

MONDAY, MARCH 24, 2025

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 Martin presiding.

The meeting was called to order at 6:34 p.m.

Present--Mrs. Haitos, Mr. Maguire, Mr. Morales, Mr. Potash, and Mr. Martin, Chairperson. Absent--none.

Also present were Mayor Sherry L. Capello; Deputy Fire Chief Jeff Campbell; Chief of Police Bret Fisher; Community and Economic Development Coordinator Janelle Groh; Director of Administration-Assistant to the Mayor Melissa Quinones; City Solicitor G. Edward Schweikert; Fire Chief A.J. Sweitzer; 10 persons in the audience; and 2 members of the news media.

A moment of silence was held in remembrance of Lt. William Lebo who was fatally wounded in the line of duty on March 31, 2022.

The minutes of the February 24, 2025, City Council meeting were presented by the City Clerk. There being no corrections, deletions or additions, the minutes were approved as presented.

Chairperson Martin announced that Council received budget reports for the period January 1 through December 31, 2024, subject to audit; and for the period January 1 through February 28, 2025. Mayor Capello reported that fiscal year 2024 ended with a \$891,498 surplus; revenues were at 117 percent; and expenditures were at 91 percent. Regarding the report for the period January 1 through February 28, 2025, 16.7 percent of the fiscal year is completed; revenues are at 16 percent; and expenditures are at 15 percent. Mayor Capello reported that revenues for March will reflect payments received for real estate taxes.

Chairperson Martin announced that Council received a communication for Mayor Sherry L. Capello, informing Council of the reappointment of Dr. Marianne Turnbaugh to the City of Lebanon Land Bank for a five-year term, effective February 9, 2025. Mayor Capello reported that Dr. Turnbaugh represents the Land Bank as a city resident serving on a civic organization. She currently serves on Making a Difference. Mayor Capello reported that this will be her second term. In response to a question regarding the composition of the Land Bank, Mayor Capello reported that the Land Bank is comprised of three members from the Redevelopment Authority; a city resident who serves with a civic organization; the Lebanon County Treasurer; a representative from appraisal/real estate industry; and a representative from the City of Lebanon Planning Commission.

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Mr. Potash introduced Resolution No. 23, as follows:

A RESOLUTION AUTHORIZING THE DISPOSITION OF VARIOUS RECORDS IN THE DEPARTMENT OF ADMINISTRATION.

WHEREAS, by virtue of Resolution No. 36, Sessions 2008-2009, passed finally by City Council on April 27, 2009, the City of Lebanon declared its intent to follow the procedures for the disposition of records as set forth in the Retention and Disposition Schedule for Records of Pennsylvania Municipalities issued on December 16, 2008; and

WHEREAS, in accordance with Act 428 of 1968, each individual act of disposition shall be approved by resolution of the governing body of the municipality.

NOW, THEREFORE, 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 disposition of the following records in the Department of Administration is hereby approved:

- Building Rentals (Southwest Park and Stoevers Dam) – 2020 and prior
- Camping Permits – 2020 and prior
- Certificates of Insurance, 2021 and prior
- City Permits (Special Events) – 2021 and prior
- Daily Balancing Reports, 2019 and 2020
- Ethics Forms, 2017 and prior
- Insurance Claims – 2018 and prior
- Insurance Policies – 2017 and prior
- Insurance Renewal Packets – 2017 and prior
- Open Records – 2021 and prior
- Pavilion Rentals (Coleman Memorial Park and Stoevers Dam) – 2020 and prior
- Safety Committee - 2019 and prior

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

Mayor Capello reported that the City of Lebanon follows the Record Retention and Disposition Schedule published by the Pa. Historical and Museum Commission. She added that the records on the list will be disposed of in accordance with the schedule.

Resolution No. 23 was passed finally on motion of Mr. Potash, seconded by Mrs. Haitos. Yeas--Mrs. Haitos, Mr. Maguire, Mr. Morales, Mr. Potash, and Mr. Martin, Chairperson--5; nays--none.

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Mayor Capello announced that Chief Fisher is retiring after many years of faithful and dedicated service. Mayor Capello extended her congratulations to Chief Fisher on his retirement.

Mayor Capello reported that the Pennsylvania Municipal League is celebrating its 125th Anniversary. In 1899, Lebanon City was represented in a meeting of ten Mayors from cities throughout the Commonwealth held in York. The City of Lebanon was a founding member and at a recent luncheon, Mayor Capello accepted a plaque and a flag recognizing the City of Lebanon for its longstanding membership with the PML.

Mayor Capello gave updates on the following:

1. CDBG Needs Assessment – The City of Lebanon received approximately 400 responses from the community. Janelle Groh will include more information in her report at the April meeting.
2. Streetscape Ribbon Cutting – The ribbon cutting for the Streetscape Project will be held on April 1 in front of City Hall.
3. Groundbreaking for Dog Park – The groundbreaking for the Dog Park at Coleman Memorial Park will be held on April 7.
4. United Way Day of Caring – The United Way Day of Caring is scheduled for April 26 and the City of Lebanon has several projects available for volunteers.
5. National Prescription Drug Take Back Day – The Lebanon Police Department will participate in the National Prescription Drug Take Back Day on April 26, from 10:00 a.m.-2:00 p.m. in front of City Hall.

Chairperson Martin extended appreciation for Chief Fisher's work career.

Chief Fisher reported that the department is in the best shape that it's been for a long time and things in the City of Lebanon are good. He stated the only reason he is leaving is Father Time as he would like to pursue some other things. He thanked Council for their support of the police officers. He added that Mayor Capello is the hardest working person he has ever met as she is often working at night and is always available by phone. Finally, he said it has been an honor to be part of the team and extended his thanks to everyone.

Councilmember Morales thanked Mayor Capello and staff for the improvements along Veterans' Memorial Walkway. He stated that he walks the trail and the improvements look beautiful. Mayor Capello added that there is still some restoration work to be completed, trees will be planted, and wildflowers will be planted in some areas.

Chairperson Martin announced that the Umbrella Walk in memory of Lt. William Lebo will be held on March 31, 2025, at 4:30 p.m. The walk will start at Southwest Park and end at City Hall. Chief Fisher added that the walk is open to the public.

Craig Gates, 47 Berwyn Park, Lebanon, announced that the Community of Lebanon is sponsoring the annual Mayor's State of the City on March 26, 2025, at the Hebron Banquet Hall. To date, there are 130 folks registered.

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Chris Coyle, LebTown, asked Mayor Capello if there has been a year end deficit during the years she has been in office. Mayor Capello replied that she wouldn't really call it a deficit, but in 2014, expenditures were more than revenues and the prior year's carryover was used to balance the budget.

The meeting was adjourned at 6:57 p.m.

CHERYL J. GIBSON, Clerk