



**LUZERNE COUNTY COUNCIL
VOTING SESSION
Council Meeting Room
Luzerne County Courthouse
200 N. River Street
Wilkes-Barre, PA 18701
AND
Video/Teleconference via ZOOM
March 24, 2026
6:01 PM**

6:01 PM VOTING SESSION CALL TO ORDER

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

ROLL CALL

RECOGNITIONS & CEREMONIAL PROCLAMATIONS

National Public Safety Telecommunicators Week
911 Center Retirement John Ankenbrand
National Weather Service Retirement Dave Nicosia
Eagle Scout Spencer Perry Yannuzzi

DELETIONS FROM VOTING SESSION AGENDA

ADOPTION OF VOTING SESSION AGENDA

PUBLIC COMMENT ON VOTING SESSION AGENDA ITEMS

This is an opportunity for members of the public to address the Council on any or all items on the Agenda. Each speaker shall have three (3) minutes to address Council. Speakers may not yield or transfer their time to another speaker.

Those attending in person are asked to complete and submit a Speaker Card to the Clerk of Council before the first speaker is called.

Those attending virtually are asked to refer to the Public Meetings Online page of County's Website at <https://www.luzernecounty.org/1279/Public-Meetings-Online> for more information on how to participate in Public Comment via technology.

OLD BUSINESS

AGENDA ITEMS

1. Motion to approve minutes of the March 10, 2026 Voting Meeting..... pages 1-5
2. Motion to Introduce ordinance Authorizing the Creation and Establishment of a Land Bank to be Known as the Luzerne County Land Bank (needs 4 votes).....pages 6-10
3. Motion to adopt resolution Approving a Payment from Interest Accrued on the UDAG Fund to the West Side Regional Police.....pages 11-19
4. Motion to adopt resolution Authorizing the Luzerne County Executive Branch to Seek Temporary Right of Ways to Complete the Crestwood Industrial Park Drainage Project.....pages 20-21
5. Motion to adopt resolution Authorizing the Demolition of a Building at the Keystone Job Corps Center Site in Butler Township.....pages 22-27
6. Motion to adopt resolution Approving the Settlement of Pending Litigation in the Matter of Luzerne County v. American Asphalt.....page 28
7. Motion to adopt resolution Approving the Settlement of Pending Litigation in the Matter of the Estate of Michelle Lynn Shotwell v. Luzerne County.....page 29
8. Motion to remove John Lombardo from Opioid Commission
9. Motion to appoint Jimmy Sabatino to Opioid Commission
10. Committee Appointments (made by the Chair)
Operational Services - Lombardo (Chair), Krushnowski (Vice), Coslett, Smith
Correctional Services - Coslett (Chair), McDermott (Vice), Sabatino
Community Planning and Economic Development - Sabatino (Chair), Stephenson (Vice), Lombardo, Simmons

PUBLIC COMMENT

This is an opportunity for members of the public to address the Council on matters not listed on the Agenda, but which must be within the subject matter jurisdiction of the Council. Each speaker shall have three (3) minutes to address Council. Speakers may not yield or transfer their time to another speaker.

Those attending in person are asked to complete and submit a Speaker Card to the Clerk of Council before the first speaker is called.

Those attending virtually are asked to refer to the Public Meetings Online page of the County's Website at <https://www.luzernecounty.org/1279/Public-Meetings-Online> for more information on how to participate in Public Comment via technology.

ADJOURNMENT



**Luzerne County Council
Voting Session
March 10, 2026
Council Meeting Room
Luzerne County Court House
200 N. River Street
Wilkes-Barre, PA 18701
AND
Video/Teleconference via ZOOM**

Minutes

Call to Order

The Luzerne County Council convened for a Voting Session in the Council Meeting Room of the Luzerne County Courthouse on March 10, 2026 at 6:01 PM. The meeting was called to order by Chair Jimmy Sabatino.

Pledge of Allegiance and Moment of Silence

Roll Call

Present

Chris Belles
Steven Coslett
Patty Krushnowski
John Lombardo
Lee Ann McDermott
Jimmy Sabatino
Dawn P. Simmons
Joanna Bryn Smith, Esq.
Brittany Stephenson
Denise Williams

Also Present

Sharon Lawrence, Clerk of Council
Romilda Crocamo, Esq., County Manager (virtually)
Shannon Crake-Lapsansky, Assistant County Solicitor

Absent

Harry Haas
John Lombardo

Chair Sabatino announced Recognitions and Ceremonial Proclamations will be read at the end of the Meeting.

Deletions from Voting Session Agenda

NONE

Adoption of Voting Session Agenda

Motion by: Ms. Krushnowski

Second: Mr. Coslett

Vote:

Nine (9) Ayes – Unanimous

Motion Passed (9-0)

The Voting Session Agenda is Adopted

Public Comment on Agenda Items

WRITTEN comments are submitted electronically via EMAIL or ZOOM. A copy of the full written comment for each speaker is posted under the corresponding meeting agenda. **VERBAL** comments can be heard in their entirety by accessing the public comment portion of the meeting recording posted next to the meeting agenda.

Joe Granteed (Plains Township) commented Verbally regarding Volunteers of America and Opioid Settlement Proceeds.

AGENDA ITEMS

1. Motion to approve minutes of the February 24, 2026 Voting Meeting

Motion by: Ms. Krushnowski

Second: Mr. Belles

Chair Sabatino noted Council will be voting on the CORRECTED version of the minutes next to the agenda packets.

Vote:

Nine (9) Ayes - Unanimous

Motion Passed (9-0)

The February 24, 2026 Voting Session Minutes are Approved

2. Motion to adopt resolution Approving the Allocation of Opioid Settlement Proceeds to Lotus Manor

Motion by: Ms. Stephenson

Second: Ms. Smith

Council Members voiced concerns on the Opioid Fund Distribution Process and on the Commission on Opioid Misuse and Addiction Abatement (OMAAAC).

Motion to Table Agenda Items 2 and 3 by: Mr. Belles

Second: Ms. Simmons

Roll Call Vote to Table Agenda Items 2 and 3:

Seven (7) Yes by Mr. Belles, Mr. Coslett, Ms. Krushnowski, Ms. McDermott, Ms. Simmons, Ms. Smith and Ms. Williams

Two (2) No by Mr. Sabatino and Ms. Stephenson

Motion Passed (7-2)

Agenda Items 2 and 3 are Tabled.

3. Motion to adopt resolution Approving the Allocation of Opioid Settlement Proceeds to Volunteers of America of Pennsylvania – Give Hope

TABLED

4. Motion to amend Rule 10C. Standing Committees of the Luzerne County Council Bylaws

Motion by: Ms. Stephenson

Second: Mr. Coslett

Roll Call Vote:

Nine (9) Yes - Unanimous

Motion Passed (9-0)

5. Motion to dissolve Ad Hoc Committees

Motion by: Ms. Krushnowski

Second: Mr. Belles

Roll Call Vote:

Nine (9) Yes - Unanimous

Motion Passed (9-0)

6. Motion to adopt resolution Appointing Joanna Bryn Smith to the Luzerne-Wyoming Counties Mental Health and Developmental Services Program Advisory Board

6a. Motion to remove from table

Motion by: Ms. Williams

Second: Mr. Belles

Roll Call Vote:

Nine (9) Yes - Unanimous

Motion Passed (9-0)

6b. Motion to adopt resolution

Motion by: Ms. Krushnowski

Second: Mr. Belles

Roll Call Vote:

Nine (9) Yes - Unanimous

Motion Passed (9-0)

Resolution is Adopted

7. Council Member appointment to the Arts Advisory Board (made by the Chair)

Chair Sabatino announced Denise Williams is appointed to the Arts Advisory Board.

8. Council Member appointment to the Luzerne County Library System Board (made by the Chair)

Chair Sabatino announced that he, Jimmy Sabatino, is appointed to the Luzerne County Library System Board.

Ms. Smith announced tomorrow night at LCCC, at the Culinary Building, there will be from 5-7 an Open House where they are going to be providing different foods that are all made by the students and the public is invited to the event.

Recognitions and Ceremonial Proclamations

Chair Sabatino read a proclamation for Colon Cancer Awareness Month and C.A.S.U.A.L. Day. Karen Saunders accepted the proclamation and spoke.

Chair Sabatino read a proclamation for Developmental Disabilities Awareness Month. Tara Fox accepted the proclamation and spoke.

Public Comment on Non-Agenda Items:

WRITTEN comments are submitted electronically via **EMAIL** or **ZOOM**. A copy of the full written comment for each speaker is posted under the corresponding meeting agenda. **VERBAL** comments, in their entirety, can be heard by accessing the public comment portion of the meeting recording posted next to the meeting agenda.

Dr. Sarah Swepston (Beyond Addiction Group) commented Verbally regarding the opioid funding.

Walter Griffith (Trucksville) commented Verbally regarding the West Side Police Department request for funding, an LCCF inmate, ICE, Hart Civic and ETA Insurance.

Joe Granteed (Plains Township) commented Verbally regarding the funding for Volunteers of America.

Motion to adjourn: Ms. Stephenson

Second: Ms. Krushnowski

Vote:

Nine (9) Ayes - Unanimous

Motion Passed (9-0)

Meeting adjourned at 6:42 PM

Respectfully Submitted,
Sharon Lawrence
Clerk of Council

* Audio of this meeting can be found in its entirety on the County Council webpage <http://www.luzernecounty.org/county/luzerne-county-council> or by contacting the Office of the Clerk of Council at (570) 825-1634 or via email to sharon.lawrence@luzernecounty.org

**LUZERNE COUNTY, PENNSYLVANIA
ORDINANCE NO. 2026-_____**

***AN ORDINANCE OF LUZERNE COUNTY, OF PENNSYLVANIA, AUTHORIZING THE
CREATION AND ESTABLISHMENT OF A LAND BANK TO BE KNOWN AS THE
LUZERNE COUNTY LAND BANK***

WHEREAS, Luzerne County is aware that vacant, abandoned, and tax-delinquent properties adversely affect the economic and social vitality of municipalities throughout the County by imposing significant costs on taxpayers, neighborhoods, and communities through lowered property values, increased fire and police protection costs, decreased tax revenues, and weakened community cohesion; and

WHEREAS, Luzerne County desires to address blight and transition abandoned and tax-delinquent properties to productive use using a predictable and transparent process in order to revitalize neighborhoods, strengthen the tax base, and maintain affordability; and

WHEREAS, the Land Bank Act, Act 153 of 2012, enacted by the Pennsylvania General Assembly and codified at 68 Pa. C.S. § 2101 et seq., authorizes counties to create land banks pursuant to 68 Pa. C.S. § 2104; and

WHEREAS, Luzerne County Council finds that the creation of a County land bank will provide an effective tool to assist participating municipalities that are not currently participating in another land bank;

NOW, THEREFORE, BE AND IT IS HEREBY ORDAINED AND ENACTED by Luzerne County Council, Luzerne County, Pennsylvania, as follows:

SECTION 1. PURPOSE AND AUTHORITY

- A. It is the purpose of this Ordinance to create and establish the Luzerne County Land Bank as the land bank for Luzerne County pursuant to the authority granted under the Pennsylvania Land Bank Act, 68 Pa. C.S. § 2104(a).
- B. Participation in the Luzerne County Land Bank shall be available only to municipalities within Luzerne County that are not currently participating in another land bank.
- C. Luzerne County is establishing the Luzerne County Land Bank in order to mitigate blight, encourage the redevelopment of vacant, abandoned, and tax-delinquent properties, foster economic development of these properties, and improve the quality of life in neighborhoods affected by these properties.

SECTION 2. DEFINITIONS

As used in this Ordinance, the following terms shall have the following meanings:

- A. "Act." The Act of October 24, 2012, P.L. 1239, No. 153, codified at 68 Pa. C.S. § 2101 et seq.
- B. "Land Bank." The Luzerne County Land Bank.
- C. "Land Bank Activities." Any and all activities, operations, actions, and functions undertaken by the Land Bank pursuant to the Act and this Ordinance.
- D. "Land Bank Law." The Act and any amendments thereto.
- E. "Land Bank Jurisdiction." Luzerne County.
- F. "Owner-Occupant." A natural person with legal or equitable ownership in the property which was the primary residence of the person for at least three consecutive months at any point in the year preceding the date of the initial delinquency.
- G. "Person." A corporation, partnership, limited liability company, business trust, association, government entity other than the Commonwealth of Pennsylvania, estate, trust, or natural person.
- H. "Policies." The rules, policies, and procedures adopted by the Luzerne County Land Bank pursuant to this Ordinance and the Land Bank Law.
- I. "Real Property." Land and all structures and fixtures thereon and all estates and interests in land, including easements, covenants, leases, tax claims, and liens.

SECTION 3. POWERS, PROGRAMS, AND FUNCTIONS OF THE LAND BANK

The Land Bank shall have all the powers conferred under the Land Bank Law, including but not limited to those set forth in 68 Pa. C.S. § 2107.

The Land Bank shall endeavor to carry out the powers, duties, functions, and responsibilities of a land bank under the Act, including the power to acquire, manage, and dispose of interests in real property and to do all other things necessary or convenient to implement the purposes and provisions of the Act.

SECTION 4. CREATION OF LAND BANK

Section 4.1 Creation and Legal Status of the Land Bank

The Luzerne County Land Bank is created as a separate legal entity and a public body corporate and politic. The Land Bank is created and established for the purposes of acting as a land bank under the Land Bank Act and shall exist until such time as it is terminated and dissolved.

Section 4.2 Bylaws and Policies

The Land Bank Board of Directors shall adopt bylaws and policies consistent with the Land Bank Act.

Section 4.3 Tax Exemption

The Land Bank and its income and operations shall have a limited exemption from state and local tax pursuant to Section 2109 of the Land Bank Act.

Section 4.4 Compliance with the Law

The Land Bank shall comply with all applicable federal, state, and local laws, rules, regulations, and orders.

SECTION 5. REPRESENTATION ON THE BOARD OF THE LAND BANK

Section 5.1 Governance

The Land Bank shall be governed by a Board of Directors.

Section 5.2 Board Composition

The Board shall consist of seven (7) members appointed by Luzerne County Council as follows:

1. Three (3) members of Luzerne County Council.
2. The Luzerne County Manager or the Manager's designee.
3. Three (3) additional members appointed by Council, at least one of whom shall be a county resident who is not an elected official and not a county employee, as required by 68 Pa. C.S. § 2105.

Section 5.3 Terms

Board members shall serve staggered terms of three (3) years and shall continue to serve until their successors are appointed.

Section 5.4 Executive Director

The Board shall hire an Executive Director to manage the day-to-day operations of the Land Bank. The Board may hire or contract for additional staff or professional services as necessary.

SECTION 6. COMMUNITY INPUT AND REPRESENTATION

Pursuant to 68 Pa. C.S. § 2104(a)(5), the Land Bank shall hold regular public meetings. The Board shall determine the place, date, and time of meetings and shall allow for public comment on matters under deliberation. All meetings shall comply with the Pennsylvania Sunshine Act.

SECTION 7. ACQUISITION OF REAL PROPERTY

- A. The Land Bank shall hold title in its own name to all Real Property it acquires.
- B. The Land Bank may acquire Real Property by any legal means, on terms and conditions and in a manner the Land Bank considers proper.

C. If the Land Bank acquires residential property occupied by Owner-Occupants, it shall be the policy of the Land Bank to show a preference for keeping Owner-Occupants within their homes when feasible.

D. The Land Bank shall acquire, hold, and dispose of Real Property in accordance with the Land Bank Law.

E. Any person may submit recommendations to the Land Bank concerning Real Property that could be acquired and the proposed uses for which such property could be redeveloped.

SECTION 8. POLICIES

A. The Land Bank shall develop Policies consistent with the Land Bank Law and this Ordinance.

B. After adoption, the Policies shall be reviewed at least annually with the opportunity for public input and comment. The Policies shall be published on the Land Bank's website.

SECTION 9. FINANCIAL PROVISIONS

A. The Land Bank shall finance Land Bank Activities through any means authorized under the Land Bank Law or other applicable law.

B. Finances of the Land Bank shall be retained and accounted for separately and shall be subject to the annual auditing and reporting requirements of 68 Pa. C.S. § 2119.

SECTION 10. REVOCATION OF THE DESIGNATION

The designation of the Land Bank may be revoked in the same manner as the dissolution of a land bank under 68 Pa. C.S. § 2114.

SECTION 11. AMENDMENT

This Ordinance may be amended or modified from time to time by majority vote of Luzerne County Council.

SECTION 12. SEVERABILITY

If any provision of this Ordinance is declared illegal or invalid, such decision shall not affect the validity of the remaining provisions.

SECTION 13. FILING OF THE ORDINANCE

Upon adoption of this Ordinance, Luzerne County shall file a copy with the Pennsylvania Department of State and provide a copy to the Pennsylvania Department of Community and Economic Development.

Section 14. EFFECTIVE DATE

This Ordinance shall be effective fifteen (15) days after adoption.

ADOPTED at a meeting of Luzerne County Council held on _____, 2026.

LUZERNE COUNTY COUNCIL

Roll Call:

Ayes:

Nays:

By: _____
Jimmy Sabatino, Chair

ATTEST: _____
Sharon Lawrence, Clerk of Council

By: _____
Brittany Stephenson, Vice-Chair

**RESOLUTION R-2026-
LUZERNE COUNTY COUNCIL**

*A Resolution of Luzerne County Council Approving a Payment from Interest Accrued on the
UDAG Fund to the West Side Regional Police*

WHEREAS, the recently established West Side Regional Police Department (“West Side Regional”) is in the process of remediating a site that will serve as its new headquarters; and

WHEREAS, West Side Regional has requested funds from the County to aid with demolition and remediation costs for blighted real property that West Side Regional will convert into its new headquarters; and

WHEREAS, the rehabilitation of the blighted property will benefit the local community in addition to the establishment of headquarters for the West Side Regional Police Department.

WHEREAS, Luzerne County Council is in agreement with awarding \$300,000.00 to the West Side Regional Police Department for the aforementioned project.

NOW, THEREFORE, BE IT RESOLVED, Luzerne County Council approves the award of \$300,000 from interest earned on the UDAG funds to the West Side Regional Police Department conditioned upon the funds being used as set forth in West Side Regional’s presentation to County Council.

This Resolution shall become effective 6 days after adoption.

ADOPTED at a meeting of Luzerne County Council held on _____, 2026.

ROLL CALL VOTE (0-0)

YES:

NO:

LUZERNE COUNTY COUNCIL

By: _____
Jimmy Sabatino, Chair

Attest: _____
Sharon Lawrence, Clerk of Council

LUZERNE COUNTY MANAGER

By: _____
Romilda Crocamo, County Manager



**West Side Regional Police Commission
Larksville Borough Building
211 E State St.
Larksville PA 18704**

MEMORANDUM

To: Luzerne County Council

From: West Side Regional Police Commission

Date: March 4th, 2026

Re: Request for \$300,000 in County Funding – Demolition and Site Remediation for Future West Side Regional Police Department Headquarters

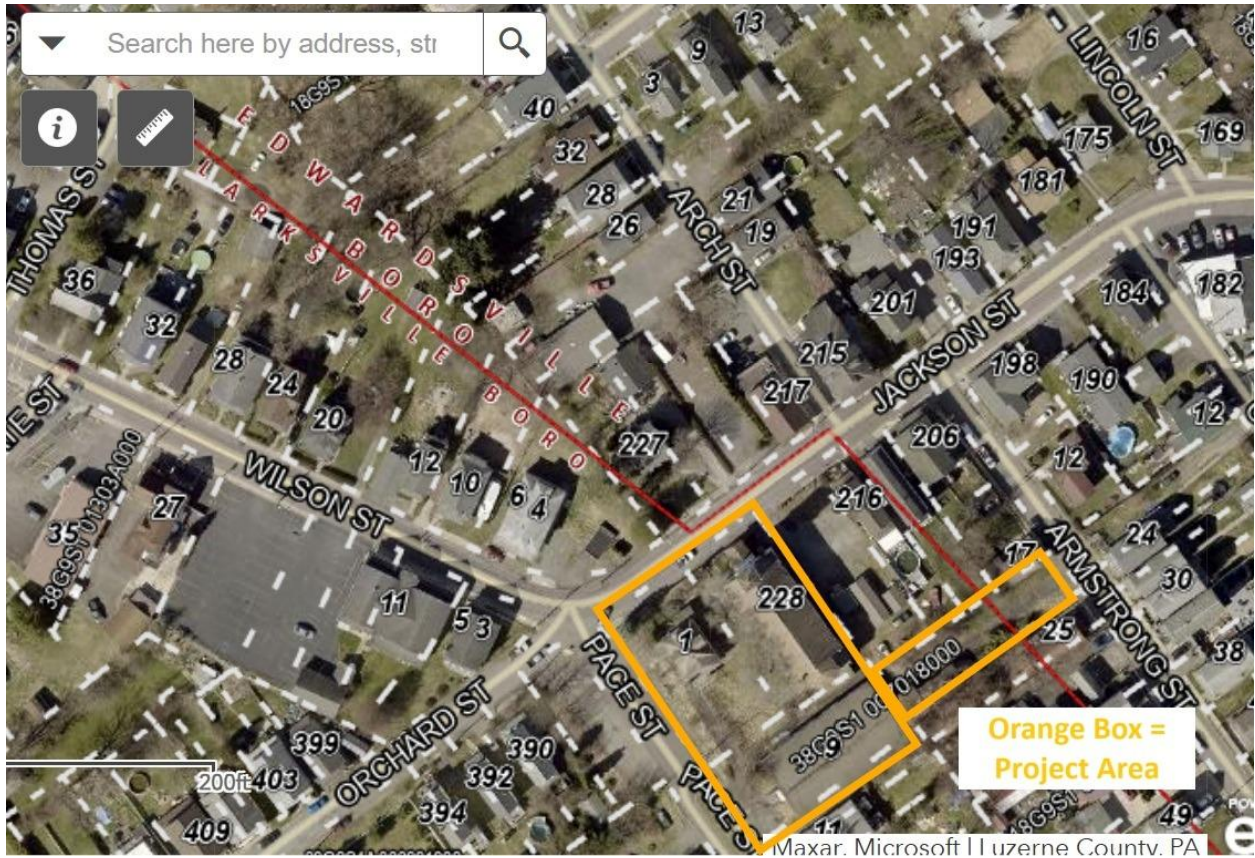
The West Side Regional Police Commission respectfully submits this memorandum to request \$300,000 in financial assistance from Luzerne County to support the environmental review, demolition, remediation, abatement, regrading, and related site preparation work at the former St. Anthony's property in Larksville Borough, the planned location of the future West Side Regional Police Department headquarters.

The Commission is charged with promoting public safety, protecting the welfare of residents, and supporting the long-term stability and revitalization of Edwardsville and Larksville Boroughs. The St. Anthony's site, approximately 0.85 acres, has remained in a severely blighted and deteriorated condition for many years, posing documented public safety risks including unauthorized access, structural instability, and negative impacts on surrounding neighborhoods.

Demolition and comprehensive site remediation are essential first steps to eliminate these hazards, restore safe conditions, and prepare the property for productive reuse as a modern regional police headquarters. The proposed scope includes environmental review, full demolition of existing structures, environmental abatement, remediation, regrading, and other necessary site work required to ensure long-term safety and regulatory compliance.

This request represents a partnership opportunity between Luzerne County and the West Side Regional Police Commission to advance a critical public safety and blight-removal initiative. County support will help expedite the demolition and preparation of the site by a year, leverage additional state and federal funding, reduce long-standing blight, improve public safety conditions, and enhance quality of life for residents throughout the West Side communities and the broader region.

On behalf of the Commission, we respectfully request Luzerne County Council's consideration and support of this \$300,000 funding request to move this essential public safety project forward. Site information, a formal resolution and cost estimates for the entirety of the project are included.



The property is located at 228 Jackson Street, Larksville PA 18704.

Parcel numbers are: 38G9S1 007002000, 38G9S1 007001000, and 38G9S1 007018000.



Interior of Church



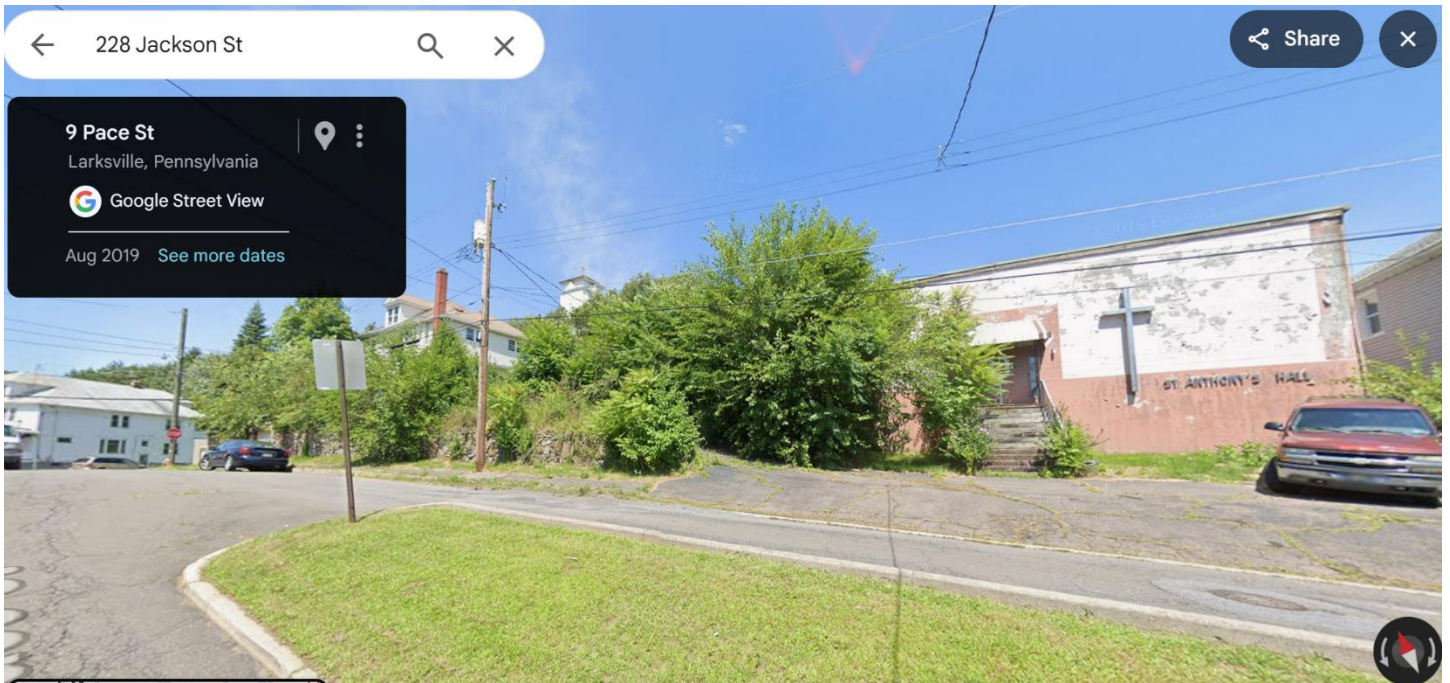
Burning in Church, Smashed Windows and Severe Water Damage



Former Rectory and Hall – Both Severely Water Damaged




St. Anthony's Hall – Side View



**West Side Regional Police Department Complex (Luzerne County)
Conceptual Cost Estimate**

Former St. Anthony Site - Jackson St. Larksville Borough

Bid	Unit	Item Title	Unit Price (\$)	Total Amount (\$)
1	LS	Demoliton Church, Rectory and Walls	\$ 260,000.00	\$ 260,000.00
1	LS	Demolition Recreation Center	\$ 125,000.00	\$ 125,000.00
1	LS	General Site Work	\$ 55,000.00	\$ 55,000.00
3	EA	Sewer, Water, Gas Connections	\$ 15,000.00	\$ 45,000.00
1	LS	E&S Controls and Detention	\$ 65,000.00	\$ 65,000.00
1	LS	Driveway and Transitions	\$ 50,000.00	\$ 50,000.00
5000	SF	Police Station (100'x50')	\$ 425.00	\$ 2,125,000.00
6000	SF	Police Garage (60'x100')	\$ 225.00	\$ 1,350,000.00
1	LS	Permit Fees Budget	\$ 25,000.00	\$ 25,000.00
1	LS	Landscaping	\$ 20,000.00	\$ 20,000.00
1100	SY	Parking Lot (120'x80')	\$ 70.00	\$ 77,000.00
1	LS	Boundary Survey	\$ 12,500.00	\$ 12,500.00
Dominic J Yannuzzi, PE Benesch Septmber 23, 2025			Subtotal	\$ 4,209,500.00
			Engineering/Permit Apps./HOP - 10% +/-	\$ 420,950.00
			2025 Cost Estimate	\$ 4,630,450.00
				



West Side Regional Police Commission
Larksville Borough Building
211 E State St.
Larksville PA 18704

Resolution 2026-01
Requesting Financial Support for Future Headquarters
Demolition and Site Remediation

WHEREAS, the West Side Regional Police Commission ("Commission") is charged with promoting public safety, protecting the welfare of residents, and supporting the stability and revitalization of Edwardsville and Larksville Boroughs; and

WHEREAS, the property commonly known as the former St. Anthony's site, consisting of approximately 0.85 acres, has long exhibited conditions of severe blight, deterioration, and environmental concern; and

WHEREAS, the site's blighted condition poses public safety risks, including unauthorized entry, structural instability, and negative impacts on surrounding neighborhoods; and

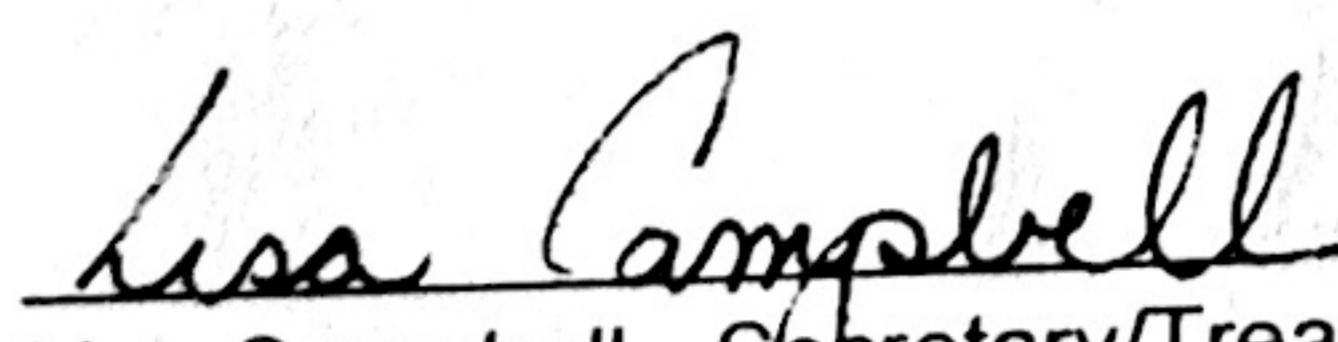
WHEREAS, the Commission recognizes that the demolition, remediation, and proper regrading of the St. Anthony's site are essential steps to eliminate these hazards, restore safe conditions, and prepare the property for future productive use as the Department's new headquarters; and


WHEREAS, the proposed project includes full demolition, environmental abatement, site remediation, regrading, and other site work all of which are necessary to ensure long term safety and compliance with applicable standards; and

WHEREAS, the Commission seeks to partner with Luzerne County to advance this critical public safety initiative and to leverage county resources to support local revitalization efforts, significantly improve public safety, reduce blight, and enhance the quality of life for residents throughout the region; and

NOW, THEREFORE, BE IT RESOLVED, that the West Side Regional Police Commission formally requests financial assistance in the amount of \$300,000 from Luzerne County to support the demolition, remediation, abatement, regrading, and other necessary sitework of the blighted 0.85acre St. Anthony's site.

ATTEST:


Lisa Campbell - Secretary/Treasurer


John Soprano - Chair



AGENDA SUBMITTAL TO LUZERNE COUNTY COUNCIL

ITEM TITLE	COUNCIL MEETING DATE	AGENDA NUMBER
Approve a Resolution Authorizing Temporary Easements for the Crestwood Industrial Park drainage project in Wright Township	Work Session March 10, 2026	
Dept:	Road & Bridge	
Contact:	Nicholas Vough	
Phone:	570-830-1631	

DEPARTMENTAL RECOMMENDATION:

It is recommended that County Council approve the temporary easements for the Crestwood Industrial Park drainage project.

SUMMARY:

The Crestwood Industrial Park ARPA funded drainage project will take place in Summer 2026. As part of that process, the Office of Law is helping the County to obtain the necessary temporary easements. No monetary cost will be paid to owners as the project only contains improvements to existing drainage structures.

Upon Council approval, the temporary easements will be signed by the County Manager, and the drainage project will move toward bidding.

FINANCING:

ARPA funds were allocated for these drainage improvements, and no costs are associated with the temporary easements.

DISCUSSION:

Approval of this resolution will allow Luzerne County to proceed with this ARPA funded project.

ALTERNATIVES:

County Council could choose not to adopt the resolution authorizing the temporary easements. This is not recommended since the plans would have to be updated to remove those sections where easements are needed for improvements.

OTHER AGENCY INVOLVEMENT:

Not applicable.

RESOLUTION R-2026-_____
LUZERNE COUNTY COUNCIL

A Resolution of Luzerne County Council Authorizing the Luzerne County Executive Branch to Seek Temporary Right of Ways to Complete the Crestwood Industrial Park Drainage Project

WHEREAS, the Luzerne County Home Rule Charter section 2.09.B.6. gives County Council the power to approve, by resolution adopted by affirmative vote of at least a majority of its current members, agreements to acquire, lease, sell, convey, vacate, or abandon land, buildings, or other real property; and

WHEREAS, Luzerne County owns real property located within the Crestwood Industrial Park; and

WHEREAS, Luzerne County Council previously approved the utilization of American Rescue Plan Act funds to conduct a drainage improvement project within the Crestwood Industrial Park; and

WHEREAS, Luzerne County will need to request temporary right of ways over privately owned land to complete the drainage project; and

WHEREAS, the Luzerne County Manager submits it is in the best interest of Luzerne County to complete the drainage project which necessitates the grant of right of ways from private property owners.

NOW, THEREFORE BE IT RESOLVED, Luzerne County Council hereby authorizes the Executive Branch to request the necessary temporary right of ways to complete the Crestwood Industrial Park drainage project.

BE IT FURTHER RESOLVED, the Luzerne County Manager shall have the authority to execute all documentation necessary for the obtainment of right of ways for the above-mentioned project.

This Resolution shall become effective immediately.

ADOPTED at a meeting of Luzerne County Council held on _____, 2026.

LUZERNE COUNTY COUNCIL

ROLL CALL VOTE:

AYES-

NAYS-

ATTEST: _____
Sharon Lawrence,
Clerk of Council

By: _____
Jimmy Sabatino, Chair

By: _____
Romilda P. Crocamo,
Luzerne County Manager

Property Owner
Address 1
Address 2
PIN Number
Deed Book and Page

PERMANENT DRAINAGE EASEMENT AND
TEMPORARY EASEMENT FOR CONSTRUCTION PURPOSES

THIS INDENTURE, made [MONTH] 2025, by [PROPERTY OWNER NAME], hereinafter called the **OWNER** of property affected by the construction activities associated with the drainage improvements to Crestwood Industrial Park, its successors and/or assigns, hereinafter, whether singular or plural, called the **OWNER**, and the Luzerne County, hereinafter called the **PURCHASER**,

WITNESSETH:

WHEREAS the parties hereto have agreed that the **OWNER** will grant to the **PURCHASER** a permanent and temporary easement for construction purposes from the aforesaid property,

NOW, THEREFORE, in consideration of the sum of One Dollar (\$1.00), the **OWNER** hereby grants to the **PURCHASER**:

- 1) A permanent drainage easement for the purposes of installing the required drainage improvements as shown on the plot plan attached hereto and made a part hereof and to authorize the entry and re-entry of employees, agents and contractors of the **PURCHASER** upon said area to do any and all work necessary for the completion of the project and any future access or maintenance activities as may be necessary to ensure the proper function of the drainage facilities; provided, however, that, upon completion of the project, the **PURCHASER** shall be obligated to restore the area covered by the easement to a condition commensurate with that of the balance of the property of the **OWNER** and consistent with the condition of the property of the **OWNER** prior to commencement of the work and/or project, such restoration to include removal of debris, placement of rock, and/or grading and sowing of grass. The estimated completion date of the construction or improvement is on or about October 30, 2026.
- 2) A temporary easement for the purpose of undertaking the above construction or improvement, said easement to extend to the area shown on the plot plan attached hereto and made a part hereof and to authorize the entry and re-entry of employees, agents and contractors of the **PURCHASER** upon said area to do any and all work necessary for the completion of the project, including placement of Erosion Control measures and minor grading on the area or a portion of the area covered by the

easement; provided, however, that, upon completion of the project, the PURCHASER shall be obligated to restore the area covered by the easement to a condition commensurate with that of the balance of the property of the OWNER and consistent with the condition of the property of the OWNER prior to commencement of the work and/or project, such restoration to include removal of debris, placement of rock, and/or grading and sowing of grass; and further provided that if PURCHASER performs any type of excavation work, then PURCHASER shall, in all events, notify the "Pennsylvania One Call System" prior to its commencement of any such work; further, PURCHASER shall be responsible for all costs associated with any and all damages, interruptions, or disruptions caused to any underground utilities as a result of, or related to, any of its work, as well as for any utility company repair costs, charges or penalties, any "PA One Call System" fines and penalties and any work required to alleviate or correct any damage caused by, or resulting from, any such work by PURCHASER. The estimated completion date of the construction or improvement is on or about October 30, 2026.

The PURCHASER shall indemnify, defend, and hold harmless OWNER and its affiliates from and against any damages, including damage to real or personal property, or personal injury resulting from any such work performed by PURCHASER or caused by or related to the improvements defined herein.

The OWNER does further remise, release, quitclaim and forever discharge the PURCHASER or any agency or political subdivision thereof or its or his employees or representatives of and from all suits, damages, claims and demands which the OWNER might otherwise have been entitled to assert under the provisions of the Eminent Domain Code, Acts 34 and 35 of 2006 as amended, 26 Pa.C.S. § 101 et. seq., for or on account of any injury to or destruction of the aforesaid property of the OWNER through or by reason of the aforesaid construction or improvement, except damages, if any, under Section 710 (Limited Reimbursement of Appraisal, Attorney and Engineering Fees) and Section 711 (Payment on Account of Increased Mortgage Costs) of the Eminent Domain Code; provided, however, that, if relocation of a residence or business or farm operation is involved, this release shall likewise not apply to damages, if any, under Section 902 (Moving and Related Expenses of Displaced Persons) and/or Section 903 (Replacement Housing for Homeowners) of the Eminent Domain Code.

IN WITNESS WHEREOF, the Parties have executed or caused to be executed these presents, intending to be legally bound thereby.

Witness: _____ BY: _____

Witness: _____ By: _____

COMMONWEALTH OF PENNSYLVANIA :
:ss.
COUNTY OF _____ :

On _____, 2025, before me, the undersigned Notary, _____, known to me (or satisfactorily proven) to be the persons, whose names are subscribed to the within instrument, and acknowledged that he/she executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

(SEAL)

_____ My Commission expires _____
Notary Public Date



AGENDA SUBMITTAL TO LUZERNE COUNTY COUNCIL

<u>ITEM TITLE</u>	<u>COUNCIL MEETING DATE</u>	<u>AGENDA NUMBER</u>						
Approve the U.S. Department of Labor's request to demolish a structure located at the Keystone Job Corps Center.	Work Session March 10, 2026							
<table border="1"> <tr> <td data-bbox="164 483 349 525">Dept:</td> <td data-bbox="349 483 1479 525">County Manager</td> </tr> <tr> <td data-bbox="164 525 349 556">Contact:</td> <td data-bbox="349 525 1479 556">Romilda Crocamo</td> </tr> <tr> <td data-bbox="164 556 349 592">Phone:</td> <td data-bbox="349 556 1479 592">570-825-1635</td> </tr> </table>			Dept:	County Manager	Contact:	Romilda Crocamo	Phone:	570-825-1635
Dept:	County Manager							
Contact:	Romilda Crocamo							
Phone:	570-825-1635							

RECOMMENDATION:

It is recommended that County Council adopt a resolution approving the demolition of a County owned structure at the Keystone Job Corps Center located in Butler Township. The U.S. Department of Labor has leased this property and County owned buildings since 2001.

SUMMARY:

Through a Lease Agreement signed on August 8, 2001, the United States of America has leased 122.89 acres of County owned land and structures at the Keystone Job Corps Center in Butler Township. Since 2001, the federal government has invested significant funds at the site including the construction of several new buildings.

At this time, the DOL is requesting permission to demolish the structure, known as the Security Building, at the entrance to the property.

FINANCING:

No County funds will be used for the demolition at the Keystone Job Corps site. The U.S. Department of Labor will be responsible for all costs related to this project.

ALTERNATIVES:

The Council could choose not to approve the demolition of this structure. This is not recommended since the federal government has invested a significant amount of money to improve the site since the inception of the lease in 2001.

OTHER AGENCY INVOLVEMENT:

U.S. Department of Labor

No. 2026- _____

RESOLUTION

***A Resolution of Luzerne County Council Authorizing the Demolition of a Building
at the Keystone Job Corps Center Site in Butler Township***

WHEREAS, Luzerne County is the owner of real property located in Butler Township which is commonly referred to as the Keystone Job Corps Center (“Job Corps”); and

WHEREAS, the federal government has been leasing the afore-mentioned real property from Luzerne County since 2001 for operation the Job Corps; and

WHEREAS, the federal government has expended significant resources at this location including the construction of new buildings; and

WHEREAS, the federal government is requesting permission to demolish the old security building at the entrance to the property at its own expense; and

WHEREAS, County Administration is recommending that County Council grant such permission to the federal government.

NOW WHEREFORE, BE IT RESOLVED BY LUZERNE COUNTY COUNCIL, Luzerne County Council hereby authorizes the federal government to demolish the security building at the Job Corps site at the federal government’s sole cost and expense.

This Resolution shall be effective immediately.

ADOPTED at a meeting of the Luzerne County council held on _____, 2026.

LUZERNE COUNTY COUNCIL

By: _____
Jimmy Sabatino, Chair

Attest: _____
Sharon Lawrence, Clerk of Council

By: _____
Romilda P. Crocamo, County Manager



December 1, 2025

John Lombardo, Council Chair
Luzerne County Council
Luzerne County Courthouse
200 North River Street
Wilkes-Barre, PA 18711

*Re: Keystone Job Corps Center
235 West Foothills Drive
Drums, PA 18222*

Dear Mr. Lombardo:

As you know, the United States of America (“Government”), acting by and through the U.S. Department of Labor, leases the Keystone Job Corps Center (“Center”) from the Luzerne County Council (formerly the Board of County Commissioners), Luzerne County, PA (“Lessor”). Pursuant to Section 4, entitled “Modifications of Premises by the Government,” of the General Provisions of the U.S. Government Lease for Real Property dated August 8, 2001, “The Government may, at its own cost and expense, make such alterations, improvements or renovations to the Premises as the Government deems necessary for its use.”

The Government is writing to the Luzerne County Council to notify it of an upcoming project at the Center. The Center is planning to demolish Building 14, a vacant building that is no longer needed for the Job Corps program. This demolition has been reviewed by the Pennsylvania State Historic Preservation office, and that office has issued an opinion of “No Effect,” which is attached for your reference. Therefore, we respectfully request your written approval of this project so that it can proceed without delay.

Upon completion of your review, please indicate your approval by signing below. We appreciate your quick response and approval, as funding is in place to complete this project. Once signed, please return the original of this letter to the following address and keep a copy for your files:

USDOL/ETA – Real Estate
Attn: Mr. Jeremy Austin
2101 Wilson Boulevard, Suite 400
Arlington, VA 22201

Should you have any questions, please contact me, the Department’s Realty Specialist, at (202) 693-4002 or Mr. Jeremy Austin, Engineering Support Contractor, at (703) 516-2294. Your immediate attention to this matter is requested.

Sincerely,

X

CRAIG POWELL
Realty Specialist - OASAM

Craig Powell
Realty Specialist
Office of the Assistant Secretary for Administration and Management
U.S. Department of Labor

Approved: _____
John Lombardo, Council Chair
Luzerne County Council

Date: _____



November 17, 2025

Sent Via PA-SHARE

RE: ER Project # 2025PR05348.001, Keystone Job Corps Center, General Services Administration, Butler Township, Luzerne County

Dear Submitter,

Thank you for submitting information concerning the above referenced project. The Pennsylvania State Historic Preservation Office (PA SHPO) reviews projects in accordance with state and federal laws. Section 106 of the National Historic Preservation Act of 1966, and the implementing regulations (36 CFR Part 800) of the Advisory Council on Historic Preservation, is the primary federal legislation. The Environmental Rights amendment, Article 1, Section 27 of the Pennsylvania Constitution and the Pennsylvania History Code, 37 Pa. Cons. Stat. Section 500 et seq. (1988) is the primary state legislation. These laws include consideration of the project's potential effects on both historic and archaeological resources.

Above Ground Resources

No Above Ground Concerns - Environmental Review - No Effect - Above Ground

Based on the information received and available within our files, it is our opinion that the proposed project will have No Effect on above ground historic properties, including historic buildings, districts, structures, and/or objects, should they exist. Should the scope of the project change and/or should you be made aware of historic property concerns, you will need to reinitiate consultation with our office using PA-SHARE.

For questions concerning above ground resources, please contact John Gardosik at jgardosik@pa.gov.

Archaeological Resources

No Archaeological Concerns - Environmental Review - No Effect - Archaeological - Demolition and No New Ground Disturbance

There is a high probability that prehistoric and/or historic archaeological resources are located in this project area. In our opinion, the proposed project should have No Effect on such resources, provided that excavation is limited to the removal of the foundation and that clean off-site fill is used. Should project plans change and/or should you be made aware of historic property concerns, please reinitiate consultation with our office using PA-SHARE.

For questions concerning archaeological resources, please contact John Gardosik at jgardosik@pa.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "B. Frederick". The signature is written in a cursive style with a large initial "B".

Barbara Frederick
Environmental Review Division Manager

**RESOLUTION R-2026-
LUZERNE COUNTY COUNCIL**

***A Resolution by the Luzerne County Council Approving the Settlement of
Pending Litigation in the Matter of Luzerne County v. American Asphalt***

WHEREAS, Section 4.07 B.3 of the Luzerne County Home Rule Charter Provides the County Manager shall have the authority to recommend the settlement of litigation involving the County, subject to the approval of County Council; and

WHEREAS, the Luzerne County Manager has recommended settlement of the above-captioned litigation; and

WHEREAS, Section 2.09 B.5 of the Luzerne County Home Rule Charter provides that County Council shall have the power to approve, by resolution adopted by a majority vote of the Council members, a recommendation by the County Manager to settle litigation involving the County; and

WHEREAS, on May 16, 2024, the Magisterial District Justice Office located in Edwardsville sustained significant damage related to a fire negligently caused by American Asphalt; and

WHEREAS, Luzerne County sustained a loss of \$33,331.25 in which it sought recovery from American Asphalt; and

WHEREAS, Luzerne County and American Asphalt have negotiated a proposed settlement; and

WHEREAS, Luzerne County Council also desires to resolve the pending litigation in this matter.

NOW, THEREFORE, BE IT RESOLVED, Luzerne County Council approves the settlement of pending litigation for all claims asserted by Luzerne County in the matter of Luzerne County versus American Asphalt, in the amount of \$25,000.00. This settlement is a full and complete settlement and release of all claims by Luzerne County against American Asphalt.

This resolution shall become effective six days after adoption.

ADOPTED at a meeting of the Luzerne County Council held _____, 2026.

LUZERNE COUNTY COUNCIL

ROLL CALL VOTE:

AYES-

NAYS-

Attest: _____
Sharon Lawrence, Clerk of Council

By: _____
Jimmy Sabatino, Chair

By: _____
Romilda P. Crocamo,
County Manager

**RESOLUTION R-2026-
LUZERNE COUNTY COUNCIL**

***A Resolution by the Luzerne County Council Approving the Settlement of
Pending Litigation in the Matter of the Estate of Michelle Lynn Shotwell v. Luzerne County***

WHEREAS, Section 4.07 B.3 of the Luzerne County Home Rule Charter Provides the County Manager shall have the authority to recommend the settlement of litigation involving the County, subject to the approval of County Council; and

WHEREAS, the Luzerne County Manager has recommended settlement of the above-captioned litigation; and

WHEREAS, Section 2.09 B.5 of the Luzerne County Home Rule Charter provides that County Council shall have the power to approve, by resolution adopted by a majority vote of the Council members, a recommendation by the County Manager to settle litigation involving the County; and

WHEREAS, Michelle Lynn Shotwell, was incarcerated at the Luzerne County Correctional Facility (“LCCF”) in June 2024 pending the resolution of a criminal matter in which she was the named defendant when she died of an accidental drug overdose; and

WHEREAS, Plaintiff, Ms. Shotwell’s Estate, filed a Writ of Summons in the Luzerne County Common Pleas thereby commencing action against Luzerne County; and

WHEREAS, the Plaintiff desires to settle his claims against Luzerne County; and

WHEREAS, Luzerne County Council also desires to resolve the pending litigation in this matter.

NOW, THEREFORE, BE IT RESOLVED, Luzerne County Council approves the settlement of pending litigation for all claims asserted against Luzerne County in the matter of the Estate of Michelle Lynn Shotwell v. Luzerne County, in the amount of \$150,000.00, inclusive of all legal and administrative and/or filing fees. This settlement is a full and complete settlement and release of all claims by Ms. Shotwell’s Estate against Luzerne County.

This resolution shall become effective six days after adoption.

ADOPTED at a meeting of the Luzerne County Council held _____, 2026.

LUZERNE COUNTY COUNCIL

ROLL CALL VOTE:

AYES-
NAYS-

Attest: _____
Sharon Lawrence, Clerk of Council

By: _____
Jimmy Sabatino, Chair

By: _____
Romilda P. Crocamo,
County Manager