

TUESDAY, MAY 27, 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 6:30 p.m.

Present--Mrs. Haitos, Mr. Morales, Mr. Potash, and Mr. Martin, Chairperson. Absent—Mr. Maguire.

Also present were Mayor Sherry L. Capello; Community and Economic Development Administrator Janelle Groh; Director of Administration-Assistant to the Mayor Melissa Quinones; Captain of Police Eric Sims; City Solicitor G. Edward Schweikert; Fire Chief A.J. Sweitzer; Director of Public Works Chad Yeagley; 22 persons in the audience; and 1 member of the news media.

The minutes of the April 28, 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 April 30, 2025. Mayor Capello reported that 33.33 percent of the fiscal year is completed; revenues are at 35 percent; and expenditures are at 27 percent. She reported that overall, we are performing better than budget in both categories.

Michelle Hawk, Executive Director of the Lebanon Community Library, provided an annual update of activities at the library. In addition to the regular programs, the library offers tech help, tech classes, photography classes, and a seed library in conjunction with Penn State Health. She reported that the renovation of the restrooms has recently been completed. The Summer Learning Program will begin in the near future and helps to keep kids engaged in reading activities during the summer months. In addition, the Go Lebanon program will begin in the near future. The library staff was also engaged in fundraising activities, hosting a weekly Trivia Night, and Pocketbook Bingo.

Ms. Hawk reported that in 2024, there were 12,000 active cardholders residing in the city and 55,000 materials valued at \$1.4 million were borrowed. In addition, the City of Lebanon made a contribution of \$37,000.00, or \$1.38 per resident. Ms. Hawk respectively requested an increase in the annual contribution for 2026, from \$37,000 to \$38,000. Megan Ryland-Tanner, Board Member, expressed her appreciation to the City of Lebanon for its assistance with obtaining the grant for the restroom renovations.

Councilmember Morales also reported that the library served as a warming and cooling shelter, as needed.

Councilmember Potash asked if the library accepts books. Ms. Hawk replied that books are accepted as a donation or in memory or honor of someone.

Director of Administration-Assistant to the Mayor Melissa Quinones presented a department update, as follows:

1. Summer Day Camp

- All camps are for children ages 6-12
- Registration is free for city residents; \$5.00 for non-residents
- Nature Camp is held June 23-25 at the Stoevers Dam Nature Barn
- Detective for a Day Mini-Camp – two sessions scheduled for July 9 and July 15 at City Hall, 735 Cumberland Street, Lebanon
- Firefighter for a Day Camp – two sessions scheduled for July 23 and July 29 at Fire Station 1, 700 South Eighth Street, Lebanon
- Recycling Ranger Mini Camp will be held on August 6 at the Stoevers Dam
- Registration forms for all camps are available on the city website

2. Tyler Technology

- City has been using Freedom software program since 2015
- Freedom has been purchased by G-Works
- With the implementation, City anticipates the elimination of duplicate entry
- Tyler Software manages licensing and permits
- Processes will be streamline and citizens will be able to pay online
- The project is being rolled out in phases:
 - May – Accounts Payable
 - June – Payroll
 - July – Cashiering
 - August – Accounts Receivable
 - September – Permitting

3. Downtown Flowers

- City is financially supporting the Community of Lebanon Association with the planters and hanging baskets in Downtown Lebanon
- Thank you to Ed Copenhaver of Integrity Landscapes, Lebanon, for designing a water tank for watering the planters and hanging baskets.
- The Community of Lebanon Association planted the baskets and planters; the City hired a summer employee to take care of the daily watering and maintenance of the planters and baskets.

Mayor Capello reported that in 2014, the City could not afford the Tyler software program and purchased Freedom software. She added that the Freedom software worked; however, Tyler Technology software is more user friendly and has added benefits. Mayor Capello extended thanks to the staff as we work to transition to the new software.

Mayor Capello also reported that under a previous administration, the playground program was eliminated. Since the City was on the brink of bankruptcy when Mayor Capello took office, she was not able to bring in any new programs. As the financial situation improved, more programs were added like as reported under Mrs. Quinones' report.

Councilmember Morales asked if the summer maintenance positions have been filled to which Mrs. Quinones replied that all summer maintenance positions have been filled.

Chairperson Martin announced that Council received a communication from Mayor Sherry L. Capello, informing Council of the reappointment of Harriet Faren, Brad Longenecker, and James Snell to the Housing Board of Appeals for a five-year term, effective May 1, 2025. Additionally, Fire Chief A.J. Sweitzer was reappointed as an Ex-Officio member. Mayor Capello reported that the Housing Board of Appeals serves as an appeals mechanism for persons aggrieved by the interpretation or decision of a Code Official.

Cornell Wilson, 27 South Sixth Street, Lebanon, asked how citizens interested in serving on a Board know when there is a vacancy. Mayor Capello responded that information is posted on the city website and social media; however, all appointments are at the discretion of the Mayor.

Mr. Morales introduced Resolution No. 25, as follows:

A RESOLUTION AUTHORIZING THE MAYOR TO BE DESIGNATED AND DIRECTED TO SIGN A LETTER OF AMENDMENT WITH THE COMMONWEALTH OF PENNSYLVANIA, DEPARTMENT OF TRANSPORTATION, AS IT RELATES TO THE NORTH LINCOLN AVENUE BRIDGE OVER THE QUITTAPAHILLA CREEK PROJECT.

WHEREAS, Lebanon City Council adopted Resolution No. 25, Sessions 2020-2021, authorizing the proper officials of the City of Lebanon to enter into a Reimbursement Agreement with the Pennsylvania Department of Transportation for the North Lincoln Avenue Bridge Over the Quittapahilla Creek Project on January 25, 2021; and

WHEREAS, the project will be funded with federal funds (80 percent), state funds (15 percent) and city funds (5 percent); and

WHEREAS, the total project cost increased from Two Million Four Hundred Nineteen Thousand Five Hundred Dollars (\$2,419,500.00) to Two Million Five Hundred Ninety-Nine Thousand Five Hundred Dollars (\$2,599,500.00).

WHEREAS, the City must meet certain PennDOT requirements, which include identifying an authorized City representative to execute necessary PennDOT documents associated with the implementation of the agreement.

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 Mayor of the City of Lebanon is authorized and directed to sign on its behalf the Letter of Amendment dated May 6, 2025, for the North Lincoln Avenue Bridge Over the Quittapahilla Creek Project.

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

Mayor Capello reported that this amendment provides for additional funding for the utility and right-of-way phases. The amendment adds a total of \$9,000 to the city's share of the cost. She stated that the cost of the project is shared among federal (80 percent); state (15 percent); and city (5 percent). Director of Public Works Chad Yeagley reported that the project will be let in March 2026.

Resolution No. 25 was passed finally on motion of Mr. Morales, seconded by Mrs. Haitos. Yeas--Mrs. Haitos, Mr. Morales, Mr. Potash, and Mr. Martin, Chairperson--4; nays--none.

Craig Gates, 47 Berwyn Park, Lebanon, announced that the Community of Lebanon Association's Car and Motorcycle Show is scheduled for August 17 in Downtown Lebanon. On behalf of the CLA, Craig thanked the City of Lebanon for assuming the duties of daily watering for the planters and hanging baskets. He reported that the purchase of the flowers for the baskets and planters are a \$10,000 commitment by the CLA and the CLA is happy to partner with the City for daily maintenance.

Cornell Wilson, 27 South Sixth Street, Lebanon, reported that the Friends of Coleman Memorial Park will be sponsoring the Summer Concert Series at Coleman Memorial Park on the second Saturday of June, July, and August. The concerts begin at 6:00 p.m. and admission is free.

Additionally, the Safety Festival and Movie Night will be held on June 28 at Coleman Memorial Park. The festival will be held from 4:00 p.m.-8:00 p.m., followed by a Family Movie Night at the Amphitheater. He added that the festival will include, among other things, the Lebanon Fire Department's Educational House and a dunking booth.

Mr. Wilson reported that Making a Difference purchased a trash can to be located outside of its office at 11 North Ninth Street, Lebanon. Making a Difference will take care of maintaining the trash can. The cost of the trash can with lid was approximately \$800 and is similar to the trash cans purchased for Monument Park. Chairperson Martin thanked Mr. Wilson for taking the initiative to purchase the trash can. He said he would like to see more private/public partnerships like this one.

Mr. Wilson also reported that he conducted a survey of citizens, and the following concerns were raised:

- The disrepair of sidewalks and trash issue in the vicinity of Fifth and Guilford Streets.
- A street light is out in the vicinity of Sixth and Chestnut Streets.
- Crossing Guard issues
 - Sixth and Cumberland Streets – the Crossing Guard is sitting while on duty.

- Eighth and Chestnut Streets – the Crossing Guard is smoking while on duty and is talking to folks rather than paying attention to assisting folks with crossing the street

Mayor Capello thanked Mr. Wilson for his concerns and stated that staff will investigate the complaints. In response to a question regarding requirements for providing Crossing Guards, Mayor Capello reported that in accordance with the state statute, Crossing Guards are hired by the municipality and the cost of salary and benefits is equally shared with the school district.

Richard Evans, 330 East Beech Street, Lebanon, asked the status of replacement of playground equipment recently removed at East End Playground. He reported that the swings and backboards have been removed. Mayor Capello reported that the backboards were refurbished and will be re-installed in the near future. The replacement of the swings will be part of the next phase for the playground improvements. She added that a new play area was installed and improvements to the sidewalk will be made.

Mr. Evans reported that he works as a Crossing Guard at the Henry Houck Elementary School location and he complained of dangerous conditions. Motorists are parking 2-3 vehicles across the street and allow the kids to run across the street when exiting the vehicle. Captain Sims reported that an enforcement detail has been in the area in the past. He will provide the information to the patrol division for follow up.

The meeting was adjourned at 7:22 p.m.

CHERYL J. GIBSON, Clerk