



# Lebanon County Commissioners

Room 207, Municipal Building • 400 South Eighth Street • Lebanon, Pennsylvania 17042-6794  
Phone: 717-228-4427 • Fax 717-274-8094 • Website: [www.lebcounty.org](http://www.lebcounty.org)

Robert J. Phillips  
William E. Ames  
Jo Ellen Litz  
*County Commissioners*

Jamie A. Wolgemuth  
*County Administrator*  
David R. Warner, Jr.  
*County Solicitor*

October 28, 2014

Jennifer Lee  
101 Gitis Student Center-North 1755 N. 13<sup>th</sup> Street  
Philadelphia, PA 19122

Dear Ms. Lee:

Attached are copies of letters in response to your Right-To-Know request for “any document, correspondence, or public record, stored electronically or otherwise, that set forth or refers to Lebanon County’s county-wide or jail-specific policy, procedure, or mandate regarding ICE detainees”.

Very truly yours,

A handwritten signature in black ink, appearing to read "J. A. Wolgemuth".

Jamie A. Wolgemuth  
County Administrator/Records Officer

JAW/kk

Attachment (2)

# Lebanon County Correctional Facility

730 East Walnut Street  
Lebanon, PA 17042  
Telephone: 717 274-5451  
Fax: 717 274-1338



*Robert J. Karnes,*  
**Warden**

*Timothy L. Clements,*  
**Deputy Warden of Operations**  
*Anthony J. Hauck,*  
**Deputy Warden of Treatment**

*Michael K. Stuckey,*  
**Director of Work Release**  
*Michael L. Ott,*  
**Captain of Security**

September 23, 2010

To: All Concerned Parties  
Fr: Robert J. Karnes  
Warden  
Re: Immigration and Customs Enforcement  
Procedure and Record

Dear Concerned Parties,

Attached to this memo is a directive addressing immigration detainees. Also, the numbers and criteria requested regarding those individuals incarcerated at the Lebanon County Correctional Facility between the indicated dates is enclosed as well.

Currently LCCF does not have a written procedural operation concerning the handling of those individuals incarcerated at LCCF with local criminal charges and immigration detainees. There are two LCCF records clerks responsible for contacting ICE officers via e-mail, when information is received concerning newly incarcerated inmates via the intake and commitment process. In addition to this notification procedure, ICE Officers have access to current inmate files and randomly make on-site visits to investigate said files.

Apart from the previously explained, as well as the attached, no other procedural operation exists on the part of the Lebanon County Correctional Facility in reference to those inmates incarcerated with immigration issues.

cc: RTK Administrator  
File

Respectfully Submitted,

  
\_\_\_\_\_  
Robert J. Karnes, Warden

730 East Walnut Street  
Lebanon, PA 17042  
Telephone: 717 274-5451  
Fax: 717 274-1338



*Robert J. Karnes*  
**Warden**

*Timothy L. Clements*  
**Deputy Warden of Operations**  
*Anthony J. Hauck*  
**Deputy Warden of Treatment**

*Michael K. Stuckey*  
**Director of Work Release**  
*Michael L. Ott*  
**Captain of Security**

August 28, 2008

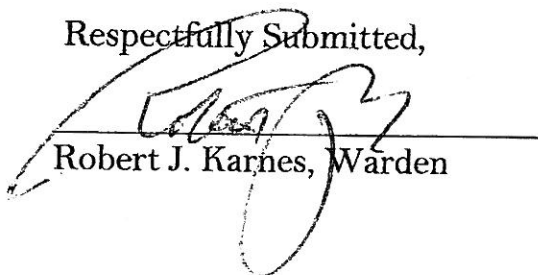
To: All Immigration Agents  
Law Enforcement Agencies  
Fr: Robert J. Karnes  
Warden  
Re: Immigration Detainers

Attention Concerned Agencies,

Effective immediately, the Lebanon County Correctional Facility will no longer accept individuals for incarceration, being detained via Immigration Detainer absent local criminal charges. An immigration detainer alone will not be justification for incarceration at the Lebanon County Correctional Facility. This policy will not be altered in anyway, unless direct authorization has been issued by the Warden or designee.

Questions concerning this policy can be directed to the Warden's office at the earliest convenience.

Respectfully Submitted,

  
Robert J. Karnes, Warden

cc: Central Booking  
Lebanon District Attorney  
Sgt. Richards PA State Police  
Sgt. Bowen PA State Police  
Sgt. Control/ Shift Commanders  
Intake