

**Wednesday, June 6, 2018 1:30 p.m.**

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

Michael Anderson of Lebanon County Voter Registration, presented Lawrence Leach of Hart InterCivic, Austin, TX 78728. Mr. Leach presented a demonstration of the Verity Voting System.

**Thursday, June 7, 2018 9:30 a.m.**

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

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

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

The Commissioners approved the minutes from May 17, 2018 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 \$1,120,145.76. The gross payroll of May 24, 2018 was in the amount of \$1,019,715.21 and the gross payroll of June 5, 2018 was in the amount of \$1,052,686.20.

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

James Donmoyer, Executive Director of the Lebanon County Commission on Drug & Alcohol Abuse, along with Dennis Good Fiscal Operations Officer of MH/ID/EI, met with the Commissioners to present various items for consideration.

**The list of FY 2018-2019 Provider Contract Amendments for Drug and Alcohol was approved** by the Commissioners.

The Commissioners approved the **FY 2018-2019 Drug & Alcohol Budget Summary Report. The total revenue and expenditures equal \$1,341,353.**

*Bonnie Loy and Marilyn Nolte* were reappointed members of the Lebanon County Commission on Drug and Alcohol Abuse Advisory Board with terms to end February 19, 2021.

Kevin Schrum, Administrator of the Lebanon County MH/ID/EI along with Dennis Good Fiscal Operations Officer of MH/ID/EI/Drug & Alcohol, met with the Commissioners to present various items concerning his department.

The Commissioners approved the **MH/ID/EI FY 2018-2019 Provider Contracts in the total amount of \$3,366,963.00 for support services.**

The Commissioners approved the **MH/ID/EI FY 2018-2019 Budget Summary, total expenses will be in the amount of \$8,551,330 and revenues will be \$7,791,000. The required county match contribution of \$339,000 equals \$1,099,000 in county funds to support the proposed budget.**

*Troy Williams and Rev. Dennis Scalese* were appointed members of the Lebanon County MH/ID/EI Advisory Board with terms to end December 31, 2010.

Robert Karnes, Warden of the Lebanon County Correctional Facility, met with the Commissioners to present a Pharmacy contract for consideration.

The Commissioners entered into a **Pharmacy contract with Hershey Care to provide prepackaged medicine for inmates incarcerated at the Correctional Facility. Hershey Care will provide routine delivery of medicine Monday Through Friday two times per day and will be available 24.7 for consultation.**

Elizabeth Bowman, Executive Director of Lebanon County Redevelopment Authority, met with the Commissioners to present various items for consideration.

The Commissioners adopted the following **Resolution for the Community Development Block Grant Program:**

#### RESOLUTION

RESOLUTION OF THE COMMISSIONERS OF LEBANON COUNTY NODIFYING AND REVISING THE FISCAL YEARS 2013, 2014, AND 2015 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM BUDGETS.

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. FY 2013 – Reduce funding to the Annville sidewalks activity which was completed under budget and move funds to the Jonestown ballfield and North Lebanon sidewalks activities.
2. FY 2014 – Cancel the Annville Sidewalks activity, reduce Myerstown Curb Cuts, Cleona Curb Cuts, P.R.O.B.E., AND ELSH Mountain activities. Use this funding to add two new activities: Lebanon family Health Services public service and Demolition of 1405 East Old Cumberland Street in North Lebanon Township, and to provide increased funding to the North Lebanon Sidewalks and Myerstown Street Improvements activities.
3. FY 2015 – Cancel Myerstown Curb Cuts activity (completed with funding from previous years) and move funds to the North Lebanon Sidewalks activity and Volunteers in Medicine public service.
4. A modification to South Lebanon Township FY 2013 and 2014 budgets will cancel the Housing Rehabilitation and First-time Homebuyer activities and reduce funding to the Acquisition/Demolition program to increase funds for to the Acquisition/Rehab/Resale program.

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 7<sup>th</sup> day of June, 2018

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

Attest: /s/ Jamie A. Wolgemuth  
County Administrator

The Commissioners approved a **\$200,000 funding request from the Lebanon County Redevelopment Authority, to continue to administer the Access and Senior Home Repair and Emergency Repair programs.** A few of these programs have existed for more than twenty years and benefit the County's most vulnerable population including the elderly and disabled of Lebanon.

James Holtry, Administrator of Lebanon County Children & Youth, met with the Commissioners to present third quarter invoices and a contract for Lancaster County Detention and Shelter Services for consideration. Mr. Holtry stated that Lancaster County agrees to accept juveniles from Lebanon County into the Youth Center which is located at 235 Circle Avenue, Lancaster, PA. The center is licensed by the Department of Human Services and provides 24 hour temporary care for detention and shelter care of youth. Several staff of the Children & Youth Child Abuse Investigative Unit attended this meeting to receive a proclamation.

The Commissioners approved the **third quarter invoices for Children and Youth** as follows:

<u>Third Quarter Invoices</u>	<u>Amount</u>
ACT 148	\$1,211,367.00
Title IV-E Placement Maintenance	\$ 114,715.17
Title IV-E Adoption Assistance	\$ 69,735.40

Medicaid	\$ 598.10
Total	\$1,396,415.67

The Commissioners entered into a **Youth Intervention Center Service Agreement between the County of Lebanon and the County of Lancaster, 150 North Queen Street, PA 17602. This agreement shall remain in force and effect from July 1, 2018 to June 30, 2019. The rate for one resident in the secure detention area is \$305.35 and the rate for one resident in the secure shelter is \$191.76.**

The Commissioners adopted the following proclamation to proclaim **Child Welfare Appreciation Week** in Lebanon County:

**PROCLAMATION**

**“CHILD WELFARE PROFESSIONALS APPRECIATION WEEK”**

**WHEREAS**, the week of June 4-8, 2018 has been proclaimed as Child Welfare Professionals Appreciation Week, recognizing the efforts of child welfare professionals serving the children of Pennsylvania; and

**WHEREAS**, every day in Lebanon County, some local children have been removed from their homes due to abuse and neglect; and

**WHEREAS**, as Commissioners of Lebanon County, we recognize the need to protect the children of this County who are at risk of such child abuse and neglect; and

**WHEREAS**, investigating child abuse and providing services to families services to assure that the children of Lebanon County are provided with healthy, nurturing care and support is challenging work; and

**WHEREAS**, the professionals of Children & Youth must develop great skill in working with families who are in crisis situations, struggling with mental health challenges, suffering from drug and alcohol afflictions, poverty, and other difficult issues; and

**WHEREAS**, the staff of Lebanon County Children & Youth possess the qualities needed as they endeavor to protect these children. The staff also have a substantial knowledge in a myriad of areas to effectively serve the families of Lebanon County through long hours and tremendous demands.

**NOW, THEREFORE, WE**, the Commissioners of Lebanon County on behalf of all our citizens, do hereby proclaim June 4-8, 2018 as **“CHILD WELFARE PROFESSIONAL APPRECIATION WEEK”** in Lebanon County to recognize our staff of Children & Youth for their dedicated efforts in protecting the children of Lebanon County.

**BOARD OF LEBANON COUNTY  
COMMISSIONERS**

William E. Ames  
Robert J. Phillips  
Jo Ellen Litz

**ATTEST:** Jamie A. Wolgemuth

Chief Clerk/County Administrator

**ADOPTED:** This Seventh Day of June,  
Two Thousand Eighteen.

Patrick Salmon, M.B.A. and Robert Breslin, Project Manager of Honeywell Building Solutions, met with the commissioners to present a **Progress Report on the Phase III project. Mr. Breslin stated that all LED interior and exterior lighting is now complete. The current reporting period is from March 2017 through February 2018. Results from electric, gas, water and sewer energy conservation are as follows:**

Cumulative net savings to-date:	\$1,486,655
Cumulative Guarantee to-date:	\$1,222,912
Cumulative on-plan performance:	\$122%

Mayor Sherry Capello of the City of Lebanon along with Chris Gulotta, Consultant of the Gulotta Group, Easton, PA, met with the Commissioners to present a Land Bank proposal for consideration. The purpose of a land bank is to rehabilitate blighted properties in order to return them back on the tax rolls. Elizabeth Bowman, Executive Director of the Lebanon County Redevelopment Authority, and Melissa Quinones and Janell Mendoff of the City of Lebanon were in attendance.

It was moved by Comm. Phillips, seconded by Comm. Ames, **upon review of the County Solicitor, to adopt a modified Land Bank Plan, Intergovernmental Cooperation Agreement and Memorandum of Understanding between the City of Lebanon Land Bank and County of Lebanon. The Board of Commissioners reserved the right to take formal action to approve the land bank listing after a Judicial sales. Comm. Phillips and Comm. Ames voted "Aye". Commissioner Litz voted "Nay". Motion carried.**

**INTERGOVERNMENTAL COOPERATION AGREEMENT AND MEMORANDUM OF  
UNDERSTANDING BETWEEN THE CITY OF LEBANON LAND BANK  
AND COUNTY OF LEBANON**

This Intergovernmental Cooperation Agreement and Memorandum of Understanding ("Agreement"), dated June 7, 2018, is entered into between the City of Lebanon Land Bank, an entity created by an Ordinance Bill No. 15

(a copy of which is attached hereto and incorporated herein as Exhibit "A") of the City of Lebanon Council Meeting on March 27, 2017, said entity being a body politic with principal offices located at 400 South 8<sup>th</sup> Street, Lebanon, Pennsylvania 17042 (hereinafter "Land Bank") and County of Lebanon, with principal offices located at 400 South 8<sup>th</sup> Street, Lebanon, Pennsylvania, 17042 (hereinafter "County").

WHEREAS, the Land Bank and County have joined to create a stronger community and in dealing with vacant, abandoned, and tax delinquent properties in their joint jurisdiction; and

WHEREAS, the County wishes to obtain the aid of and encourage the Land Bank in obtaining blighted, abandoned, vacant and tax delinquent properties, maintaining them, and attempting to restore them to productive use; and

NOW, THEREFORE, the parties, in their mutual desire to work together in dealing with vacant, abandoned, blighted and tax delinquent properties, and based upon the mutual agreements herein contained, for good and valuable consideration, agree as follows:

1. Preamble. The preamble hereto is incorporated herein.

2. Land Bank Obligation. The Land Bank has limited funds and based upon those limited funds, no guarantee can be made as to property acquisition. The Land Bank, with regard to property which is acquired, shall attempt to maintain the property and return the same to productive use. No guarantees are being made by the Land Bank regarding the kinds of activities that will be undertaken by the Land Bank to return the properties to productive use. The Land Bank agrees to invoice the County yearly for 50% of the taxes collected by the 15<sup>th</sup> of January following the tax year for five (5) years after disposition.

After the Upset Sale and prior to the Judicial Sale, the Land Bank will submit to the County the list of properties it is interested in acquiring at the Judicial Sale along with a write-up for each property detailing the research the Land Bank has conducted on the property including its history and the Land Bank's proposed reuse for the property.

The Land Bank will operate a "Subsequent Buyer Pre-qualification Program" to facilitate the involvement of well-qualified entities in the redevelopment and return to productive use of properties acquired by the Land Bank. Draft guidelines for this program are attached hereto and incorporated herein as Exhibit "B." These guidelines are subject to change as the Land Bank Board finalizes the details of the program.

3. Obligation of the County. The County authorizes the Tax Claim Bureau to transfer the property to the Land Bank at the Judicial Tax sale according to the Procedure Outline between the City of Lebanon Bank and the Lebanon County Tax Claim Bureau (a copy of which is attached hereto and incorporated herein as Exhibit "C"). The County agrees, with regard to any property obtained in the City by the Land Bank that the County shall forgive, exonerate, release, or refund the said property from any real estate tax liens or any other liens or any other charges on the property arising to the County. The County understands that during the time that the property is in the ownership of the Land Bank, not to exceed five (5) years, the same shall not be taxable. The County understands that the Land Bank will attempt to return the property to productive use, which may include a non-taxable use, such as transfer to the County, School District, or for a charitable purpose. If the Land Bank is able to and does return the property to a taxable use, the County agrees, with regard to all taxes from the County on that property, that, for a period of five years after said property is transferred from the Land Bank, one-half of the taxes collected shall accrue to the benefit of the Land Bank, even though the same may be based on the tax assessed by the County and School District. No representation can be or is made as to the time duration which it will take the Land Bank to return property which it acquires to a productive use.

With respect to the Land Bank's Judicial Sale acquisitions, upon receipt of the list of properties which the Land Bank is interested in acquiring at the Judicial Sale and the accompanying write-ups, the County shall review the list and strike any and all properties from the list within ten (10) business days or the first scheduled Commissioners' meeting, which occurs later thereby preventing the Land Bank from exercising its trump bid at the Judicial Sale to acquire those properties. This will not preclude the Land Bank from pursuing those properties openly at the Judicial Sale without priority treatment.

4. Notice. The Land Bank shall reasonably attempt to supply notice to the representative designated by the County before any action is taken to acquire, rehabilitate, demolish, convey or transfer property owned by the Land Bank in the City during the term hereof.

5. Term and Termination. Any party hereto may terminate this agreement and withdraw from participation in future acquisition on ninety (90) days written notice to the other party. In the event of withdrawal, all of the County's obligations with regard to property already obtained or in the process of being obtained by the Land Bank in the City, including, but not limited to, the post-Land Bank conveyance five-year allocation of one-half of tax revenues to the Land Bank, shall continue. Unless terminated by mutual agreement, or as stated in this paragraph, this agreement shall continue.

6. Independent Contractors. Notwithstanding anything contained herein, each of the parties hereto are and shall remain independent contractors, and this Agreement shall not create any employment, agency, partnership, or co-venture relationship, and, except as specifically set forth herein, neither party may incur debt or financial obligation in the name of the other.

7. Compliance. All activities performed by any party hereunder shall be performed in accordance with all applicable statutes and ordinances of the City of Lebanon, Commonwealth of Pennsylvania, and United States of America.

8. Entire Agreement and Agreement Interpretation. This Agreement, and the attachments hereto, constitute the full and complete understanding and agreement between parties. No provision of this Agreement shall be interpreted to create any rights in any party other than the Land Bank and the County. This Agreement may only be altered in writing, signed by the parties hereto. This Agreement shall be interpreted and construed in accordance with the laws of the Commonwealth of Pennsylvania. The resolution of any conflicts or disputes arising hereunder shall be under the jurisdiction and venue of the Lebanon County Court of Common Pleas.

ATTEST:

CITY OF LEBANON LAND BANK

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ATTEST:

COUNTY OF LEBANON

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**Exhibit B**  
**City of Lebanon Land Bank**  
**Subsequent Buyer Pre-Qualification Program**

**Purpose:**

It is the intention of the City of Lebanon Land Bank (CLLB) to convey some of the properties it acquires to private individuals or other concerns (hereinafter referred to as “subsequent buyers”) for redevelopment purposes with the objective of returning properties to the tax rolls. These purposes may include but are not limited to business development and expansion, market-rate housing, or affordable housing. While subsequent buyers could acquire properties directly at the Judicial Sale, if the Land Bank does not acquire these properties as a preferred bidder at the Judicial Sale, the subsequent buyer may end up competing against speculators who drive the price of the properties up at the auction.

**Process:**

The Land Bank will pre-qualify subsequent buyers that express an interest in a property that has been acquired at a Judicial Sale. The Land Bank will then enter into an agreement with the subsequent buyer to sell them the property if the Land Bank does acquire the property at the Judicial Sale. The sales price to the subsequent buyer will be determined by the Land Bank’s policies.

In pre-qualifying subsequent buyers CLLB will consider the following information:

1. Legal Status of the subsequent buyer including its organizational and financial structure
2. The subsequent buyer’s prior experience in developing and managing real property
3. An affidavit signed by the subsequent indicating that for any properties it currently owns there are:
  - no delinquent taxes
  - no delinquent municipal utilities
  - no outstanding code violations or previous convictions for failure to maintain property
  - no outstanding municipal liens

Note: CLLB will verify this information.

4. In pre-qualifying a subsequent buyer the Land Bank will also consider:
  - the subsequent buyer’s capacity to meet its obligations
  - whether the subsequent buyer has been debarred from contracts with local, state and federal governments

Exhibit C

Procedural Outline for Proposed Interaction between the City of  
Lebanon Land Bank and the Lebanon County Tax Claim Bureau

I. Prior to the Judicial Tax Sale

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- A. Following Upset Sale, the Tax Claim Bureau identifies addresses of all properties not sold at Upset Sale.
- B. The Land Bank reviews these properties as potential candidates for Land Bank acquisition. Land Bank staff prepares an acquisition proposal for each property proposed for acquisition.
- C. The Land Bank board reviews the acquisition proposals and approves those properties that are to be requested for acquisition.
- D. The Land Bank submits the addresses of the properties requested for acquisition to the Tax Claim Bureau, along with a proposed purchase price for each property.
- E. Following resolution of any issues associated with the properties identified or the purchase prices proposed by the Land Bank and subject to policies and procedures previously established by the Tax Claim Bureau and the Land Bank, both parties enter into an agreement for the Land Bank's purchase of the properties requested for Land Bank acquisition. The agreement includes a provision that any property for which taxes are paid prior to the judicial sale is to be removed from the agreement.
- F. In preparation for the judicial tax sale, the Tax Claim Bureau publishes advertisements and issues notifications to property owners and lienholders. These materials include a statement disclosing the land bank's intent to submit a bid on the properties approved by the land bank board and indicating that, in the event that a land bank bid is submitted, these properties are to be removed from the judicial tax sale.
- G. Any properties for which taxes are paid prior to the judicial sale are removed from the purchase agreement between the Land Bank and the Tax Claim Bureau.

II. At the Judicial Tax Sale

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- A. At the start of the sale, an announcement is made that the Land Bank has submitted a bid on certain properties, which are removed from the sale. The addresses of the properties are identified.
- B. No other activity involving the land bank takes place at the judicial sale.

III. After the Judicial Tax Sale

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- A. The Tax Claim Bureau initiates the transfer of deeds to the properties purchased by the Land Bank to the Land Bank.
- B. Pursuant to procedural requirements set forth in the land bank enabling legislation, the Land Bank may consider filing a petition for quiet title for the properties acquired from the Tax Claim Bureau.

C. After securing clear title, the Land Bank conveys the properties to designated recipients, based on the Land Bank board's approval of applications and development proposals submitted by the recipients.

Robert Dowd, Director and Gary Verna, HazMat Chief of the Lebanon County Department of Emergency, met with the Commissioners to present a HMEP grant application and a Plains First Responder Grant Program (LPG) grant application for consideration. **The LPG grant is to help ensure first responders are properly equipped and trained to respond to a pipeline incident.**

The Commissioners entered into a **U.S. Department of Transportation Federal Fiscal Year 2017-2018 Hazardous Materials Emergency Preparedness Grant Program Agreement, between the Pennsylvania Emergency Management Agency (PEMA) an agency of the Commonwealth of Pennsylvania and Lebanon County (subrecipient). PEMA shall award \$7,126.00 in federal funds to Subrecipient. The subrecipient share shall equal \$1,781.00. The term of this Agreement is October 1, 2017 through September 30, 2019.**

The Commissioners approved the submission of the **Plains First Responder Grant Program for the Department of Emergency Services. The grant request is in the amount of \$1,520.00 for a new confined space rescue tripod and rope harnesses.**

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

The Commissioners approved the Sale from **the Repository for Unsold Properties to Susan Walborn on property located at 11 Sebastian Lane, Lebanon, PA; district/map & lot #19:2345778-391085-5102 for the bid amount of \$1.00.**

The Commissioners approved to grant **real estate property tax exemption to the following individual: The property will be placed on the non-taxable real estate list for disabled Veterans, effective July 1, 2018. This action is based on information received and ordered by the Pennsylvania State Veterans Commissioners.**

Michael Satttizahn  
522 Blue Mountain Road  
Fredericksburg, PA 17026

*Lauren Holubec* was reappointed member of the South Central Pa Works Board. This term is effective July 1, 2018 and will end June 30, 2021.

The Commissioners approved and signed an **Agreement for Provision of Medical Transportation between Lebanon County, on behalf of Community Action Partnership (CAP) and Maximo Munoz Almonte. This Agreement will be effective from July 1, 2017 to June 30, 2018.** 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 the following municipal liquid fuels application for County Aid for the year 2018 and to submit the application to the Pennsylvania Department of Transportation (PennDOT) for their approval:

<u>Municipality</u>	<u>Amount</u>
South Annville Township	\$2,850.00

The Commissioners approved a **2017-2018 PCoRP Loss Prevention Grant Program Application**. The total project cost is **\$25,227** and the grant amount requested is in the amount of **\$20,000.00**. The grant will be used for the following projects:

<u>Project</u>	<u>Amount</u>
1) Weapon Lock Boxes for MDJ Offices (AOPC Initiative)	\$2600
2) First Aid Kits for County Offices	\$2000
3) Juvenile Probation 3 Panic Buttons in Testing Rooms	\$ 700
4) Juvenile Probation AED	\$1400
5) Broken curb replacement at Probation Services	\$1700
6) Courthouse entrance mats slip and fall (2 <sup>nd</sup> set)	\$2300
7) MH/ID/EI exterior security lighting	\$ 500
8) John Deere Quick-hitch Rotary Broom for snow clearing	\$2200
9) Installation of card access at Community Action Partnership	<u>\$6600</u>
	\$20,000

The Commissioners approved an **allocation in the amount of \$5,500.00 from proceeds of the Hotel Tax/Tourism Fund to the Trail-way Sports Club, Inc.** These funds shall be used toward the Darwin Doll's York US30 Heritage Days and Drag Racing Show to be held at the Lebanon Valley Exposition Center (Fairgrounds), Lebanon, PA. Comm. Phillips and Comm. Ames voted "Aye", Comm. Litz voted "Nay". Motion carried.

It was moved by Comm. Litz, to approve an allocation from proceeds of the Hotel Tax/Tourism Fund to Friends of Coleman Memorial Park and Music in the Park in their requested amount of \$26,212. Motion died for lack of seconded.

The Commissioners approved an **allocation in the amount of \$10,000.00 from proceeds of the Hotel Tax/Tourism Fund to Friends of Coleman Memorial Park and Music in the Park.** These funds shall be used toward the Doors for Veteran's Memorial Amphitheater project located in the Coleman Memorial Park, Lebanon, PA.

The Commissioners approved and sign a **Statement of Compliance with PA Redevelopment Assistance Capital Program (RACP) requirements.** Whereas, Lebanon County, in connection with the Lebanon Health and Wellness Center project in Lebanon County, understands, and intends to comply with, all PA Redevelopment Assistance Capital Program (RACP) requirements. Lebanon County acknowledges that failure to comply with the RACP program requirements may adversely affect grant reimbursements.

The Commissioners approved and signed a **Cooperation Agreement between Lebanon County and the Good Samaritan Hospital of Lebanon, PA for a Redevelopment Assistance Capital Grant in the amount of \$1,000,000. The funds shall be used to perform renovations at 300 Willow Street, Lebanon, PA to establish a Health and Wellness Center to meet community needs.**

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

**Wednesday, June 13, 2018 1:30 p.m.**

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

Michael Anderson of Lebanon County Voter Registration, presented Daniel Chalupsky of Election IQ, Boston, MA. Mr. Chalupsky presented a demonstration of the Unisyn Voting System.

**Thursday, June 21, 2018 9:30 a.m.**

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

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

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

The Commissioners approved the minutes from June 6, 2018 Commissioners meeting:

Ana Cardona, 1<sup>st</sup> Deputy 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 \$1,146,462.36. The gross payroll of was in the amount of \$1,067,286.00.

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

Susan Christner, Juvenile Deputy Director and Dawn Hooton, Juvenile Probation Officer of the Lebanon County Probation Services, met with the Commissioners to receive a certificate. The Commissioners presented Ms. Hooton with the Lebanon County Commissioners Certificate of Congratulations in

recognition of her Community Excellence Award. The Community Excellence Award award was presented to Ms. Hooton by the Lebanon County Council of Human Service Agencies in recognition of her tireless work with court-referred youth suffering from sexually problematic behaviors.

James Holtry, Administrator of Lebanon County Children & Youth Services, met with the Commissioners to present FY 28018-2019 Service Contracts and a Centre County Detention Services Contract.

The Commissioners approved the **FY 2018-2019 Service Contracts for Children & Youth** as follows:

PROVIDER	TYPE OF SERVICE	2018-2019 Rates	UNIT	% Change 17-18 to 18-19
<b>Avanco International Inc</b>	CAPS computer system (Not to exceed)	30,000.00	annual	n/a
	Consultant Time			
	Research Analyst	54.50	per hour	0.0%
	Junior Programmer	65.40	per hour	n/a
	Junior Programmer Analyst	73.00	per hour	n/a
	Programmer Analyst	76.20	per hour	n/a
	Senior Programmer Analyst	78.70	per hour	n/a
	Developer	92.50	per hour	n/a
	Senior Developer	111.20	per hour	n/a
	Project Director	125.00	per hour	n/a
<b>BURKETT, Loreen</b> (Burkett Weiss)	Professional Legal Services	255.00	Hr	n/a
<b>Center for Hope &amp; Healing</b>	Basic Psychosexual (minus safety check at home or discharge resources home & Abel)	500.00		0.0%
	Safety/Psychosexual Assessment (minus Abel)	750.00		0.0%
	Psychosexual with Abel (minus safety check)	700.00		0.0%
	Psychosexual with Abel and safety check	950.00		0.0%
<b>Children's Resource Center at Pinnacle Health</b>	Physician Case Consult/Pornography Review (Includes review & report preparation)	125.00	Hr	n/a
	Physician Court Testimony ( <i>travel time &amp; mileage</i> )	100.00	Per Hr + Travel	n/a
	Certified Nurse Practitioner Court Testimony ( <i>travel time &amp; mileage</i> )	62.00	Per Hr + Travel	n/a

	Certified Nurse Practitioner Court Testimony ( <i>travel time &amp; mileage</i> ) w/o testimony	55.00	Per Hr + Travel	n/a
	Child Interview Specialist Court Testimony ( <i>travel time &amp; mileage</i> )	42.00		n/a
	Child Interview Specialist Court Testimony ( <i>travel time &amp; mileage</i> ) w/o testimony	34.00		n/a
	CRC Child Consult (Forensic Interview with Report) (99245)	525.00		n/a
	Extended forensic Interview with Child including report (up to 5 sessions)	125.00		n/a
	CRC Child Consult Medical / Exam (99241 - 99245)	325.00		n/a
	Court Related Mileage	0.55	Mile	n/a
	Photographic Documentation digital prints (up to 12 prints)	20.00		n/a
<b>Community Action Partnership</b>	Crisis Intervention	15,000.00	Yr	n/a
<b>Diakon</b>	SPIN Program (Specialized In-Home Treatment)	96.70	Day	n/a
	Psychosexual Evaluation without Abel	545.70		n/a
	Psychosexual Evaluation with Abel	736.70		n/a
	Court Testimony Master's Level	109.14		n/a
	Polygraph	306.00		n/a
<b>EGGERT, Heather</b>	Legal Counsel Out of court	115.00	Hr	n/a
	In Court	135.00	Hr	n/a
<b>EMPOWER THE MIND Martha Thompson</b>	<b>Unit Definition: 15 min</b>			
	Educational Group (flat rate group/hour)	100.00	Hr	n/a
	D&A Assessment non-Day Treatment Youth (per 90 minute session per kid total 12 weeks) (Number of Clients paid at a minimum of 4 even when census is less)	35.76	1 1/2 hr session	n/a
	Diagnostic Assessment (CPT code 90791)	123.14	Hr	n/a
	Comprehensive D&A Evaluation	123.14	Hr	n/a
	Laboratory Analysis	100.00	unit	n/a
	Consultation ( <i>In person case consultation \$14.00 / 15 min session</i> )& Court Appearance	56.00	Hr	n/a
<b>EQUITEAM SUPPORT SERVICES</b>	Individual Equine Assisted Psychotherapy	80.19	Session	n/a
	Group Equine Assisted Psychotherapy	20.05	Hr	n/a
	Neurofeedback session	120.00	Hr	n/a
<b>Exact Communication</b>	Mileage / current State rate			
	Spanish Interpreting for Hearings (2 hr) Min.	58.00	Hr	n/a

	French, Italian, German Interpreting for Hearings (2 hr) Min.	70.00	Hr	n/a
	All other languages Interpreting for Hearings (2 hr) Min.	80.00	Hr	n/a
	Travel Time	15.00	Hr	n/a
<b>GALLO, Colleen</b>	Legal Counsel Out of court	115.00	Hr	n/a
	In Court	135.00	Hr	n/a
<b>Henry &amp; Beaver LLP</b>				
	Legal Counsel	140.00	Hr	n/a
	Legal Representation for Termination	4,000.00	Per Yr	n/a
	Termination Appeals	750.00	Per Case	n/a
<b>Language Line Services</b>	Spanish Interpreting	0.75	min.	n/a
	All other supported languages	1.10	min.	n/a
<b>Lebanon Family Health Services</b>	Parenting Classes	35.00	Hr	n/a
<b>Lebanon Valley YMCA</b>	School Age Rates:			
	5 days one session	70.00	wk	n/a
	5 days two sessions	95.00	wk	n/a
	3 days one session	65.00	wk	n/a
	3 days two sessions	86.00	wk	n/a
	<b>Please see contract for complete list of rates</b>			n/a
<b>LutherCare</b>	1/2 day Kindergarten wrap-around (Annville)	154.35	wk	n/a
	Before & After School 1st to 3rd grade	126.00	wk	n/a
	Before or After School 1st to 3rd grade	88.20	wk	n/a
	<b>Please see contract for complete list of rates</b>			
<b>MEDINA, Jessica</b>	Spanish Interpreting at Court Hearings (2 hr. minimum)	60.00	Hr	n/a
		180.00	Half Day	n/a
		330.00	Full day	n/a
	Translations (.15 cents per word \$50.00 minimum for the first page)	50.00	first page	n/a
<b>NEW PASSAGES, INC.</b>				n/a
	Initial Diagnostic Evaluation	165.00		
	Individual Psychotherapy -30 min	55.00	30 min	n/a
	Individual Psychotherapy - 45 min	110.00	45 min	n/a
	Individual Psychotherapy - 60 min	165.00	60 min	n/a

	Family Psychotherapy with Patient Present	120.00		n/a
	Family Psychotherapy without Patient Present	120.00		n/a
	Group Psychotherapy	45.00		n/a
	Sex Offender Specialized Risk Assessment	900.00		n/a
	Polygraph Testing	350.00		n/a
	Additional Service Fee	150.00	hr	n/a
	<i>Additional Service Fee includes such things as telephone consultations, report writing, and other services traditionally non-billable to third party insurance</i>			n/a
<b>Pa Counseling Services</b>	Polygraph	300.00		
	Intake	85.00	Per Intake	n/a
	Individual (Outpatient 45 to 50 minutes)	66.00	Per Intake	n/a
	Group (Outpatient 2 hour)	30.00	Session	n/a
	IOP Group (Outpatient 2 hour)	60.00	Session	n/a
	Court Appearance (1 hour minimum - charged in 15 min intervals)	70.00	Hr	n/a
	Psychological Evaluation/Testing/report writing or court appearance (3 hr. minimum )	100.00	Hr	n/a
	<i>Licensed psychologist or psychologist intern supervised by licensed psychologist</i>			
<b>Penn State Health Children's Hospital</b>	Consultations	100.00	unit	n/a
	<b><i>Intensive case fee determined on case by case basis</i></b>			
<b>Philhaven</b>	Psychiatric Evaluations	188.00	Hr	n/a
	Counseling	78.00	Hr	n/a
	Psychiatric Consultation	117.30	Hr	n/a
	Parent Education in Home	46.48	Hr	n/a
	<b>Pathways</b> Sexual Offender Treatment	103.80	Hr	n/a
	Pathways Group Therapy	8.00	1/4 hour	n/a
	Family Advocacy	69.68	Hr	n/a
	Family Therapy	69.68	Hr	n/a
	Intensive Team Services ( <i>Advocacy &amp; Therapy Combo</i> )	69.68	Hr	n/a
<b>Preventative Aftercare</b>	Family Preservation (Not to exceed( 7) C & Y & (7) JPO per month)	50.23	Day	n/a
<b>SANTIAGO, Roberta</b>	Legal Counsel Out of court	115.00	Hr	n/a
	In Court	135.00	Hr	n/a
	Retainer \$2300/mo to be applied to fees accrued. Adjustments			
	made qtrly. Actual out of pocket costs-billed as incurred			

<b>Hugh S. Smith, PHD</b>	Forensic Psychological Evaluation	400.00	unit	n/a
	(\$150 for additional procedures/testing above that required by MCO for Best Practice Evaluations)	150.00	unit	n/a
	Comprehensive Psychological Evaluation	675.00	unit	n/a
	(or if billing part to MCO, payable at rate of \$82.75/hr for hours not approved by MCO)	82.75	hr.	n/a
	Intellectual Testing stand alone report	500.00	unit	n/a
	If administered as part of comprehensive battery	250.00	unit	n/a
	(or payable at rate of \$82.75/hr for hours not approved by MCO)	82.75	hr	n/a
	Comprehensive Psychoeducational/Diagnostic (Neuropsychological Evaluation)	850.00	unit	n/a
	With personality measure	1,000.00	unit	n/a
	(or payable at rate of \$82.75/hr for hours not approved by MCO)	82.75	hr	n/a
	Comprehensive Psychological Evaluation of Parent/Caregiver (Includes Parenting Evaluations)	675.00	unit	n/a
	(or payable at rate of \$82.75/hr for hours not approved by MCO)	82.75	unit	n/a
	Client no show they will bill half of Psychological Evaluation fee (regardless of eval type)	200.00	hr	n/a
	Intellectual Screener	180.00	unit	n/a
	Supplemental Drug and Alcohol Assessment	90.00	unit	n/a
	Supplemental Fire Risk Assessment	180.00	unit	n/a
	Supplemental Psychosexual Assessment (Child/Adolescent)	180.00	unit	n/a
	Competency to Stand Trial Evaluation (court testimony extra)	1,000.00	unit	n/a
	Amenability Assessment (Decertification/Transfer Certification) (Court testimony extra)	1,500.00	unit	n/a
	Court Testimony (including prep time and time in transit to and from court)	225.00	hr	n/a
Career/Vocational Assessment	850.00	unit	n/a	
(or payable at rate of \$82.75/hr for hours not approved by MCO)	82.75	hr	n/a	
<b>STEPHENS, Nancy MSW</b>	Independent Living Group	5,000.00	Per Group	n/a
<b>T. W. Ponessa &amp; Assoc.</b>	Intake Session	175.00	per intake	n/a
	Individual Session (full)	150.00	per session	n/a
	Individual Session (Intermediate)	115.00	per session	n/a
	Individual Session (brief)	75.00	per session	n/a
	Extended Session	200.00	per session	n/a
	Crisis Session	175.00	per session	n/a

	Play Therapy / PCIT Session (Full)	165.00	per session	n/a
	Play Therapy / PCIT Session (Intermediate)	130.00	per session	n/a
	Play Therapy / PCIT Session (Brief)	90.00	per session	n/a
	Group Session	25.00	per 1/2 hr	n/a
	Psychiatric Evaluation	350.00	Eval	n/a
	Medication Management	80.00		n/a
	Injection	45.00		n/a
	Brief Emotional Assessment Screening	10.00	per screen	n/a
	Psychological Evaluation	250.00		n/a
	Drug & Alcohol Evaluation	225.00		n/a
	DUI Evaluation / LOC Assessment	225.00		n/a
	Behavior Specialist Consultant	160.00	per hour	n/a
	Mobile Therapy	140.00	per hour	n/a
	Therapeutic Staff Support	85.00	per hour	n/a
	Interpreter Service	60.00	per hour	n/a
	Court Testimony:			n/a
	Bachelor Level Staff	65.00	per hour	n/a
	Master Level Staff	85.00	per hour	n/a
	Psychiatrist	200.00	per hour	n/a
<b>Triad Treatment Specialists Inc</b>	Sexual Deviance/Risk Assessment Evaluations	325.00		n/a
	Psychosexual or Sexual Victimization Evaluation	325.00		n/a
	Abel Assessment of Sexual Interest	350.00		n/a
	Sexual Offender Therapeutic Polygraph	350.00		n/a
	Family & Intimate Partner Violence Program for Victims (Individual)	60.00		n/a
	All other services -see rates outlined in contract			n/a
<b>TrueNorth Wellness Services</b>	Functional Family Therapy	154.00	hr	0.0%
	Team meeting attendance or case coordination	154.00	hr	0.0%
	Court attendance	154.00	hr	0.0%
	Psychological Evaluations	250.00	per event	0.0%
<b>Vigilnet Community Monitoring</b>	Lease /monitoring /services of GPS units	5.25	day	n/a
	Lease /monitoring /services of Mobile Breath Alcohol Monitoring Units	5.50	day	n/a
	Lease/monitoring/services RF units	3.25	day	n/a
	Lease/monitoring/services of Purchased SCRAMx units	7.50	day	n/a
	Lease/monitoring /services of rented units	9.85	day	n/a
	<b>County may purchase equipment for \$1400.00 per unit. This Price includes only SCRAMx bracelet, modem, and all necessary components. County will not be charged a fee for idle units.</b>			

<b>WEAVER, Jessica Mooney &amp; Associates</b>	In Court	115.00	Hr	n/a
	Out of Court	135.00	Hr	n/a
	Retainer \$2300/mo to be applied to fees accrued as listed above.			
<b>WHITMOYER, John</b>	Legal Counsel Out of court	115.00	Hr	n/a
	In Court	135.00	Hr	n/a
<b>Youth Advocate Programs Inc.</b>	Community Treatment Center ( <i>formerly Day Treatment Program</i> )	84.00	day	n/a
	Day Treatment Program with D & A (14 slots continuously)	89.10	day	n/a
	Diagnostic Assessment	123.14		n/a
	Educational Group (Flat rate group /hr)	100.00	Hr	n/a
	Community Based Detention	34.00	90 min	n/a
	Community Re-integration Program (7) slots	51.38	Day	n/a
	Advocacy Not to exceed (40) JPO & (20) C&Y per month/7.5 hrs per week per child)	34.00	Hr	n/a
	Truancy	34.00	Hr	n/a
<b>ZINSKY, Lentha</b>	Interpreting (2 hour minimum)	50.00	Hr	n/a
	Interpreting (Less than 48 hr notice)	60.00	Hr	n/a
	(Please see contract for additional charges: After hours, weekends etc.)			
<b>JPO</b>	<b>WEEKEND MOTIVATIONAL PROGRAM</b>			
<b>Boyer, Amanda</b>	OFFICER IN CHARGE	15.00	Hr	n/a
<b>Hooton, Dawn</b>	LINE OFFICER	13.00	Hr	n/a
<b>Kline, Matt</b>				
<b>Penberth, Dwight</b>				
<b>Reese, Cody</b>				

The Commissioners approved and signed a FY 2018-2019 Services **Contract between the Centre County Detention and Children and Youth for the amount of \$260.00 per day.**

Carol Davies, Administrator of Lebanon County Area Agency on Aging, met with the Commissioners to present various items pertaining to her department. Melissa Martinez, Deputy Administrator of AAA attended this meeting.

The Commissioners approved the **FY2018-2019 Provider Contracts for Area Agency on Aging in the total expenses amount of \$1,108,995.00.**

The Commissioners approved the **FY 2018-2019 Area Agency on Aging Budget Summary Report. The total expenses equal \$3,679,206.**

*Carol Levensgood* and *Timothy George* were appointed members of the Area Agency on Aging Advisory Council with terms to end June 30, 2021.

*Vicki O'Neill* and *Phyllis Wolfe* were reappointed members of the Area Agency on Aging Advisory Council with terms to end June 30, 2021.

Troy Williams, Executive Director of Lebanon County Christian Ministries, met with the Commissioners to present the FY 2018-2019 Distribution Plan. This is an annual update on the State Food Purchase Program.

The Commissioners approved and signed the **State Food Purchase Program State Purchase Contract Option Participation Statement for the Lebanon County Christian Ministries. Whereas, Lebanon County agrees to participate in the Department of Agriculture's (PDAs) State Purchase Contract Option (SPCO) for Fiscal Year July 1, 2018 to June 30, 2019. The County Commissioners designate the Lebanon County Christian Ministries (LCCM) as the lead agency for the administration of the TEFAP program.**

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

The Commissioners approved and signed a **renewal of a FY 2018-2019 Service Agreement between First Aid and Safety Patrol (FASP) of Lebanon and Renova Center for provision of emergency and non-emergency ambulance transport services at a cost of forty dollars (\$40.00) per patient bed, per annum.**

The Commissioners approved the **renewal of an agreement between Renova Center and Select Rehabilitation, Inc. for physical therapy, occupational therapy and speech therapy for Renova Center residents at the following rates: The contract period is from July 1, 2018 until June 30, 2019.**

Physical Therapy	\$60.00/hour
Occupational Therapy	\$55.00/hour
Speech Therapy	\$55.00/hr

The Commissioners approved the renewal of an agreement between Renova Center and Developmental Disabilities Resources (DDR) for **psychological evaluations for each resident of Renova Center. In addition, for the development of Behavioral Plans of Support to increase the resident's adaptive skill levels and reduce frequency/intensity of challenging behaviors. The contract period is from July 1, 2018 until June 30, 2019 at the rate of \$94.00 per hour.**

The Commissioners approved and signed a **renewal to a Purchase of Service Agreement between Lebanon County Commissioners on behalf of Renova Center and Fredericksburg Community Health Center. The Fredericksburg Community Health Center provides 24/7 Administrative services in addition to Direct Care services which include examine, treat and/or refer for treatment all residents of Renova rate of \$1,030.00 per month.**

The Commissioners entered into an **agreement between Renova Center and Ephrata Area Rehab. Services (EARS) for adult training services and /or work activities services for 11 individuals. The FY 2018-2019 rate is \$4.68 per 15 minutes for adult training services and \$2.58 per 15 minutes for work activities services.**

The Commissioners approved and signed a **contract between D.B. Fisher School Transportation Services, 1715 Grace Avenue, Lebanon, PA and Renova Center for services to transport 11 individuals to day programming at the EARS Center. The FY 2018-2019 rate will be \$28.60/hour.**

The Commissioners approved the **renewal of an agreement between Renova Center and Arthur & Zeisloft Training and Consulting, Inc. (AZTAC). AZTAC will provide consultation services, in addition to preparing and submitting facility program Cost Reports, Budget and Waiver Requests to appropriate state departments. They will also prepare and submit facility budget and agreed-upon procedures to the County at the following rates for FY 2018-2019:**

Executive Rate - \$165.00/hr  
Associate Rate - \$110.00/hr  
Administrative Rate - \$45.00/hr

The Commissioners approved **an allocation in the amount of \$10,000.00 from proceeds of the Hotel Tax/Tourism Fund to Lebanon Area Fair. These funds shall be used toward the Advertising the 1028 Lebanon Area Fair project at the Lebanon Valley Expo Center, Lebanon, PA.**

The Commissioners approved the following **municipal liquid fuels application for County Aid for the year 2018 and to submit the application to the Pennsylvania Department of Transportation (PennDOT) for their approval:**

<u>Municipality</u>	<u>Amount</u>
Cornwall Borough	\$4,112.00

The Commissioners **approved real estate property tax exemption to the following individual: The property will be placed on the non-taxable real estate list for disabled Veterans, effective July 1, 2018. This action is based on information received and ordered by the Pennsylvania State Veterans Commissioners.**

William Roque-Diaz 809 S 1 <sup>st</sup> Avenue Lebanon, PA 17042	Gilbert J. Mason 750 Pine Street Lebanon, PA 17042
Jeffrey J. Lemons 346 Poplar Street Lebanon, PA 17042	

The Commissioners approved and signed **Amendment #1 to Cooperation Agreement between Lebanon County and Philhaven (dated May 17, 2018). As of May 23, 2018, the contract entitled Cooperation Agreement between Lebanon County (Grantee) and Philhaven (Administrator) will be changed as follows: Section 5 (f) amended as follows: Grantee shall be responsible for providing any funds necessary to reimburse OB for any expenditure made by Administrator pursuant to the Grant Agreement that are finally determined to be ineligible for funding by OB under the Grant. Administrator is responsible to provide funds to Grantee for ineligible expenditures that Grantee**

