

Thursday, January 3, 2019 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. No comment(s) were heard.

The Commissioners approved the minutes from the December 28, 2017 meeting.

The Board of County Commissioners reorganized for the year 2019.

It was moved by Comm. Phillips, seconded by Comm. Litz to nominate Commissioner Ames, Chairman of the Board.

At the request of Commissioner Ames, Commissioner Phillips withdrew his nomination.

It was moved by Comm. Ames, seconded by Comm. Litz to nominate Commissioner Phillips, Chairman of the Board. Vote unanimous.

It was moved by Comm. Phillips, seconded by Comm. Litz to nominate Commissioner Ames, Vice-Chairman of the Board. Vote unanimous.

It was moved by Comm. Ames, seconded by Comm. Phillips to nominate Commissioner Litz, Secretary of the Board. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Ames, to reappoint Jamie A. Wolgemuth as Chief Clerk/County Administrator to the Board of County Commissioners for the year 2019. Vote unanimous.

It was moved by Comm. Ames, seconded by Comm. Litz, to reappoint Attorney David R. Warner, Jr. of Buzgon Davis Law Firm, as Solicitor to the Board of County Commissioners for the year 2019. Vote unanimous.

It was moved by Comm. Litz, seconded by Comm. Ames to reappoint all employees on the County payroll to their respective positions, effective January 1, 2019. Vote unanimous.

It was moved by Comm. Ames, seconded by Comm. Litz, to approve the following schedule for meetings of the Board of Commissioners for the year 2019: 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 2019. 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.

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

| | |
|------------------------|--------------|
| January 3 (reorganize) | July 3 |
| January 17 | July 18 |
| | July 25* |
| February 7 | August 1 |
| February 21 | August 15 |
| March 7 | September 5 |
| March 21 | September 19 |
| April 4 | October 3 |
| April 18 | October 19 |
| May 2 | November 7 |
| May 16 | November 21 |
| June 6 | December 5 |
| June 20 | December 19 |
| | December 26* |

- The Commissioners will meet on Wednesday, beginning at 1:30 p.m. in Room 207 of the Municipal Building for the purpose of work sessions dealing with county government functions.
- * A special event will be held on Thursday, July 25, 2019 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.
- * A special meeting will be held Thursday, December 26, 2019 for the purpose of adopting the 2020 general fund budget.

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

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

BOARD OF COUNTY COMMISSIONERS
Robert J. Phillips, Chairman
William E. Ames, Vice Chairman
Jo Ellen Litz, Secretary

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

It was moved by Comm. Ames, seconded by Comm. Litz to assign Commissioners as liaisons to the following departments. Vote unanimous.

Robert J. Phillips – City of Lebanon
Commission on Drug & Alcohol Abuse
Commission for Women
Department of Emergency Services
Housing & Redevelopment Authority
Penn State Cooperative Extension
Renova Center

William E. Ames – Area Agency on Aging
Building & Grounds
Chamber of Commerce
Conservation District
Elections
Economic Development Corp
Expo Center
Lebanon Transit
Lebanon Valley Destination Marketing Organization
Information Technology Services
South Central Workforce Investment Board
United Way

Jo Ellen Litz – Assessment
Children & Youth
Community Action Partnership
Geographical Information Systems
Mental Health/Intellectual Disabilities/Early Intervention
Planning
Veterans Affairs

It was moved by Comm. Litz, seconded by Comm. Phillips, upon the recommendation of County Treasurer Neuin to approve Depository Banks for 2019 as follows: Vote unanimous.

2019

FIRST CITIZENS COMMUNITY 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
SUBDIVISION BOND ACCOUNT (PLANNING)
LEB CO SEWAGE-DLA (PLANNING)
LEB CO TAX CLAIM BUREAU SALES
LEB CO CITY TAX REVENUE
ANNVILLE TOWNSHIP
CLEONA BORO
CORNWALL TOWNSHIP
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

JONESTOWN BANK & TRUST

AREA AGENCY ON AGING CONGREGATED FEEDING PROGRAM
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 09 GOB
LEB CO COMM HOTEL TAX COUNTY SHARE
LEB CO COMM PARK & RECREATION
LEB CO RECORD IMPROVEMENT COUNTY SHARE
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
LEB CO COMM MANAGED CARE INITIATIVE
LEB CO COMM MH/ID/EI - HSBG
LEB CO COMM LAND PRESERVATION
LEB CO COMM RECORD IMPROVEMENT (ROD)
WEST LEBANON-LEBANON CITY SCHOOL DISTRICT

SANTANDER BANK

COUNTY OF LEB GEN FUND INVEST ACCT

NORTHWEST BANK

LEB CO COMM SHERIFF'S OFFICE

PA LOCAL GOVERNMENT INVESTMENT TRUST

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 RENOVIA CENTER

At 9:42 a.m., the Commissioners sat as the Salary Board to reorganize for the year 2019.

At 9:43 a.m., the Commissioners sat as the County Board of Assessment Revision of Taxes to reorganize for the year 2019.

At 9:48 a.m., the Commissioners sat as the County Board of Elections/Registration Commission to reorganize for the year 2019.

At 9:50 a.m., the County Commissioners reconvened their regular meeting.

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

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 \$1,112,672.85. The gross payroll is in the amount of \$105,409.88.

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

Stephanie Shirk, Client Relationship Manager of Penn State Extension Office Lebanon County introduced Deanna Risher the Office Manager of the Lebanon Office and also thanked the Commissioners for the efficient transition to Penn State.

Jamie Wolgemuth, Chief Clerk/County Administrator, met with the Commissioners to present the following items for consideration.

The Commissioners approved to grant **Delegation of Signatory Authority to Jamie Wolgemuth, Chief Clerk/County Administrator in the Commissioners Office, upon the recommendation of the Department of Community and Economic Development (DCED), to approve all payment vouchers for the CDBG and HOME grants to be completed, approved and submitted electronically through their web form on behalf of the Lebanon County Redevelopment Authority.**

The Commissioners approved and signed **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, 2019 to December 31, 2019 at an annual rental of \$1,200.00 per year.**

The Commissioners approved and signed **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, 2019 to December 31, 2019 at an annual rental of \$150.00 per year.**

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

Wednesday, January 9, 2019 1:30 p.m.

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

Kathy Brookvar, Acting Secretary of the Commonwealth of Pennsylvania, Department of State and Jonathan Marks, Commissioner of the Bureau of Commissions, Elections, and Legislative, presented information concerning the upcoming changes to PA Voting Systems/Directive Funding. Michael Anderson, Chief Clerk of Lebanon County Voter Registration was in attendance.

Wednesday, January 16, 2019 1:30 p.m.

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

James Donmoyer, Executive Director of Lebanon County Commission on Drug and Alcohol Abuse, presented updates of the Commission.

Thursday, January 17, 2019 9:30 a.m.

The regular meeting of the Board of 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. Karen Ludwig, Constituent Service Representative of Congressman Dan Meuser's local office in Palmyra, PA, along with two other members of his staff, attended the meeting to introduce themselves and to inform the Board on the status of the Congressman's representation for our area.

The Commissioners approved the minutes from January 3, 2019 Commissioners meeting.

Sallie Neuin, Treasurer of the Lebanon County Treasurer's Office, 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 \$1,323,419.59. The gross payroll was in the amount of \$1,102,553.58.

The Commissioners, upon the recommendation of Treasurer Neuin, to approved and signed an **Account Agreement at First Citizens Community Bank, 1690 North 7th Street, Lebanon, PA to open a checking account for the Lebanon Valley Rail Trail Acquisition Public Fund Account.**

Michelle Edris, Director and LeeAnne Shank, HR Assistant of Lebanon County Human Resources, presented personnel transactions and conference/seminar requests for consideration.

The Commissioners approved the **Memorandum of Understanding between the County of Lebanon and AFSCME Union Council 89**, pertaining to the following: Increased hiring rates to \$14.93 per hour; the reclassification of six (6) current FT Correctional Officer positions to three (3) Lance Corporal positions, with compensation of an additional \$1.00 per hour, and three (3) Private 1st Class with compensation of an additional \$0.65 per hour; percent (%) increases for current FT Correctional Officers; new wage scale for the remainder of the contract. All changes will be effective retroactive to the beginning of the first pay period for 2019, which was December 30, 2018

Carol Davies, Administrator of Lebanon County Area Agency on Aging, met with the Commissioners to present contract amendment, and an Aging Well PA (AWP) Agreement for consideration. Mrs. Davies stated that the Agreement is to provide assessment services on behalf of AWP for consumers requiring a level of care determinations for MA funded programs. Vote unanimous.

The Commissioners approved the **FY 2018-2019 Area Agency on Aging Provider Contract Amendment in the total contract amount of \$353,051**. There are 16 contract changes that increase total net expenditures by \$42,631. No county support is requested to fund these amendments.

The Commissioners approved and signed an **Amendment to Service Agreement Number AWPA-PSA24AAA-2018-2021**. This amendment is entered into by and between AGING WELL, PA, LLC (AWP) and Lebanon County Area Agency on Aging to provide payment to the AAA for the Level of Care Assessment function.

At 9:55 a.m., the Commissioners sat as the County Board of Elections.

At 10:00 a.m., the Commissioners resumed the regular meeting.

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

The Commissioners approved, signed the **Pennsylvania Department of Agriculture, Bureau of Farmland Preservation, Certification of County Funds for 2019 Program Year**. The accumulated total certified county match funds for 2019 is \$232,072. The purpose of providing the county matching funds is for the purchasing of agricultural conservation easements.

Robert Funck was reappointed member of the Lebanon County Health Facilities Authority with a term to expire December 15, 2023.

Richard Randall was reappointed member of the Housing Authority of the County of Lebanon with a term to expire February, 2023.

The Commissioners approved and signed an **Agreement for Provision of Medical Transportation between Lebanon County and Laura Lefever as a driver, on behalf of Community Action Partnership (CAP)**. This Agreement will be effective from July 1, 2018 to June 30, 2019. This is an agreement for curb-to-curb transportation services as requested by CAP for clients enrolled in the Medical Assistance Transportation Program of CAP in Lebanon County.

The Commissioners approved and signed a **Second Amendment to Agreement of Sale by and among the County of Lebanon and BT Management, LLC** as follows:

SECOND AMENDMENT TO AGREEMENT OF SALE

THIS SECOND AMENDMENT TO AGREEMENT OF SALE (the "Second Amendment") is dated as of the date it was executed by the last party to sign below, and is made by and among:

County of Lebanon, a Pennsylvania municipal corporation and county of the 5th class by virtue of the Pennsylvania County Code (the "Seller"), with an address of Room 207 Municipal Building 400 South 8th Street, Lebanon, PA 17042;

AND

BT Management, LLC, a Pennsylvania limited liability company, its successors and assignees with a mailing address of 116 Union Avenue, Altoona, PA 16602; (the "Buyer"),

WHEREAS, the Buyer and Seller are parties to that certain Agreement of Sale dated September 30, 2016 for property located in South Lebanon Township, Lebanon County, Pennsylvania as amended by a First Amendment to Agreement of Sale dated August 24, 2018 (the "Agreement"); and

WHEREAS, the parties desire to amend the Purchase Price extend the Study Period.

NOW THEREFORE, in consideration of the mutual covenants and agreements herein contained, and intending to be legally bound, the parties hereto agree as follows:

1. **Amendment of Section 2.02.** Section 2.02 of the Agreement is deleted in its entirety and replaced with the following:

2.02. Purchase Price. The aggregate purchase price for the property (the "Purchase price") shall be **Seven Hundred Fifty Thousand Dollars (\$750,000.00)**. The balance of the Purchase Price less the amounts previously paid pursuant to Section 2.03 below shall be paid in immediately available funds at Settlement (as hereinafter defined).

2. Amendment of Section 2.03. Section 2.03 of the Agreement is deleted in its entirety and replaced with the following:

2.03. Deposits. A. The sum of **Forty Five Thousand Dollard (\$45,000.00)** (the "Deposit Amount") has been previously paid to Buyer's title agent Leventry, Haschak and Rodkey, LLC. The Deposit Amount shall be applied toward the purchase Price. The deposit shall be non-refundable except as expressly provided herein.

B. Notwithstanding the foregoing, Buyer shall have until June 30, 2019 (the "Study Period") to obtain approvals and permits, and to conduct due diligence including such tests, inspections and investigations as Buyer deems appropriate. Buyer may terminate this Agreement at any time during the Study Period at which time the Deposit Amount shall be delivered to Seller and neither party shall have any further obligation under this Agreement.

3. **Miscellaneous.** The parties hereby ratify the Agreement. Except as expressly modified hereby, the Agreement shall remain in full force and effect. In the event of a conflict between the Agreement and this Second Amendment, this Second

Amendment shall control. This Second Amendment may be executed in multiple counterparts. For the purpose of the execution of this Second Amendment, a signature transmitted by facsimile or email attachment shall be deemed an original.

SELLER:

Date: _____

Lebanon County Commissioners

Attest

BUYER:

Date: _____

BT Management, LLC

Witness:

By: _____
Bruce J. Thaler, Member

The Commissioners approved **property tax exemption to the following individuals**. These properties will be placed on the non-taxable real estate list for disabled Veterans, effective January 1, 2019: This action is based on information received and ordered by the Pennsylvania State Veterans Commission.

Carol Houser
18 Pershing Avenue
Lebanon, PA 17042

Tony A Peden
316 W Sheridan Avenue
Annville, PA 17003

It was moved by Comm. Ames, seconded by Comm. Phillips to adopt the following **proclamation for the Swatara Watershed Association**. Comm. Ames and Comm. Phillips voted "Aye", Comm. Litz "abstained". Motion carried.

PROCLAMATION

WHEREAS, The Swatara Watershed Association will host their 31st Annual Swatara Canoe & Clean-up Sojourn on May 4 & 5, 2019; and

WHEREAS, The purpose of the Sojourn is to promote the importance of watersheds by encouraging and supporting volunteer community organizations, educators and other groups to conduct watershed education and awareness activities; and

WHEREAS, It is well known that through storm drains, trash enters the Swatara Creek which ends up in tributaries and eventually the Swatara; and

WHEREAS, It is through knowledge and participation, that public awareness increases, and communication among watershed groups and governments are enhanced.

NOW, THEREFORE, WE, The Commissioners of Lebanon County offer our support to the Swatara Watershed Association, as we recognize their efforts to clean water thus stand behind the **"SWATARA SOJOURN"**. **FURTHER**, we do hereby encourage

all our citizens to join with them in this successful project for the County of Lebanon.

BOARD OF COUNTY COMMISSIONERS

Robert J. Phillips
William E. Ames
Jo Ellen Litz

ATTEST: Jamie A. Wolgemuth
Chief Clerk/County Administrator

ADOPTED: This Seventeenth Day of January,
Two Thousand Nineteen.

Mr. Wolgemuth presented a view from Kathy Brookvar, Acting Secretary of the Commonwealth, Pennsylvania Department of State, that it is the opinion of the Department of State that a person is a candidate for an elective office when the petition for that office, with required accompanying documentation, has been timely filed with the appropriate body. 25 P.S. §2868.

Jonathan Fitzkee, Assistant Director/Senior Transportation Planner of the Lebanon County Planning Department, met with the Commissioners to present a Resolution for consideration. Julie Cheyney, Director of Planning attended this meeting.

The Commissioners approved to adopt the following resolution on behalf of the Lebanon County Planning Department:

County of Lebanon

RESOLUTION #1-17-2019

A RESOLUTION OF THE BOARD OF COMMISSIONERS, COUNTY OF LEBANON, AUTHORIZING THE AWARDING OF A FIVE YEAR MASTER TASK OPEN ENDED CONTRACT FOR TASK INCLUDING, BUT NOT LIMITED TO, IMPLEMENTING OF THE COMMONWEALTH'S PENNDOT CONNECTS POLICY, TRANSPORTATION, LAND USE, LONG RANGE TRANSPORTATION, FREIGHT, STATEWIDE PLANNING, INNOVATIVE FINANCE, AND OTHER SERVICES REQUIRED TO BE PERFORMED IN THE FIELD OF TRANSPORTATION AND PLANNING AND PROGRAMMING TO **WSP USA, 4 PENN CENTER, 1600 JFK BLVD, PHILADELPHIA PA.**

WHEREAS, the County of Lebanon, through its Planning Department staff, has requested consultant support to better assist in greater and more comprehensive transportation planning as part of the efforts of the LEBCO MPO.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the County of Lebanon does hereby endorse and approve entering into agreement and the awarding of Contract, to implement transportation services as required by the Pennsylvania Department of Transportation (PennDOT).

BE IT FURTHER RESOLVED, that the Board of Commissioners of the County of Lebanon does hereby authorize the Executive Director of the Lebanon County Planning Department to sign and execute all required agreements and materials for

all future work orders as part of the five year master open ended agreement contract.

Board of Commissioners of the
County of Lebanon
Lebanon County, Pennsylvania

ATTESTED: /s/ Jamie A. Wolgemuth
Chief Clerk/ County Administrator

By: */s/ Robert J. Phillips*
Chairman

By: */s/ William E. Ames*
Vice-Chairman

By: */s/ Jo Ellen Litz*
Secretary

Kevin Schrum, Administrator of Lebanon County Mental Health/Intellectual Disabilities/Early Intervention, met with the Commissioners to present various items for consideration.

The Commissioners approved and signed the **HealthChoices Single Contract which will change from the five County (Cumberland, Lancaster, Lebanon & Perry) Capital Area Behavioral Health Collaborative (CABHC) counties with OMHSAS, to a model that has a single agreement between CABHC and OMHSAS, with each county contracting with CABHC.**

The Commissioners approved the **FY2018-2019 MH/ID/EI Provider Contract Amendments in the total contract amount of \$36,546.** There are six (6) contract changes and will not necessitate a request for an increase in funds from the County.

Jonathon Johnson, Dr. McKenzie Walker, Rev. Alan Smith and Bonnie Pietruch were reappointed members of the MH/ID/EI Advisory Board with terms ending December 31, 2021. Vote unanimous.

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

Wednesday, January 23, 2019 1:30 p.m.

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

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