Lebanon County limits, <i>excluding Philhaven Mt. Gretna</i>	\$35.00 round trip
Lebanon to Lancaster, Berks, Cumberland, York,	\$18.00 one way
	\$75.00

Lebanon to <i>same destination</i> in Lancaster, Berks, Cumberland, York, Schuylkill, or Dauphin (excluding Derry Township) County, each <i>additional</i> pick-up address	add \$25.00
Lebanon to Hershey, round trip	\$45.00 round trip
<i>"Hershey" includes any destination in Derry Township EXCEPT Stepping Stones</i>	\$23.00 one way
Stepping Stones, per child, round trip	\$50.00
Philhaven Mt. Gretna, round trip	\$30.00
Allentown, round trip	\$100.00
Philadelphia, Wilmington, Dickson City (or trip of similar distance), round trip	\$205.00+plus tolls and parking
Pittsburgh, round trip	\$500.00
Any trip, extra stop, including pharmacy, add \$12	add \$12.00

Amy Mazzella di Bosco, Recycling Coordinator of the Greater Lebanon Refuse Authority, met with the Commissioners to present a Household Hazardous Waste Education Door-To-Door Program Grant application for consideration. The Municipal Waste Planning, Recycling and Waste Reduction Act, Act 101 of 1988 Section 901, provides for the award of grants to counties in support of municipal waste management planning and related activities

The Commissioners approved and signed the **Municipal Waste Planning Grant Agreement between the Department of Environmental Protection and Lebanon County on behalf of the Greater Lebanon Refuse Authority. The grant will cover 80% of the costs for advertising and education of the Household Hazardous Waste Education program in Lebanon County. Reimbursements shall not exceed a total maximum of \$39,147.00 with a 20% share of match in the form of cash expenditures and/or In-Kind services.**

Jamie Wolgemuth, Chief Clerk/County Administrator, presented various items 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.

Todd Oxenreider
116 Oaken Way
Myerstown, PA 17067

Donald G Smith
1030 English Drive
Lebanon, PA 17042

The Commissioners approved and signed the following **municipal liquid fuels applications for county aid for the year 2016** and to submit the applications to the Pennsylvania Department of Transportation (PennDOT) for their approval:

<u>Municipality</u>	<u>Amount</u>
Cleona Borough	\$2,080.00
Bethel Township	\$5,007.00
Palmyra Borough	\$7,320.00
South Londonderry Township	\$6,991.00
Union Township	\$3,099.00

The Commissioners approved **the sale from the Repository for Unsold Properties to Susan Y & Robert F Foltz**, 2374 Quarry Road, Lebanon, PA 17046, on property located at NS Quarry Road, Lebanon, PA 17046, district/map & lot #32:2324444-393765-000 for the bid amount of \$11,000.00.

The Commissioners accepted the resignation of *Rosemary Milgate* as a member of the Lebanon County Commission on Drug and Alcohol Abuse Advisory Council which became effective July 2016.

The Commissioners accepted the **Continuation Subgrant Award from the Pennsylvania Commission on Crime and Delinquency in the total award amount of \$363,263.00 for the project period of July 1, 2016 to June 30, 2019. This grant shall be used by the Office of the District Attorney for the Victims of Crime Act (VOCA) in Lebanon County.** This program will continue to provide direct services to all victims of crime including victims of juvenile offenders and personal injury crime victims.

The Commissioners adopted the following proclamation for Thomas Neuin, employee in Emergency Management Agency:

PROCLAMATION

WHEREAS, Thomas R. Neuin, began his career with the County of Lebanon employed as a Control Center Operator on January 3, 1989; and

WHEREAS, Throughout his many years of employment, Tom served the County with concern and commitment of providing integrity to his profession; and

WHEREAS, As an accomplished shift leader in the Emergency Management Agency's 9-1-1 Control Center, Tom performed his duties and responsibilities in a professional manner which reflects great credit upon himself and Lebanon County Government; and

WHEREAS, On August 26, 2016, Tom will retire as a Telecommunicator in EMA with nearly twenty seven years of distinguished service.

NOW, THEREFORE, BE IT RESOLVED THAT WE, The Commissioners of Lebanon County, on behalf of all our residents, unite to thank "***TOM***" for the outstanding service he provided to our community during his tenure as a dedicated employee. ***FURTHER***, we extend congratulations on a job well done, and best wishes for the very best retirement.

BOARD OF COUNTY COMMISSIONERS

Robert J. Phillips
William E. Ames
Jo Ellen Litz

ATTEST: Jamie A. Wolgemuth
Chief Clerk/County Administrator

ADOPTED: This Eighteenth Day of August,
Two Thousand Sixteen.

It was moved by Comm. Ames, seconded by Commissioner Litz to adjourn this meeting.

Wednesday, August 24, 2016 2:00 p.m.

The Board of Commissioners held a workshop session, all members present. Comm. Phillips presiding.

A discussion was held concerning the Day Reporting Center. The following individuals attended this session.

President Judge John Tylwalk
Sally Barry, Probation Services Director
Audrey Rakow, Probation Services Deputy Director
John Shott, CJAB Grant Coordinator, Probation Services

Kenny Montijo, CEO of the United Way of Lebanon County and Brooke Smith, Director of Community Impact, met with the Commissioners to ask for their support of a 2-1-1 telephone information hot line system. This system will provide callers with social service resource and disaster relief information. The free hotline would be in service twenty four (24) hours a day, seven (7) days a week. Callers would be able to obtain information on paying utility bills, veteran services, shelter assistance, job training and prison re-entry programs. In addition, it would also help to provide non-emergency information during floods, blizzards and other disasters. The cost will be \$30,000.00 for each of the first three years. The following individuals attended this session:

Kevin Schrum, MH/ID/EI Administrator
Jessica Creter, MH/ID/EI Deputy Administrator

Wednesday, August 31, 2016 2:00 p.m.

The Board of Commissioners held a workshop session, all members present. Comm. Phillips presiding.

John Kennedy, Project Engineer/Portfolio Manager and John Bachman, Senior Project Manager of the Pennsylvania Department of Transportation, met with the Commissioners to propose preserving the county-owned Inwood Bridge and building a replacement of Swatara Creek. Inwood Bridge span will be replaced with a more appropriate bridge for vehicle traffic. The steel truss bridge declared unsafe in 2005, will be disassembled and moved to the Swatara Rail Trail for foot and bike traffic. The following individuals attend this session:

Mark Wilson, Project Manager – Wilson Consulting Group, PC
John Fitzkee, Assistant Director/Transportation Planner – Lebanon County Planning
Steve Klein, Maintenance Supervisor – Lebanon County Building & Grounds
Dennis Firestone, Supervisor – Union Township

At 2:30 p.m., the Commissioners met in an executive session to discuss personnel matters.