

MONDAY, SEPTEMBER 28, 2020

The monthly meeting of the Council of the City of Lebanon, Pa., was held in Council Chamber of the Municipal Building, Lebanon, Pa., this evening, Chairperson Carey presiding. Due to the Corona Virus Pandemic the meeting was held virtually via Zoom.

The meeting was called to order at 6:35 p.m.

Present—Mr. Miller, Mr. Morales, Mr. Wertz, and Mr. Carey, Chairperson. Absent--none.

Also present were Mayor Sherry L. Capello; Chief of Police Todd Breiner; Donna Long Brightbill; City Solicitor; Robin L. Getz, Director of Public Works; Janelle Mendoff, Community and Economic Development Administrator; Melissa E. Quinones, Director of Administration-Assistant to the Mayor; two persons in the audience; and one member of the news media.

The minutes of the August 24, 2020, City Council meeting were presented by the City Clerk. There being no corrections, deletions or additions, the minutes were approved as presented.

Chairperson Carey announced that Council received a budget report for the period January 1 through August 31, 2020. Mayor Capello reported that 67 percent of the fiscal year is completed; revenue is at 74 percent and expenditures are at 49 percent. Both revenue and expenditures are performing better than budget. Mayor Capello reviewed the line items that are performing under budget as a result of the COVID-19 pandemic. Mayor Capello reported that the revenue for the earned income tax is unknown until the payments for the fourth quarter of 2020 and the first quarter of 2021 are received. Mayor Capello further reported that she will prepare an analysis after the payment for the third quarter EIT is received. She reported that all capital projects and larger maintenance projects were put on hold in the 2020 budget and she will continue to monitor the situation in the upcoming months.

Fire Commissioner reported that new air packs with blue tooth capability were purchased through a grant obtained by the City of Lebanon two years ago. Last year, another grant enabled new radios to be purchased. The total of the purchases was \$184,500.00 and the City's obligation was \$16,400. He reported that at this time, the equipment is more modern than the Lebanon County Department of Emergency Services (DES) can allow; however, DES will be installing new equipment in the near future that will support the technology. He reported that the new technology will be field tested later this week and he anticipates the equipment will be in full use in 2021. Fire Commissioner Trautman and the Career Firefighters demonstrated the use of the new air packs and radios, noting the improved quality of the blue tooth capability. Chairperson Carey thanked Commissioner Trautman and the firefighters for their service. He also extended his thanks to Commissioner Trautman for his hard work in obtaining grants for the City of Lebanon.

Mr. Carey announced that Council received the following communications:

- a. Amy S. Keller, advising that she has moved out of the City of Lebanon and is submitting her resignation from Lebanon City Council, effective September 22, 2020. Mayor Capello reported that Council has 30 days to appoint someone to fill the vacancy. Council is accepting resumes from persons interested in filling the vacancy; interviews are scheduled for October 13, 2020, at 4:00 p.m.; and Council will take action to fill the vacancy at a special meeting scheduled for October 22. Mayor Capello reported that the successful candidate will be appointed to fill the vacancy until a special election can be held. The election will be held in 2021 and the successful candidate will fill out the remainder of Mrs. Keller's term. On behalf of Council, Chairperson Carey thanked Mrs. Keller for her service and wished her well in future endeavors.
- b. Mayor Sherry L. Capello, informing Council of the reappointment of James Fick to the City of Lebanon Planning Commission for a four-year term, effective September 14, 2020. Mayor Capello reported that Mr. Fick has served on the Planning Commission since 2016. The city is divided into five segments for land planning purposes and Mr. Fick represents the northwest section of the city.
- c. Director of Administration-Assistant to the Mayor Melissa Quinones, transmitting notice of the 2021 minimum municipal pension plan contributions (Police-\$1,188,422; Fire-\$292,072; Non-Uniformed-\$0). Mayor Capello reported that the minimum municipal obligation is calculated annually to make sure the pension plans are actuarially sound. Compared to the 2020 MMO, the contribution to the police pension fund increased approximately \$312,000 and the contribution to the fire pension fund increased approximately \$12,000.

Mr. Morales introduced Resolution No. 16 as follows:

A RESOLUTION AMENDING THE ANNUAL PLAN FOR THE COMMUNITY PLANNING AND DEVELOPMENT PROGRAMS WITH THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR FISCAL YEAR 2020 TO REFLECT THE ALLOCATION OF UNUSED FUNDS FROM FY 2014 AND PRIOR AND FY 2016 FOR STREET IMPROVEMENTS.

WHEREAS, beginning in FY 1995, the U.S. Department of Housing and Urban Development (HUD) replaced the regulations for submission of applications for funding for various entitlement programs and the City prepared a consolidated submission for community planning and development programs in order to receive funding for these programs; and,

WHEREAS, the City prepared a Five Year Consolidated Plan for the period 2020 to 2024 which includes the Community Development Block Grant Program; and

WHEREAS, the City has developed an Annual Plan for each program year for the use of federal funds; and

JOURNAL OF COUNCIL – SEPTEMBER 28, 2020

WHEREAS, unused funds from FY 2014 and prior and FY 2016 in the amount of \$180,774.10 will be allocated for street improvements in the Annual Plan for FY 2020; and

WHEREAS, the City has made the amendment to the Annual Plan available for citizen review and comment for a period of thirty (30) days consistent with its Citizen Participation Plan and considered comments received.

NOW, THEREFORE, Be It Resolved by the Council of the City of Lebanon, PA, and it is hereby resolved by the authority of same, that:

SECTION 1. The amendment to the Housing and Community Development Annual Plan advertised on August 22, 2020, is hereby in all respects approved. The City Clerk is hereby directed to file a copy of said amendment with the minutes of this meeting.

SECTION 2. The Mayor of the City of Lebanon, on behalf of the City Council, is hereby authorized to provide such assurances and/or certifications as required by the regulations for the Consolidated Submissions for Community Planning and Development Programs.

Mayor Capello reported that this amendment is not something out of the ordinary as sometimes projects come in less than anticipated. The extra funds are re-budgeted for another project. In this case, the funds are being re-budgeted for additional street paving in the 2020 CDBG budget. She anticipates that the funds will be used for resurfacing of some minor sections of streets on the northside and to start the resurfacing of Lehman Street, most likely starting at the west end.

Resolution No. 16 was passed finally on motion of Mr. Morales, seconded by Mr. Miller. Yeas--Mr. Miller, Mr. Morales, Mr. Wertz, and Mr. Carey, Chairperson--4; nays--none.

Mr. Miller introduced Resolution No. 17, as follows:

A RESOLUTION AUTHORIZING THE PROPER OFFICIALS OF THE CITY OF LEBANON TO FILE A GRANT APPLICATION WITH THE COMMONWEALTH FINANCING AUTHORITY FOR A MULTIMODAL TRANSPORTATION FUND GRANT FOR A STREETScape PROJECT ALONG CUMBERLAND STREET, FROM FOURTH STREET TO TWELFTH STREET, LEBANON.

Be It Resolved by the Council of the City of Lebanon, Pa., and it is hereby resolved by the authority of the same, That:

SECTION 1. The City of Lebanon, Lebanon County, hereby requests a Multimodal Transportation Fund grant in the amount of Two Million Four Hundred Twenty-Six Thousand Five Hundred Dollars (\$2,426,500) from the Commonwealth Financing Authority to be used for a Streetscape Project along Cumberland Street, from Fourth Street to Twelfth Street, Lebanon.

SECTION 2. The Applicant does hereby designate Sherry L. Capello, Mayor, and Cheryl J. Gibson, City Clerk as the official(s) to execute all documents and agreements between

the City of Lebanon and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

Mayor Capello reported that the total project cost is \$2,746,250 and the local match is \$320,000. The Lebanon County Stormwater Consortium is contributing \$15,300 towards the project for the construction of four rain gardens. Mayor Capello reported that the City of Lebanon previously applied for this grant. The project proposes new curbing and beauty strips, stamped concrete, new tree grates, etc. for the Downtown Lebanon area. The project would be completed prior to the resurfacing of the Cumberland Street.

Resolution No. 17 was passed finally on motion of Mr. Miller, seconded by Mr. Wertz. Yeas--Mr. Miller, Mr. Morales, Mr. Wertz, and Mr. Carey, Chairperson--4; nays--none.

Mr. Carey introduced Resolution No. 18, as follows:

A RESOLUTION ESTABLISHING A POLICY OF THE CITY OF LEBANON TO ENSURE EQUAL OPPORTUNITY IN HOUSING FOR ALL PERSONS REGARDLESS OF RACE, COLOR, SEX, NATIONAL ORIGIN, RELIGION, FAMILIAL STATUS, HANDICAP (DISABILITY), AGE AND ANCESTRY.

Be It Resolved by the Council of the City of Lebanon, Pa., and it is hereby resolved by the authority of the same, That:

SECTION 1. Discrimination in the sale, rental, leasing, financing of housing or land to be used for construction of housing, or in the provision of brokerage services because of race, color, sex, national origin, religion, familial status (families with children), or handicap (disability) is prohibited by Title VIII of the Civil Rights Act of 1968 (Federal Fair Housing Act) and the Pennsylvania Human Relations Act adds the additional protected classes of age and ancestry. It is the policy of the City of Lebanon to implement programs to ensure equal opportunity in housing for all persons regardless of race, color, sex, national origin, religion, familial status, handicap (disability), age and ancestry.

SECTION 2. Within available resources the City of Lebanon will assist all persons who feel they have been discriminated against because of race, color, sex, national origin, religion, familial status, handicap (disability), age and ancestry to seek equity under federal and state laws by filing a complaint with the local Fair Housing Officer, Pennsylvania Human Relations Commission and the U.S. Department of Housing and Urban Development, whichever is chosen by the person filing the complaint.

SECTION 3. The City of Lebanon shall make publically known this resolution and through this publicity shall cause owners of real estate, developers, and builders to become aware of their respective responsibilities and rights under the Federal Fair Housing Act, the Pennsylvania Human Relations Act, and any local laws or ordinances. Further action will at a minimum include, but not to be limited to:

- (a) Publicizing the name and contact information of the local Fair Housing Officer, which will include the process to file a complaint if a person feels they have been

- discriminated against in housing in any manner and other applicable fair housing information through local media and community contacts; and
- (b) Conduct at least one fair housing activity annually to better inform the public of their rights under the Fair Housing Law and Pennsylvania Human Relations Act; and
  - (c) Use the fair housing logo on all materials dealing with housing programs such as but not limited to:
    - (1) Public advertisements for vacancy or discussing the program
    - (2) Applications for assistance
    - (3) Contracts
    - (4) Municipal letters dealing with the federal programs. If you are a person with a disability and require a reasonable accommodation to be able to access any notification, please contact the business offices of the City of Lebanon as follows:

City of Lebanon  
Office of Community and Economic Development  
400 South Eighth Street, Rm. 218  
Lebanon, PA 17042  
Phone: 717-228-4487  
Email: [cityadmin@lebanonpa.org](mailto:cityadmin@lebanonpa.org)  
Website: [www.lebanonpa.org](http://www.lebanonpa.org)

SECTION 4. If you are Limited English Proficient and require a document translation of any notification, please contact the business offices of the City of Lebanon, as follows:

City of Lebanon  
Office of Community and Economic Development  
400 South Eighth Street, Rm. 218  
Lebanon, PA 17042  
Phone: 717-228-4487  
Email: [cityadmin@lebanonpa.org](mailto:cityadmin@lebanonpa.org)  
Website: [www.lebanonpa.org](http://www.lebanonpa.org)

Mayor Capello reported that the Pa. Department of Community and Economic Development requires that this resolution be adopted annually.

Resolution No. 18 was passed finally on motion of Mr. Carey, seconded by Mr. Morales. Yeas--Mr. Miller, Mr. Morales, Mr. Wertz, and Mr. Carey, Chairperson--4; nays--none.

Council Chairperson Carey announced the following upcoming events:

- September 30 – 4:30 p.m. – the Hispanic Heritage Celebration will be held in front of the Municipal Building. Mayor Capello reported that due to the COVID-19 pandemic, the event has been downsized for 2020.
- October 3 – 12:00 noon - the grand opening of the Bicycle Playground at Coleman Memorial Park will be held. Masks are required and attendees are

requested to practice social distancing. The Bicycle Playground is sponsored by SAMBA and the Community Health Council

- October 12-16 – Fall Yard Waste Collection – the crews will begin collecting the yard waste placed at the curb beginning at 7:15 a.m. on Monday, October 12.

Mayor Capello reported that during the first round of applications, the City of Lebanon's Small Business Recovery Assistance Program, a total of \$140,000 was disbursed to 37 businesses through forgivable loans. The deadline for the second round of applications was extended to October 9. To date, 22 businesses have applied for a total of \$85,000. She added that the City is trying to help as many businesses as possible and the program is designed to assist small mom and pop businesses.

Laura LeBeau, WiLBuR Radio, reported that she was recently involved in a motor vehicle accident at Eighth and Lehman Streets, Lebanon. She commended Officer Groy for his kindness to all parties involved in the accident and for the response by the Lebanon Fire Department. Mrs. LeBeau commended the administration at the Lebanon Middle School, the neighbor, and the citizens of Lebanon for the kindness extended to those involved in the accident.

The meeting was adjourned at 7:20 p.m.

CHERYL J. GIBSON, Clerk