

MONDAY, OCTOBER 23, 2023

The regular monthly meeting of the Council of the City of Lebanon, Pa., was held in Dixon Council Chamber of City Hall, Lebanon, Pa., this evening, Chairperson Morales presiding.

The meeting was called to order at 6:30 p.m.

Present--Mrs. Haitos, Mr. Martin, Mr. Miller, Mr. Wertz, and Mr. Morales, Chairperson.
Absent—none.

Also present were Mayor Sherry L. Capello; Donna Long Brightbill, City Solicitor; Deputy Fire Chief Jeff Campbell; Chief of Police Bret Fisher; Robin L. Getz, Director of Public Works; Melissa Quinones, Director of Administration-Assistant to the Mayor; Fire Chief A.J. Sweitzer; Incoming Director of Public Works Chad Yeagley; seven persons in the audience; and two members of the news media.

The minutes of the September 25, 2023, City Council meeting were presented by the City Clerk. There being no corrections, deletions or additions, the minutes were approved as presented.

Chairperson Morales announced that Council received a budget report for the period January 1 through September 30, 2023. Mayor Capello reported that 75 percent of the fiscal year is completed; revenues are at 97 percent; and expenditures are at 64 percent. Overall, performance is better than budgeted in both categories.

Michelle Hawk, Executive Director, Lebanon Community Library, gave an update on the Lebanon Community Library. She reported that things are looking up since the Covid-19 pandemic. She reported on the following activities offered by the library:

- a. Storytime for pre-school age children is doing well.
- b. The Summer Reading Program keeps kids reading and learning throughout the summer and participation is good.
- c. The library launched the 1,000 Books Before Kindergarten Initiative. She explained that this is a nationwide program. Kids participating in the program receive a tote bag upon signing up. They keep track of the books that have been read and receive a free book upon reaching different milestones.
- d. The library offers delivery of books to the elderly.
- e. FIT classes have resumed. These are technology classes for adults.
- f. Tech Help is held every Monday. There is no fee.
- g. A Windows 11 class will begin on November 11.

Ms. Hawk reported that the library is hoping to remodel the public restrooms. The library was constructed in 1985 and this would be the first time the restrooms are being remodeled. The library is applying for a Keystone Grant from the Pa. Department of Education

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for funding for the restroom renovations. She anticipates that the grant awards will be announced in February 2024.

Ms. Hawk reported that the value of the materials borrowed by city residents in the past year is \$1.1 million. She added that this number does not include the value of the programs that city residents participate.

Ms. Hawk further reported that the City of Lebanon provides an annual contribution of \$33,000 to the Lebanon Community Library. She asked Council to consider increasing the annual contribution to \$37,000. She explained that it has been very challenging to attract and retain good staff and she is hoping to increase the starting rate for library employees.

Councilmember Miller asked what percent of the patrons are city residents to which she replied that the library serves the entire county, but she would estimate that 60-70 percent of the patrons reside in Lebanon City.

Chairperson Morales announced that Council received the following communications:

- a. Pennsylvania Auditor General Timothy DeFoor Sherry L. Capello, transmitting the audit of the Liquid Fuels Tax Fund for the period January 1, 2021, through December 31, 2022. Mayor Capello reported that during the engagement, the auditor did not identify any material weaknesses or significant deficiencies. However, it was noted that liquid fuels money was over expended on a project. The amount to be expended from the liquid fuels tax fund was \$156,330.20 and the County's allocation in the \$25,477 was to be expended from the general fund. Instead, 100 percent of the costs for the project were expended from the liquid fuels tax fund. She noted that the error was corrected and will be noted in the next audit.
- b. Mayor Sherry Capello, informing Council of the reappointment of William Bishop to the Fire and Police Civil Service Commission for a four-year term, effective October 1, 2023. Mayor Capello reported that Mr. Bishop has served on the Commission for seven years. She added that he is very community-minded and she appreciates his willingness to serve.
- c. Mayor Sherry L. Capello, informing Council of the appointment of Brad Longenecker to the City of Lebanon Authority to fill the unexpired term of Gary Matthew, effective October 6, 2023, and expiring January 1, 2027. Mayor Capello reported that sadly Mr. Matthew passed earlier this year and Mr. Longenecker will be serving for the remainder of the term. She added that Mr. Longenecker is a realtor and has experience in accounting and human resources.
- d. Mayor Sherry L. Capello, informing Council of the appointment of Chad M. Yeagley as Director of Public Works, effective October 16, 2023. Mayor Capello reported that Mr. Yeagley was hired in Spring 2023 to allow appropriate time for training in all aspects of the role of Public Works Director. She added that Mr. Yeagley did not have direct experience as Public Works Director for a city, but he does come from a solid background in insuring the proper use of government funds and oversight of construction activities, field reviews and inspections, as well as, training.

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Mayor Capello presented a Certificate of Recognition to Director of Robin Getz who is retiring after 9 years with the City of Lebanon and a total of 36 years in local government. Mayor Capello commended Robin for her work ethic and extended her best wishes upon her retirement and for continued success in life's pursuits.

Mr. Martin introduced Resolution No. 40, as follows:

A RESOLUTION AUTHORIZING THE PROPER OFFICIALS OF THE CITY OF LEBANON TO FILE A GRANT APPLICATION WITH THE COMMONWEALTH OF PENNSYLVANIA DEPARTMENT OF EDUCATION FOR RENOVATIONS TO THE PUBLIC RESTROOMS AT THE LEBANON COMMUNITY LIBRARY.

WHEREAS, the Lebanon Community Library provides library services to the residents of the City of Lebanon; and

WHEREAS, the Lebanon Community Library operates at 125 North Seventh Street in Lebanon; and

WHEREAS, the Lebanon Community Library desires to undertake the remodeling of the public restrooms at the library; and

WHEREAS, the cost for the remodeling of the public restrooms is estimated at \$137,000; and

WHEREAS, the City of Lebanon and Lebanon Community Library desire to receive a Keystone Grant from the Commonwealth of Pennsylvania Department of Education for the purpose of carrying out this project.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Lebanon, and it is hereby resolved by the authority of the same, That:

1. The Mayor and City Clerk are authorized and directed to execute all application forms necessary to apply for the Keystone Grant that will be passed through the City of Lebanon to the Lebanon Community Library.
2. The Mayor and City Clerk are authorized to execute such other agreements and documents as are deemed to be necessary and/or related thereto.

Mayor Capello explained that renovations to the restrooms will include ADA compliance and the addition of a family restroom. Although the grant must be submitted by the municipality, the 50 percent matching funds will be paid by the Lebanon Community Library.

Resolution No. 40 was passed finally on motion of Mr. Martin, seconded by Mr. Morales. Yeas--Mrs. Haitos, Mr. Martin, Mr. Miller, Mr. Wertz, and Mr. Morales, Chairperson. Absent--none.

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Mr. Miller called up Bill No. 12 on final reading, the title of which is as follows: “APPROVING THE EDITING AND INCLUSION OF CERTAIN ORDINANCES AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCES OF THE CITY OF LEBANON, PENNSYLVANIA”.

Mayor Capello reported that previously, the supplement was completed bi-annually. Since the Codified Ordinances are posted online, the supplement is completed annually. Mayor Capello reviewed the ordinances that are included in the Supplement.

Bill No. 12 was passed finally on motion of Mr. Miller, seconded by Mr. Wertz. Yeas-- Mrs. Haitos, Mr. Martin, Mr. Miller, Mr. Wertz, and Mr. Morales, Chairperson. Absent--none.

Mr. Morales introduced Bill No. 13, as follows:

AN ORDINANCE AMENDING SUBSECTION 513.03, “HOURS OF OPERATION”, OF ARTICLE 513, “PARKING METERS”, FOR THE PURPOSE OF DESIGNATING JUNETEENTH AS A PARKING METER HOLIDAY.

SECTION 1. Subsection 513.03, “Hours of Operation”, of Article 513, “Parking Meters”, is hereby repealed, rescinded and deleted in its entirety and shall be replaced by the following subparagraph:

§513.03 HOURS OF OPERATION.

- (a) Parking in any parking meter zone on Sundays and the following enumerated federal holidays is hereby specifically excluded from the provisions of this article. Such holidays are:
- (1) New Year’s Day – January 1
 - (2) Martin Luther King Jr.’s Birthday (third Monday in January)
 - (3) President’s Day (third Monday in February)
 - (4) Memorial Day (fourth Monday in May)
 - (5) Juneteenth – June 19
 - (6) Independence Day – July 4
 - (7) Labor Day (first Monday in September)
 - (8) Columbus Day (second Monday in October)
 - (9) Veterans Day – November 11
 - (10) Thanksgiving Day (fourth Thursday in November)
 - (11) Christmas Day – December 25
- (b) Such enumerated holidays shall be posted on the bulletin board of the Police Department by December 15 by the City Clerk and the dates indicated thereon shall be the official meter holidays for the following year.
- (c) On all days, other than Sundays and holidays hereinbefore enumerated, the parking meters shall be operated in such parking meter zones every day between the hours of 9:00 a.m. and 5:00 p.m., all times scheduled herein being official City time.

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SECTION 2. Any ordinance or part of ordinance conflicting with the provisions of this ordinance be and the same is hereby repealed so far as the same affects this ordinance.

Mayor Capello reported that President Biden declared Juneteenth as a federal holiday. Since the City of Lebanon follows the federal holiday schedule for parking meter holidays, the ordinance is being amended to add Juneteenth.

Bill No. 13 was introduced and will be considered on final reading at the monthly meeting of November 27, 2023, on motion of Mr. Morales, seconded by Mr. Martin. Yeas--Mrs. Haitos, Mr. Martin, Mr. Miller, Mr. Wertz, and Mr. Morales, Chairperson--5; nays--none.

Councilmember Wertz asked if the parking meters removed during the Streetscape construction will be replaced. Mayor Capello responded that the same meters will be installed; however, new sleeves will be purchased. She added that work on the Streetscape will continue as long as weather permits.

Chairperson Morales announced that the auction for the Police Canine Fund will be held on November 5, 2023.

Craig Gates, Community of Lebanon Association, reminded folks of the following upcoming events in Downtown Lebanon:

- Ghost Tours – October 27 and 28
- Tree Lighting – November 17 – 6:00 p.m.
- Annual Holiday Parade – November 18 – 10:00 a.m.
- Carriage Rides – December 1 and 8 – 5:00 p.m.-7:30 p.m.

Richard Evans, 330 East Beech Street, Lebanon, asked if the trenches on Lincoln Avenue between Schneider Drive and Lehman Street will be repaired before the onset of winter. Director of Public Works Chad Yeagley replied that he is not positive the repairs will be completed prior to the onset of winter.

Mr. Evans also asked if the decals with directional arrows could be replaced on Fifth Street at Cumberland Street. He stated that motorists are confused about the turning lane and he is concerned there will be an accident. Mayor Capello replied that after the work is completed on the Streetscape, the line and bars will be placed back on the road.

The meeting was adjourned at 7:04 p.m.

CHERYL J. GIBSON, Clerk