

MONDAY, JULY 28, 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. Maguire, Mr. Morales, Mr. Potash, and Mr. Martin, Chairperson. Absent—none.

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

The minutes of the June 23, 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 June 30, 2025. Mayor Capello reported that 50 percent of the fiscal year is completed; revenues are at 64 percent; and expenditures are about 40 percent. She reported that overall, we are performing better than budget in both categories.

Chairperson Martin announced that Council received a communication from Mayor Sherry L. Capello, informing Council of the reappointment of the following persons to the Design Review Board for a five-year term in accordance with Section 1312.13 of the Zoning Code, effective July 22, 2025:

Guadalupe Barba
La Placita
922 Cumberland Street
Lebanon, PA 17042

Janelle Groh
Community and Economic Development
Administrator
735 Cumberland Street
Lebanon, PA 17042

Joseph Morales
Lebanon City Council
735 Cumberland Street
Lebanon, PA 17042

Richard A. Wertz
Lebanon County Historical Society
1543 Elm Street
Lebanon, PA 17042

Mayor Capello reported that this is a seven-member board and the terms of four current members are expiring. The members being reappointed represent a downtown business owner, a city staff member, a Lebanon City Council member, and a representative of the Lebanon County Historical Society. She added that the Design Review Board reviews requests made for murals and/or public art within public view and it also reviews historical features on buildings in the historical overlay district.

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Mr. Maguire introduced Resolution No. 26, as follows:

A RESOLUTION APPROVING THE FIVE-YEAR CONSOLIDATED PLAN FOR FISCAL YEARS 2025-2029 AND THE FISCAL YEAR 2025 ANNUAL ACTION PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

WHEREAS, under Title I of the Housing and Community Development Act of 1974, as Amended, the Secretary of the U.S. Department of Housing and Urban Development is authorized to extend financial assistance to communities in the elimination or prevention of slums or urban blight, or activities which will benefit low and moderate income persons, or other urgent community development needs; and

WHEREAS, the U.S. Department of Housing and Urban Development has estimated the FY 2025 Community Development Block Grant to be Six Hundred Ninety-Five Thousand Nine Hundred Twenty-Nine Dollars (\$695,929.00), plus program income in the amount of Twenty Thousand Dollars (\$20,000); and

WHEREAS, the City of Lebanon has prepared a Consolidated Plan for 2025-2029 and an Annual Action Plan for the FY 2025 funding year that assesses the housing needs of extremely low, low, and moderate income households, homeless families and individuals, and others with special needs; and

WHEREAS, the draft Consolidated Plan and Annual Action Plan for FY 2025 was on public display for 30 days and the City held a series of public hearings on said Consolidated Strategy and Annual Action Plan and the comments of various agencies, groups and citizens were taken into consideration in the preparation of the final document.

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:

SECTION 1. The Consolidated Plan for fiscal years 2025-2029 and Annual Action Plan for the FY 2025 CDBG Program is hereby in all respects approved and the City Clerk is hereby directed to file a copy of said Consolidated Strategy and Annual Action Plan with this resolution.

SECTION 2. The Mayor and City Council are cognizant of the conditions that are imposed in the undertaking and carrying out of community development, affordable housing and emergency homeless activities with federal financial assistance, including those relating to (a) the relocation of site occupants, (b) the prohibition of discrimination because of race, color, age, religion, sex, disability, familial status, or national origin and other assurances as set forth under the certifications.

SECTION 3. The Mayor on behalf of the City of Lebanon is authorized to file an application for financial assistance with the U.S. Department of Housing and Urban Development, which has indicated its willingness to make available a grant to carry out the CDBG Program in the amount of Six Hundred Ninety-Five Thousand Nine Hundred Twenty-Nine Dollars (\$695,929.00), plus estimated program income in the amount of Twenty Thousand

Dollars (\$20,000), and is further authorized to act as an authorized representative of the City of Lebanon to sign any and all documents in regard to these programs.

SECTION 4. The Mayor, on behalf of the City of Lebanon, is hereby authorized to provide assurances and/or certifications as required by the Housing and Community Development Act of 1974, as amended, and the National Affordable Housing Act of 1990, and also any supplemental or revised data which the U.S. Department of Housing and Urban Development may request in connection with the review of this Application.

Mayor Capello reported that the U.S. Department of Housing and Urban Development has estimated the fiscal year 2025 CDBG allocation to be \$695,929, plus estimated program income of \$20,000. The City prepared a Consolidated Plan for 2025-2029 and an Annual Action Plan for Fiscal Year 2025 that she believes assesses the housing needs of extremely low, low, and moderate income households, homeless families and individuals, and those with special needs. The Consolidated Plan was on public display for 30 days; a series of public hearings were held; and comments were considered during the preparation of the final document. Mayor Capello provided a summary of the 2025 budget, as follows:

Public Services – Police	\$104,000
Street Improvements	200,000
Code Enforcement	130,000
General Administration	130,000
City-wide Spot Blight and Demolition	151,929

David Funk, 609 Chestnut Street, Lebanon, noted that there was mention of demolition of properties. He asked if there are specific properties designated for demolition. Mayor Capello replied that there are no specific properties identified. She added that sometimes there is a fire and the property owner doesn't have adequate insurance. The City of Lebanon will work with Habitat for Humanity and the Land Bank to acquire and renovate properties.

Resolution No. 26 was passed finally on motion of Mr. Maguire, seconded by Mrs. Haitos. Yeas—Mrs. Haitos, Mr. Maguire, Mr. Morales, Mr. Potash, and Mr. Martin, Chairperson--5; nays—none.

Mrs. Haitos introduced Resolution No. 27, 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 2023 TO REBUDGET UNSPENT FUNDS TO SUPPORT PUBLIC FACILITIES AND RECREATION 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,

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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

WHEREAS, unused funds from FY 2023 in the amount of Forty-Five Thousand Dollars (\$45,000.00) will be allocated to support public facilities and recreation improvements.

WHEREAS, the City has made the amendment to the FY 2023 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 FY 2023 Annual Plan advertised on June 27, 2025, 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 Caepello reported that the City prepared a Consolidated Plan for the years 2020-2024, which includes the CDBG program. In addition, an Annual Plan for each program year of the Consolidated Plan was developed. She explained that there are unused funds for Program Year 2022 in the amount of \$45,000 and she is proposing to allocate those funds for public facilities and recreation improvements, specifically Northeast Park. The proposed amendment was available for review and public comment for a period of 30 days. This is a complete refresh of the playground at Northeast Park and would include replacement of wood timbers with plastic borders, excavating, removal of old mulch, and adding a new four-inch stone drainage layer with geotextile fabric and new mulch. The \$45,000 will not cover the entire project and the City also applied for a grant to supplement this funding.

Councilmember Haitos asked how long unspent funds can be carried to which Mrs. Groh replied seven years. Mayor Capello added that we stay on top of it because the funds are there to make things happen in specific areas and we want to make sure that the City is offering those quality of life improvements to our citizens as quickly as possible.

Resolution No. 27 was passed finally on motion of Mrs. Haitos, seconded by Mr. Potash. Yeas—Mrs. Haitos, Mr. Maguire, Mr. Morales, Mr. Potash, and Mr. Martin, Chairperson--5; nays—none.

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Councilmember Morales commended Officer St. Clair for his response to a call for an animal neglect complaint. During the call, Officer St. Clair noticed a child that was in distraught about the animal neglect. After completing the call, Officer St. Clair returned to talk with the child and bring him toys. Mayor Capello added that Officer St. Clair did this quietly on his own time and with his own money without sharing with the other members in the police department. The first time anyone became aware of the incident was when the child's grandmother came into the Lebanon Police Department with photos to share.

Cornell Wilson, 27 South Sixth Street, Lebanon, invited everyone to the Back to School Festival on August 2, 2025, at the Lebanon Valley YMCA from 9:00 – 11:00 a.m. He extended his thanks to the Lebanon Police Department and Lebanon Fire Department for their support of these events.

Craig Gates, 47 Berwyn Park, Lebanon, reported that the Community of Lebanon Association Car and Motorcycle Show will be held on August 17, 2025, in Downtown Lebanon, from 12:00 noon – 4:00 p.m. He further reported that registration begins at 9:00 a.m. He further reported that the hanging baskets and planters in the downtown are beautiful and he extended thanks to the city staff for watering the plants this year.

Norman Tobias, 424 Weidman Street, Lebanon, told Council that he and his family volunteered with the United Way Day of Caring in April. His group was assigned to picking up trash around Coleman Memorial Park. He reported that they discovered rubbish from a burn barrel which had been dumped at the park and after talking to a representative of the park, he learned that folks frequently dump rubbish at Coleman Memorial Park. He suggested having more activities at the park to discourage dumping in the future.

Councilmember Morales stated that he serves on the Coleman Memorial Park Board of Trustees, and the Board has been bring increasing the number of activities at the park. He added that in the past few years, there has been less illegal dumping and when it does occur, it is addressed promptly.

David Funk, 609 Chestnut Street, Lebanon, stated that the Coleman Memorial Park Board continues to increase the activities at the park. Mr. Funk also reported that the Lebanon County Coalition to End Homelessness is having a Point in Time (PIT) count of unsheltered persons on August 6. The purpose of the summer count is to connect those experiencing homelessness to services and to better understand the problem of homelessness at a local level. St. Andrews Presbyterian Church is assisting with the summer PIT count and volunteers can register at the Community Health Council or contact Laurie Funk.

Matt Driscoll, 439 Chestnut Street, Lebanon, reported that several street lights at the intersection of Fifth and Chestnut Streets need repaired.

The meeting was adjourned at 7:01 p.m.

CHERYL J. GIBSON, Clerk