

**Tuesday, January 3, 2012 10:00 a.m.**

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

The meeting opened with the Pledge to the Flag.

The Commissioners asked for public comment and no comment was heard.

The Commissioners approved the minutes of the previous meeting.

**There was no further business brought before the meeting, therefore on motion of Comm. Carpenter, seconded by Comm. Litz the meeting adjourned sine die at 10:03 a.m.**

**Tuesday, January 3, 2012 12:30 p.m.**

The Board of County Commissioners convened today to organize for the year 2012. All members present.

The meeting opened with the Pledge to the Flag.

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

**Commissioner Phillips was elected Chairman of the Board.**

**Commissioner Ames was elected Vice-Chairman of the Board.**

**Commissioner Litz was elected Secretary of the Board.**

**Jamie A. Wolgemuth was re-appointed County Administrator** to the Board of County Commissioners for the year 2012.

**Attorney Adrienne C. Snelling was re-appointed Solicitor** to the Board of County Commissioners for the year 2012.

**All employees were reappointed to their respective positions and shall remain on the County payroll,** effective January 3, 2012.

The following schedule for meetings of the Board of Commissioners was approved for the year 2012: Notice to be posted and advertised in accordance with the law.

The following **schedule for meetings of the Board of Commissioners for the year 2012: Notice to be posted and advertised in accordance with the law.**

#### **PUBLIC NOTICE**

The Lebanon County **Commissioners will hold regularly scheduled meetings** to transact county business on the following days for the Year 2012.

- **Every first and third Thursday** on the following dates in Room 207 of the Municipal Building, Lebanon, Pennsylvania beginning at 9:30 a.m. and continuing until all business is transacted. Meeting held at other municipalities will begin at 7:00 p.m.

January 5 & 19	July 5, 19 & 26
February 2	August 2
February 16 (Cornwall Borough)	August 16 (Jackson Township)
March 1 & 15	September 6 & 20
April 5 & 19	October 4 & 18
May 3	November 1
May 17 (Union Township) Township)	November 15 (North Londonderry Township)
June 7 & 21	December 6, 20 & 27

- The **third Wednesday of each month at the Lebanon County Nursing Home, Cedar Haven, beginning at 10:30 a.m.** and continuing until all business is transacted.

- The **Commissioners will meet on Wednesdays, beginning at 9:30 a.m. in Room 207 of the Municipal Building and from time to time thereafter during the day for the purpose of work sessions dealing with county government functions.**
- A special meeting will be held Thursday, July 26, 2012 in conjunction with the Lebanon Area Fair at the Lebanon Valley Expo Center & Fairgrounds, 80 Rocherty Road, Lebanon, PA 17042 beginning at 9:30 a.m. and continue until all business is transacted.

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*

Attest: *Jamie A. Wolgemuth*  
County Administrator

Each **Commissioner** was **assigned as liaison to the following departments.**

Robert Phillips – Area Agency on Aging

- City of Lebanon
- Commission on Drug & Alcohol
- Community Action Partnership
- Housing & Redevelopment Authority
- Mental Health/Mental Retardation/Early Intervention
- Renova Center
- United Way
- Veterans Affairs

William Ames - Assessment

- Building & Grounds
- Central Pennsylvania Energy Consortium (CPEC)
- Chamber of Commerce
- Conservation District
- Economic Development Corp.
- Lebanon Transit
- Lebanon Valley Expo Center & Fairgrounds/Tourist Promotion Agency
- South Central Workforce Investment Board

Jo Ellen Litz - Children & Youth

- Cooperative Extension
- Elections
- Emergency Management Agency
- Geographical Information Systems
- Management Information Systems
- Planning
- Women's Commission

The **Depository Banks** were approved as follows:

**FIRST NATIONAL BANK OF FREDERICKSBURG**

LEB CO COMM CEDAR HAVEN DIRECT DEPOSIT  
LEB CO COMM CEDAR HAVEN OPERATING ACCOUNT  
LEB CO COMM DOMESTIC RELATIONS TITLE IV-D  
LEB CO COMM DOMESTIC RELATIONS INCENTIVE  
LEB CO COMM FINES & COSTS  
LEB CO COMM FINES, COSTS & RESTITUTION  
LEB CO COMM SWEEP ACCOUNT  
LEB CO COMM GENERAL FUND  
LEB CO COMM GOVERNOR DICK ACCOUNT  
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 COMMUNITIES THAT CARE  
LEB CO CAPP EMERGENCY SHELTER GRANT  
LEB CO CAPP PLANNING GRANT  
LEB CO CAPP SUPPORTED WORK PROGRAM  
LEB CO CAPP WORK FORCE INVESTMENT AREA  
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 HOTEL ROOM RENTAL TAX  
LEB CO PA LICENSE FEES  
SUBDIVISION BOND ACCOUNT (PLANNING)  
LEB CO SEWAGE-DLA (PLANNING)  
LEB CO TAX CLAIM BUREAU SALES

**WACHOVIA**

LEB CO COMM RENOVA CENTER  
LEB CO LAND PRESERVATION ACCOUNT  
LEB CO MENTAL HEALTH MENTAL RETARDATION PROGRAM  
LEB CO RENOVA CENTER FUND DEPRECIATON  
LEB CO RENOVA CENTER SPECIFIED GIFT  
2006 CAPITAL PROJECT

**JONESTOWN BANK & TRUST**

AREA AGENCY ON AGING CONGREGATED FEEDING PROGRAM

**LEBANON VALLEY FARMERS BANK**

AREA AGENCY ON AGING  
AREA AGENCY ON AGING CONGREGAE FEEDING PROGRAM  
LEB CO COMM PAYROLL ACCOUNT  
LEB CO GENERAL FUND MONEY MARKET  
LIQUID FUELS TAX FUND  
LEB CO COMM INDUSTRIAL DEVELOPMENT

**COMMERCE BANK**

LEB CO COMM RECORD IMPROVEMENT FUND (ROD)  
2003 GOB BOND ACCOUNT  
LEB CO COMM GENERAL FUND

LEB CO COMM EMA ACT 78  
LEB CO COMM EMA HAZ-MAT 165  
LEB CO COMM EMA MITIGATION GRANT  
LEB CO COMM EMERGENCY MANAGEMENT AGENCY  
LEB CO COMM EMA RERF-TMI  
LEB CO COMM EMA ACT 56 E911  
LEB CO COMM DRUG & ALCOHOL  
LEB CO COMM MANAGED CARE INITIATIVE  
LEB CO COMM HAVA GRANT

**PA TREASURY OF HARRISBURG**

LEB CO COMM GENERAL FUND - INVEST  
GENERAL FUND-INVEST

**SOVEREIGN BANK**

LEB CO COMM GENERAL FUND

**PA LOCAL GOVERNMENT INVESTMENT TRUST**

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

At 12:35 p.m. the Commissioners sat as the **Salary Board to organize for the year 2012.**

On motion duly seconded, this meeting adjourned.

At 12:45 p.m. the Commissioners sat as the County **Board of Elections/Registration Commission to organize for the year 2012.**

At 12:47 a.m. the Commissioners sat as the County **Board of Assessment Revision of Taxes to organize for the year 2012.**

The Commissioners approve an **allocation in the amount of \$2,500 for payment of dues to the National Association of Counties (NaCo) for 2012.**

The Commissioners **authorized the participation of County Commissioners meeting by way of conference calls or any other electronic means available.**

On motion duly seconded, this meeting adjourned.

**Wednesday, January 4, 2012 1:00 p.m.**

The Board of Commissioners met in a **workshop session** for the purpose of hearing a presentation from 21<sup>st</sup> Century Appraisals about the **Court-ordered reassessment** which is under way in Lebanon County.

The following individuals from 21<sup>st</sup> Century were in attendance: Daniel Seaman, Chief Assessor of the Lebanon County Assessment Office was also in attendance.

Timothy Barr, Chief Technology Officer  
Gene Porterfield, CEO  
Cindy Porterfield  
Michael Russell

**Thursday, January 5, 2012 9:30 a.m.**

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

The meeting opened with a moment of silent meditation and the Pledge to the Flag.

The Commissioners **approved the minutes from the organizational meeting** held Tuesday January 3, 2012.

Sallie Neuin, Lebanon County Treasurer, presented the weekly Treasurer's report.

The Commissioners accepted the Treasurer's report as read. Expenditures are in the amount of \$470,819.53.

Desiree Nguyen, Director and Melissa Light, Personnel Officer of Lebanon County Human Resources, presented this week's position requests, personnel transactions and conference/seminar requests.

At 9:47 a.m., the Commissioners sat as the County Board of Elections.

At 9:50 a.m., the Chairman Commissioner reconvened the regular meeting.

Amy Mozzarella di Bosco, County Recycling Coordinator of the Greater Lebanon Refuse Authority (GLRA), met with the Commissioners to inform them that **GLRA will open an Electronics Recycling Facility January 16, 2012 for Lebanon County residents and small businesses. Electronics are free to drop off, there are no charges and no fees for electronics, and a GLRA License is not required.**

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

The Commissioners approved and signed the following **municipalities fixed liquid fuels applications for county aid for the 2012** and to submit the applications to the Pennsylvania Department of Transportation (PennDOT) for their approval:

<u>Municipality</u>	<u>Amount</u>
Swatara Township	\$3,695.00

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

At 10:30 a.m., the Commissioners met in an executive session to discuss personnel and union matters.

**Wednesday, January 11, 2012 1:00 p.m.**

The Board of Commissioners met in a workshop session, all members present.

Daniel Kauffman, Director of Lebanon County Emergency Management Agency, presented an overview concerning the alternate 911 Public Service Answering Point (PSAP) Center.

**Wednesday, January 18, 2012 10:30 a.m.**

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

The Commissioners asked for public comment and no comment was heard.

Edward Schlegel, Administrator and Marcia Krause, Assistant Administrator of Cedar Haven, met with the Commissioners to discuss the business and personnel transactions of the facility.

Mr. Schlegel reviewed the handouts for the newly-seated Commissioners and answered questions regarding admissions procedures.

The occupancy rate at the facility is 94%.

The Pennsylvania Department of Public Welfare Office of Long Term Living is currently conducting an audit of the facility's financial statement for the period of January 1, 2009 through December 31, 2009.

Roman Shahay, Administrator of Renova Center, met with the Commissioners to discuss the business at Renova.

The census at the facility is 23%.

The facility repaired a clogged drain pipe on the lower level during the week of January 9th.

The Commissioners approved a revision to the Admissions Policy of the Renova Center to include the following language: Vote unanimous.

**ADMISSION** 483.440 (b.1-4)

Exceptions to the above listed admissions criteria may be granted at the discretion of the Lebanon County Commissioners, who act as the governing body for the Renova Center.

**SELECTION PROCESS:**

The County Commissioners have final approval of all admissions.

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

The Commissioners granted permission to the Drug and Alcohol Commission Board Members, to create a Serenity Garden on the grounds of the Lebanon Treatment Center in remembrance of Susan Klarsch. Susan was Executive Director of the Lebanon County Commission on Drug & Alcohol Abuse.

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

At 12:00 noon the Commissioners met with the other members of the Prison Board to conduct their monthly meeting held at the Correctional Facility.

**Wednesday, January 18, 2012 1:00 p.m.**

The Board of Commissioners met in a workshop session, all members present.

Raymond Bender, Executive Director of the Lebanon County Redevelopment Authority and Bryan Hoffman, Executive Director of the Lebanon County Housing Authority, each presented an overview of their respective offices. Betsy Bowman of the Redevelopment Authority and Susan Bowman of the Housing Authority were also in attendance.

**Thursday, January 19, 2012 9:30 a.m.**

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

The meeting opened with a moment of silent meditation and the Pledge to the Flag.

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

The Commissioners approved the minutes of the previous meeting.

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. Expenditures are in the amount of \$1,933,974.95. The gross payroll on January 12, 2012 was in the amount of \$1,221,473.25.

The Commissioners, upon the recommendation of County Treasurer Neuin, to approve and sign a **Corporate Resolution to open a revised account at Fulton Bank.**

The Commissioners, upon the recommendation of County Treasurer Neuin, to approve and sign **Corporate Resolutions to open revised accounts for the following funds at Fulton Bank:**

Park and Recreation Fees	2009 GOB Bond Account
Liquid Fuels Tax Fund	Act 44 Bridge Funds
Industrial Development	Payroll Account
Signal Project	General Account
Record Improvement	

## Hotel Tax County Share

The Commissioners, upon the recommendation of County Treasurer Neuin, to approve and sign a **Resolution of Lodge, Association or Other Similar Organization, to open a revised account for the General Fund at Jonestown Bank & Trust Co., Jonestown, PA.**

The Commissioners, upon the recommendation of County Treasurer Neuin, to approve and sign a **Resolution of Lodge, Association or Other Similar Organization, to open a revised account for the Area Agency on Aging Congregate Feed Program at Jonestown Bank & Trust Co., Jonestown, PA.**

Desiree Nguyen, Director and Melissa Light, HR Officer of Human Resources, presented this week's position requests, personnel transactions and conference/seminar requests.

Nicholas Yingst, Chief Clerk of Voter Registration, met with the Commissioners to present a Help America Vote Act (HAVA) report for consideration.

The Commissioners approved and signed the **Certification of County Maintenance Effort.** Whereas, pursuant to Section 254(a) of HAVA and in accordance with its agreement for HAVA Title II Financial Assistance with the Commonwealth of Pennsylvania, Lebanon County certifies that it has maintained its level of expenditures (as identified in Element No. 7 of the County Plan) for the administration of voting programs at a level that is not less than the level of such expenditures maintained by the County for the fiscal year ending prior to November of 2000. **This certification is for the reporting period of January 1, 2011 through December 31, 2011. The level of expenditures required in the County Plan, Element No.7 equals \$181,680 and the level of expenditures, current report period equals \$308,542.75.**

Susan Eberly, Vice President of the Lebanon Valley Economic Development Corporation, met with the Commissioners to present a Resolution for a Qualified Energy Conservation Bond Program.

The Commissioners adopted the following **Resolution No. 1-19-12, to establish a Qualified Energy Conservation Bond Program which will be administered by the Lebanon Valley Economic Development Corporation: The funds will be used to implement a "Green Community Program" within the County of Lebanon.**

### RESOLUTION NO: 1-19-12

WHEREAS, The Energy Improvement and Extension Act of 2008 (the "Energy Improvement Act"), enacted on October 3, 2008, by the United States of America, authorizes states, political subdivisions, and other entities authorized to issue bonds on behalf of states and their political subdivisions ("Qualified Issuers") to issue Qualified Energy Conservation Bonds ("QECBs") for certain municipal and private projects, as described therein, up to a specified, national total dollar volume; and

WHEREAS, The provisions of the Energy Improvement Act authorizing the issuance of QECBs have been codified under the Internal Revenue Code of 1986, as amended (the "Code"), in Section 54D; and

WHEREAS, The American Recovery and Reinvestment Act of 2009, enacted on February 17, 2009, by the United States of America, amended Section 54D of the Code to increase the authorized, national total dollar volume of QECB's from \$800,000,000

to \$3,200,000,000, and to permit the issuance of QECBs to implement green community programs; and

WHEREAS, Guidance has been provided by the United States Department of the Treasury pursuant to Notice 2009-29 regarding the amount of QECB volume cap allocated to the Commonwealth of Pennsylvania, and Section 54D of the Code and such Notice provide that the Commonwealth shall apportion its allocation for QECBs among the large cities and counties (those with a population of more than 1000,000) in the Commonwealth; and

WHEREAS, The Pennsylvania Department of Community and Economic Development, pursuant to Allocation Bulletin #30, dated October 15, 2009, has allocated to this County the authority to issue up to \$1,337,618.84 in principal amount of QECBs, of which up to \$401,285.65 principal amount may be issued as "private activity bonds"; and

WHEREAS, QECBs may be issued to fund projects for which 100% of the available project proceeds of the QECBs are used for qualified conservation purposes; and

WHEREAS, Section 54D of the Code and Treasury Notice 2009-29 provide that any Qualified Issuer may issue QECBs based upon volume cap allocated to this County or by this County to a conduit borrower or other ultimate beneficiary of an issue of QECBs, provided that the qualified conservation purposes financed by such QECBs are located within or are attributable to the jurisdiction of this County; and

WHEREAS, Implementing a "green community program", including the use of loans, grants, or other repayment mechanisms to implement such a program, is a qualified conservation purpose under Section 54D of the Code" and

WHEREAS, This County desires to create a "green community program" as contemplated by the Code and to provide for the utilization of all or a portion of this County's dollar volume allocation for QECBs in the implementation of such program.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY AS FOLLOWS:

1. This County hereby establishes a "green community program" within the meaning of Section 54D of the Code (the "Green Community Program") for the purpose of promoting energy efficiency and conservation through this County. The Green Community Program shall include, but need not be limited to, the issuance of QECBs to provide loans to private businesses for the retrofitting of existing buildings and facilities to meet program-established standards for hearing, cooling, lighting, water-saving, storm water-reducing, or related improvements.
2. This County hereby authorizes the Lebanon Valley Economic Development Corporation to establish the standards of the Green Community Program for adoption and approval by this County and to administer and market the same on behalf of this County.
3. Officers or members of the Board of County Commissioners of this County are hereby authorized, to execute and deliver any other documents required to implement the intent of this Resolution.

4. All actions of the County taken in conformity with the intent and purposes of this Resolution are ratified, confirmed and approved in all respects.
5. All resolutions or parts of resolution, insofar as such shall be inconsistent herewith, shall be and the same expressly are repealed.

DULY ADOPTED this 19<sup>th</sup> day of January, 2012, by the Board of Commissioners of the County of Lebanon, Pennsylvania, in lawful session duly assembled.

ATTEST:

COUNTY OF LEBANON,  
PENNSYLVANIA

By: /s/ *Jamie A. Wolgemuth*  
Chief Clerk

By: /s/ *Robert J. Phillips*  
County Commissioner

By: /s/ *William E. Ames*  
County Commissioner

By: /s/ *Jo Ellen Litz*  
County Commissioner

#### CERTIFICATE

I, THE UNDERSIGNED Chief Clerk of the County of Lebanon, Pennsylvania (the "County"), certify: that the foregoing is a true and correct copy of a Resolution which was duly adopted by affirmative vote of a majority of the members of the Board of County Commissioners of the County at a meeting of said Board duly convened and held according to law, at which meeting a quorum was present; that said Resolution duly has been recorded in the minutes of the Board of County Commissioners of the County; and that said Resolution is in full force and effect, without amendment, alteration or repeal, as of the date of this Certificate.

I further certify that the Board of County Commissioners of the County met the advance notice requirements of the Sunshine Act, as amended, 65 Pa.C.S. Ch.7, by advertising said meeting and by posting prominently a notice of said meeting at the principal office of the County or at the public building in which said meeting was held.

IN WITNESS WHEREOF, I set my hand and affix the official seal of the County, this 19<sup>th</sup> day of January, 2012.

(Seal)

/s/ *Jamie A. Wolgemuth*  
Chief Clerk

Jamie Wolgemuth, County Administrator, presented various items for consideration.

It was moved by Comm. Litz, seconded by Comm. Ames to reappoint *Brenda Phillips* as a member of the Lebanon Transit Authority Board of Directors with a term to end January 31, 2015. Comm. Litz and Comm. Ames voted "Aye", Comm. Phillips abstained voting. Motion carried.

*Allen Freed* and *Joseph Eisenhauer* were reappointed members of the Lebanon Transit Authority Board of Directors with a term to end January 31, 2015. Vote unanimous.

*Angel Price, Mary Louise Shirk and Bonnie Wolgemuth* were reappointed members of the Lebanon County Library System Board with terms to end December 31, 2015.

The Commissioners approved and signed the Grant Agreement by and between Friends of Old Annville Inc., Quittie Creek Nature Park Committee, 308 East Main Street, Annville, PA and the County of Lebanon. The County awards Friends of Old Annville Inc., Quittie Creek Nature Park Committee a Comprehensive Plan Implementation Grant in an amount not to exceed \$25,000.00 which shall be used for the Addition of Streamside Land to Quittie Nature Park Project.

The Commissioners approved, signed to the Pennsylvania Department of Transportation, Bureau of Municipal Services, the 2011 Report of County Liquid Fuels Tax Funds for Lebanon County. The unencumbered balance on hand at the close of this period is \$118,653.21.

The Commissioners approved and signed the following municipalities **fixed liquid fuels applications for county aid for the 2012** and to submit the applications to the Pennsylvania Department of Transportation (PennDOT) for their approval:

<u>Municipality</u>	<u>Amount</u>
Cornwall Borough	\$3,044.00
Jackson Township	\$5,112.00
Richland Borough	\$939.00
West Lebanon Township	\$796.00

The Commissioners approved and signed a **Certification of County Funds for 2012 Program Year in the amount of \$8,600.00 for the period of January 1, 2012 to December 31, 2013. The purpose of providing the county matching funds is for the purchasing of agricultural conservation easements.**

Commissioner Litz announced a report from NACo that Lebanon County's participation and membership in **the prescription discount card program saved our local residents \$32,784.25 since the program began in March, 2011.**

Commissioner Ames announced that he established a Congratulatory Certificate which can be presented by Commissioners to a new business during their Ribbon Cutting Ceremony.

Commissioner Litz inquired about a statement read by Commissioner Phillips to turn off or put cell phones on vibrate during Commissioners Meeting.

At 10:15 a.m., the Commissioners met in an executive session to discuss personnel matters.

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

**Wednesday, January 25, 2012 1:00 p.m.**

The Board of Commissioners met in a workshop session, all members present.

Nicholas Yingst, Director of the Lebanon County Voter Registration Office, presented an overview of the Elections Process.

The following individuals from Benecon Benefits and Consulting Group, 147 W. Airport Road, Lititz, PA 17543, presented an overview of the Employee Health Insurance Program: Desiree Nguyen, Director and Melissa Light, Officer of Human Resources were also in attendance.

David Wuenschel, VP Marketing & Sales

Cindy Derk

Kathy Cook