

Honesdale, Pennsylvania

January 7, 2016

The regular meeting of the Wayne County Commissioners was held on this date with Commissioner Brian W. Smith presiding. The meeting was called to order by Commissioner Smith with Commissioner Jonathan A. Fritz and Commissioner Wendell R. Kay present.

The Commissioners were presented with copies of the minutes of the meeting held December 31, 2015. A motion was made by Commissioner Kay, seconded by Commissioner Fritz and unanimous to approve the minutes of the said meeting.

### Agenda

Scheduled to meet with the Commissioners: Appointments - LWWMD Board; 2016 Arbitrator Rates; 2016 Tax Anticipation Loan; Salary Board meeting; Payment of bills, Retirement Board meeting.

### Correspondence and Communications

Received a copy of the Legislative Bulletin from the County Commissioners Association of Pennsylvania dated December 28, 2015.

Received a copy of "News for All Seasons" from the Wayne County Area Agency on Aging for January 2016.

Received a copy of the Mileage and Fees Report from the Wayne County Sheriff's Department for December 2015.

Received a letter from Timothy Rothwell informing of his resignation as a Correctional Officer in the Wayne County Correctional Facility, effective January 23, 2016. A motion was made by Commissioner Fritz, seconded by Commissioner Kay and unanimous to accept this letter.

Received a letter from Edward Gwozdziejewicz notifying of his retirement from the Maintenance Department, effective January 28, 2016. A motion was made by Commissioner Kay, seconded by Commissioner Fritz, and unanimous to accept this letter.

### New Business

A motion was made by Commissioner Fritz, seconded by Commissioner Kay and unanimous to approve the following members to the Lake Wallenpaupack Watershed Management District Board:

	<u>Length of Term</u>
Carson Helfrich	January 1, 2016 – December 31, 2019
James Shook	January 1, 2016 – December 31, 2019
Richard Caridi	January 1, 2016 – December 31, 2016
Pete Helms	January 1, 2016 – December 31, 2019
Karl Eisenhauer	January 1, 2016 – December 31, 2019
Tom Oakley	January 1, 2016 – December 31, 2019

A motion was made by Commissioner Kay, seconded by Commissioner Smith to set the 2016 Arbitrator rates as follows: Chairman - \$168.20 Member - \$122.90

Business Manager John Haggarty, presented the required Resolution and documents to enter into the 2016 Tax Anticipation Note with Honesdale National Bank for a maximum of \$2.5 million at .83% interest.

A motion was made by Commissioner Kay, seconded by Commissioner Fritz and unanimous to recognize the Judicial appointment of Anthony Herzog as an On-Call Tip Stave, effective January 11, 2016.

January 7, 2016

At this time, the Board recessed to hold a Salary Board meeting. See Salary Board minutes.

The Commissioners' meeting resumed.

The Chief Clerk presented a Resolution from Whitmoyer Ford, Inc. which formally approves the purchase of a vehicle for Juvenile Probation and authorizes Sandy Fofi, Chief Juvenile Probation Officer, and Vicky Botjer, Chief Clerk, to execute proper documentation.

### Other Business

The Commissioners received a copy of the Treasurer's Report dated December 31, 2015.

A motion was made by Commissioner Fritz, seconded by Commissioner Kay and unanimous to approve the following bills for payment, as presented, which includes Checks No. 76349 through 76448. Also included in the motion to approve were checks from the Human Services Agency and from Behavioral and Developmental Programs/Early Intervention.

Check	Vendor	Description	Amount
76349	WAYNE COUNTY GENERAL FUND	PAYROLL 01/08/16	\$ 616,688.03
76350	ACCREDITED LOCK SUPPLY CO	#96565 DTD 12/23	\$ 269.26
76351	LEATRICE ANDERSON ESQ	DECEMBER SERVICES	\$ 214.50
76352	AQUA PA	#0015223551084029 DUE 1/15	\$ 1,115.69
76353	AT & T	#0541770304001 DUE 1/18	\$ 339.41
76354	AUGELLO EXCAVATING INC	TOWER SITE EXPENSES	\$ 7,962.50
76355	BECK PACKAGING	#10708 INV DTD 12/27	\$ 2,550.70
76356	BIDDLE CONSULTING GROUP INC	ONE YEAR RENEWAL	\$ 699.00
76357	BIMBO FOODS, INC	#6900806999999 DUE 12/19	\$ 246.74
76358	MARY ANN BLACKLEDGE	DECEMBER EXPENSES	\$ 37.80
76359	BOB BARKER CO INC	#WAYPA0 DUE 12/22	\$ 501.80
76360	ALFRED K BUCCONEAR	2015 MILEAGE	\$ 24.30
76361	STEVEN BURLEIN	PD NOVEMBER	\$ 430.15
76362	CAMPBELL LAW OFFICES	SERVICE THRU 10/5	\$ 3,399.90
76363	CASE TIRE SERVICE	#WAY750 DUE 2/15	\$ 1,346.95
76364	COUNTY PLANNING DIRECTORS	2016 DUES	\$ 250.00
76365	MEAGAN DAMANTI	TRAVEL EXP DECEMBER	\$ 30.70
76366	DAMASCUS TOWNSHIP	SR CITIZEN JAN RENT	\$ 50.00
76367	MARK DAVIS	2015 MILEAGE	\$ 36.00
76368	DAVE'S SUPER DUPER MARKET	#1804 WC 911 ACCT	\$ 149.58
76369	DELTA DENTAL OF PA	JAN PREMIUM	\$ 15,191.60
76370	DNA DIAGNOSTIC CENTER	INV DTD 11/24	\$ 56.85
76371	EARTHLINK BUSINESS	#3013429 DUE 1/11	\$ 4,106.19
76372	EASTERN TIME INC	#W0670 1/13/16-1/12/17	\$ 895.60
76373	CHRISTOPHER FARRELL, ESQ	PD EXP DECEMBER	\$ 908.75
76374	CHERYL FAY	DECEMBER EXPENSE	\$ 8.00
76375	FIRMSTONE LAKEWOOD FUELS	#2419-1 DELIVERED 12/30	\$ 307.30
76376	GALLS, LLC	#4855925 DUE 1/20	\$ 83.00
76377	GEO T BISEL CO, INC	#596821 2016 SUPPLEMENT ZONING	\$ 180.45
76378	JULIE GILBERT	MILEAGE NOV & DEC	\$ 59.40
76379	RANDY & PAM GLOSENGER	FC DECEMBER	\$ 121.50
76380	CHRISTI GRUDIEN	DECEMBER SERVICE	\$ 85.95
76381	HAMPTON INN & SUITES-WARREN-PA	PETE HOOKER 12/17	\$ 318.00
76382	THE HANCOCK HERALD	YEARLY RENEWAL	\$ 32.00
76383	HAWLEY BOROUGH COUNCIL	DJ CARNEY JAN RENT	\$ 1,100.00
76384	HEMLOCK GROVE CHURCH	SR CITIZEN JAN RENT	\$ 120.00
76385	RICHARD HENRY	PD DECEMBER	\$ 600.00
76386	ALAN HIGHHOUSE	2015 MILEAGE	\$ 54.90
76387	KUNI HOLBERT	2015 MILEAGE	\$ 162.00
76388	HONESDALE AGWAY	#700557 DTD 12/29	\$ 88.96
76389	AMY HUBERT	DECEMBER EXPENSE	\$ 16.58
76390	INFOCON CORPORATION	#02703 DECEMBER	\$ 1,895.00
76391	INSIGHT	#10074847 DUE 1/22	\$ 3,789.75
76392	J & C AWARDS PLUS	PLATE ENGRAVED	\$ 11.00
76393	TRACY & PAUL LAMBERTON	FC DECEMBER	\$ 1,031.04
76394	MARK & BONNIE LATOURETTE	FC DECEMBER	\$ 442.80
76395	SHARON A LINARDI	DECEMBER SERVICES	\$ 325.00
76396	DANIEL LIPTAK	2015 MILEAGE	\$ 18.00
76397	JEAN & ROBERT LOMBARDO	FC DECEMBER	\$ 2,586.00
76398	MAGUIRE ELECTRONICS	#5P3000 DUE 1/9	\$ 138.00
76399	JOHN & HEATHER MAY	FC DECEMBER	\$ 135.00
76400	MARIE McDONNELL	MILEAGE THRU DECEMBER	\$ 171.93
76401	MCI COMM SERVICE	#2DF81923 DUE 1/9	\$ 359.63
76402	MICROBAC LABORATORIES, INC	#1M18471 DUE 2/3	\$ 25.00
76403	NORTHEAST CHAPTER AAP	JOHN McCORMICK 2016 DUES	\$ 50.00

76404	NENA	2016 DUES PUBLIC SECTOR	\$ 137.00
76405	NORTHEAST COUNSELING ASSOC INC	DECEMBER SERVICE	\$ 12,882.60
76406	DON OLSOMMER	2015 MILEGE	\$ 56.70
76407	FRANCIS L MARGARET M O'NEILL	DJ EDWARDS JAN RENT	\$ 1,200.00
76408	PA TURNPIKE COMMISSION	REPLENISH ACCT # 118806	\$ 200.00
76409	PCOMP	IST INSTALLMENT	\$ 93,224.00
76410	PCoRP	#C400-60 DTD 12/30	\$ 1,296.00
76411	PDAA	2016 DUES	\$ 3,364.75
76412	PDAA	JANINE EDWARDS REGISTRATION	\$ 275.00
76413	PENELEC	#100076689239 DUE 1/12	\$ 157.50
76414	PENTELEDATA	#1697707 DUE 1/12	\$ 59.95
76415	FELICIA PICCOLO	DECEMBER EXPENSES	\$ 144.77
76416	US POSTMASTER SERVICE	BULK MAILING	\$ 145.87
76417	PPL ELECTRIC UTILITIES	#9458166004 DUE 1/21	\$ 7,222.61
76418	PA RECORDER OF DEEDS ASSOCIATION	2016 DUES	\$ 500.00
76419	QUILL CORPORATION	#C2123982 DUE 1/17	\$ 215.34
76420	QUICK LANE TIRE & AUTO CENTER	#12797 DTD 12/22	\$ 110.08
76421	RECHNER LAW OFFICE	KIEFER THRU 12/28	\$ 65.00
76422	REEVES RENT-A-JOHN INC	#WAYNECOCOM 11/23-12/31	\$ 105.68
76423	PA REG OF WILLS/CLERK OF ORPHAN'S	2016 DUES	\$ 500.00
76424	PETER RIDD	2015 MILEGE	\$ 12.15
76425	BRIAN SAVAGE	MILEAGE THRU 12/9	\$ 25.20
76426	SKILLPATH/NST SEMINARS	SANDY FOFI REGISTRATION	\$ 278.00
76427	SPENCER PRINTING INC	VEHICLE CHECK LIST	\$ 138.18
76428	STAPLES ADVANTAGE	#B03510 DUE 1/18	\$ 296.06
76429	SUNRISE MARKET, INC	WC 911 ACCT	\$ 115.64
76430	TELEMEDICINE MANAGEMENT, INC	JAN MEMBERSHIP FEE	\$ 1,680.00
76431	EMMA THORPE	DECEMBER EXPENSES	\$ 75.10
76432	SARAH TIGUE & TREVOR DAWE	FC DECEMBER	\$ 934.96
76433	WILLIAM TROOP	2015 MILEAGE	\$ 50.40
76434	UNITED METHODIST CHURCH	SR CITIZEN JAN RENT	\$ 120.00
76435	VERIZON	#5702532385 DUE 1/7	\$ 377.21
76436	VERIZON WIRELESS	#94201129100001 DUE 1/7	\$ 623.46
76437	VICTIMS INTERVENTION PROGRAM	NOVEMBER	\$ 4,480.84
76438	ANTHONY R WALDRON - ESCROW ACCOUNT	CLOSING COSTS ELIECE RYBAK	\$ 1,882.00
76439	WASTE MANAGEMENT INC	WC EOC DECEMBER SERVICE	\$ 73.00
76440	WAYNE PIKE WORKFORCE ALLIANCE	LSA GRANT	\$ 3,395.00
76441	WAYNE COUNTY FORD	#12797 DTD 12/29/15	\$ 450.25
76442	W C HEALTH BENEFIT FUND	HEALTH PAYMENT	\$ 36,000.00
76443	W C HISTORICAL SOCIETY	2016 APPRPRIATION	\$ 15,000.00
76444	W C JUVENILE PROBATION PETTY CASH	TRAVEL EXP 12/22	\$ 41.35
76445	WEX BANK	XXXX3110-1 WC SHERIFF ACCT	\$ 454.98
76446	WILSON LAW, PC	CM BOEHMER 12/18	\$ 2,993.25
76447	DOREEN & MARK WOELKERS	FC DECEMBER	\$ 851.10
76448	PA DEPARTMENT OF STATE	UCC FILING FEE	\$ 84.00
Total			<u>\$ 864,113.17</u>

WEEKLY VOUCHER REPORT FROM 1/7/2016 - 1/7/2016

VOUCH	VENDOR	DESCRIPTION	AMOUNT
535	WAYNE COUNTY COMMISSIONERS	12/11/2015 PAYROLL	55,798.45
536	WAYNE COUNTY COMMISSIONERS	12/24/2015 PAYROLL	56,629.73
537	UGI PNG	RESIDENTIAL HEATING CHARGES - FAIR AVE	96.00
538	UGI PNG	HEATING CHARGES - DIC & PR	229.94
539	HUMAN RESOURCES CENTER, INC.	OCT BH VOC REHAB SERVICES (WORK ACTIVITIES)	2,760.94
540	HUMAN RESOURCES CENTER, INC.	OCT 2015 BH TRANSITIONAL LIVING	34,180.02
541	HUMAN RESOURCES CENTER, INC.	OCT 2015 BH EMPLOYMENT SERVICES	691.24
542	HUMAN RESOURCES CENTER, INC.	OCT BH SOCIAL REHAB & SUPPORTED EMPLOYMENT	1,874.94
543	HUMAN RESOURCES CENTER, INC.	OCT 2015 BH VOC REHAB SERVICES (TRANSPORT)	1,050.60
544	MAGUIRE ELECTRONICS	JAN 2016 PAGER AIRTIME FEES	68.00
545	LEE S. KRAUSE	REIMB RESIDENT HEATING & SEWER - 6TH ST.	495.11
546	JBS, INC.	MO. COPIER MAINT. AGREEMENT - SHARP/MXM503N	146.51
547	JBS, INC.	MO. COPIER MAINT AGREEMENT - SHARP/ARM550N	89.00
548	THE ADVOCACY ALLIANCE	NOV 2015 ID REP PAYEE SERVICES	140.00
549	THE ADVOCACY ALLIANCE	NOV 2015 BH REP PAYEE SERVICES	315.00
550	HUGH L. SUMNER, ESQ.	MH HEARING REVIEW OFFICER - BARBARA T.	100.00
551	COUNTY WASTE	JAN 2016 TRASH SERVICE - FAIR AVE APTS	65.00
552	BLUE RIDGE COMMUNICATIONS	MONTHLY CABLE & INTERNET SERVICES	129.19
553	CASE TIRE SERVICE, INC.	MONTHLY COUNTY VEHICLE MAINT CHARGES	668.68
554	JENNIFER MALAK	DEC 2015 EI PT BASE SERVICES	158.80
555	PEDIATRIC & ADULT THERAPY SERVICES INC	OCT & DEC 2015 EI BASE EVALUATIONS	895.68
556	KAREN RICKERT	DEC 2015 EI SNI BASE SERVICES	139.95
557	U.S. HEALTHCARE SERVICES, LLC	NOV 2015 EI OT BASE SERVICES	254.08
558	CARBON MONROE PIKE MH/DS PROGRAM	OCT & NOV 2015 NE ADMINISTRATORS MEETING	20.00
559	BAYADA HOME HEALTH CARE	DEC 2015 ID HOME & COMM HAB BASE SERVICES	277.20
560	CARE FOR PEOPLE PLUS, INC.	DEC 2015 ID HOME & COMM HAB BASE SERVICES	1,274.36
561	HUMAN RESOURCES CENTER, INC.	NOV ID RESPITE AND HOME & COMM HAB BASE	1,062.83
562	NORTHWESTERN HUMAN SERVICES	OCT 2015 ID BEHAVIORAL SUPPORT BASE	137.52
563	MILLONS INC.	MONTHLY COUNTY VEHICLE MAINT. CHARGES	236.98
			\$159,985.75

HSA WEEKLY VOUCHER REPORT FROM 1/7/2016 TO 1/7/2016

VOUCH	VENDOR	AMOUNT	DESCRIPTION
1093	FCSP client J.C.	\$300.00	FCSP client services reimbursement - Dec 2015
1094	FCSP client E.C.	\$160.00	FCSP client services reimbursement - Dec 2015
1095	FCSP client W.G.	\$132.66	FCSP client supplies reimbursement - Dec 2015
1096	FFCSP client D.R.	\$500.00	FFCSP client services reimbursement - Dec 2015
1097	MA client D.A.	\$76.56	MA client travel - Nov & Dec 2015
1098	MA client S.B.	\$12.12	MA client travel - Dec 2015
1099	MA client L.B.	\$42.72	MA client travel - Dec 2015
1100	MA client J.B.	\$213.12	MA client travel - Nov & Dec 2015
1101	MA client J.B.	\$19.20	MA client travel - Dec 2015
1102	MA client K.F.	\$15.48	MA client travel - Dec 2015
1103	MA client S.F.	\$13.92	MA client travel - Dec 2015
1104	MA client K.H.	\$324.00	MA client travel - Nov & Dec 2015
1105	MA client K.M.	\$58.32	MA client travel - Dec 2015
1106	MA client K.M.	\$38.40	MA client travel - Nov & Dec 2015
1107	MA client C.P.	\$19.20	MA client travel - Dec 2015
1108	MA client D.R.	\$7.20	MA client travel - Dec 2015
1109	MA client J.V.	\$34.56	MA client travel - Oct & Nov 2015
1110	B & B DODGE	\$3.47	Batteries for key fob - vehicle #32
1111	BLUE RIDGE COMMUNICATIONS - PALMERTN	\$476.88	Cable TV for D&A from 1/7/16 - 7/7/16
1112	CAREGIVERS AMERICA LLC	\$27,737.55	Personal care & home support & PERS fee
1113	CASE TIRE SERVICE INC.	\$1,785.86	Tire services and maintenance
1114	DAVES SUPER DUPER	\$29.43	Food bill, Honesdale Pantry - Dec 2105
1115	DECKER'S DAIRY	\$2,735.54	Meal prep supplies - Dec 2015
1116	EARTHLINK BUSINESS	\$660.12	Phone bills - Hwly, Hnsdl, Prot Svcs, Hamlin etc.
1117	FROMM ELECTRIC SUPPLY CORP.	\$5.60	2 - T12 lights for Aging elevator
1118	BRIAN T. KELLY CPA & ASSOCIATES	\$4,500.00	Services provided for Transport. Audit, FY 14-15
1119	MAGUIRE ELECTRONICS	\$21.00	Monthly airtime for pager - Jan 2016
1120	MILLON'S INC.	\$1,544.17	Vehicle maint & repair - Dec 2015
1121	JULIENNE MULLETTE	\$197.29	Options consumer reimb for supplies - Dec 2015
1122	TOM MURRAY - CON	\$450.00	Vehicle cleaning services - 12/19 & 12/26
1123	NE PA CENTER FOR INDEPENDENT LIVING	\$6,774.98	PAS services, Nov 2015
1124	NORTHEAST LASER TONER & COPIER SVC	\$168.00	Mo per copy fee, Nov, incl svc, supplies & drums
1125	NORTHEAST LASER TONER & COPIER SVC	\$374.65	Toner - 1 Upstairs Front, 2 Downstairs
1126	OFFICE DEPOT	\$364.76	Office supplies
1127	OFFICE DEPOT	\$206.60	Office supplies
1128	PACDAA - AR	\$175.00	Registration fee, JZerechak Membership Meeting
1129	PIKE CO AREA AGENCY ON AGING	\$818.61	Monthly ADRC expense reimbursement, Sep 2015
1130	POCONO PEST	\$34.00	Monthly pest control - Hawley, month 12, Dec
1131	PP&L ELECTRIC (D&A)	\$119.58	Electric bill, D&A, 11/4/15 - 12/4/15
1132	QUILL CORPORATION	\$89.62	Ofc supplies - D&A, TSebring, TLavelle
1133	REINHART FOOD SVC-EASTERN DIV	\$1,567.92	Monthly food service bills - Dec 2015
1134	SHERATON HARRISBURG HERSHEY HOTEL	\$241.98	Hotel for JSturgis for P4A Membership Mtg
1135	UGI PNG	\$553.01	Gas bills, Hawley, Honesdale, & ADayCare
1136	WASTE MANAGEMENT OF PA INC	\$239.00	Trash pickup, Honesdale & Hawley - Dec 2015
1137	WAYNE COUNTY MHMR	\$48,198.63	Community Care Behavioral Health - Dec 2015
1138	JANET BATAILLE	\$44.55	Volunteer travel - Dec 2015
1139	KEN KESTEL	\$41.40	Volunteer travel - Dec 2015
1140	MARALYN NALESNIK	\$31.50	Volunteer travel - Dec 2015
1141	BARRY J. NOVACK	\$90.00	Volunteer travel - Dec 2015
1142	BARBARA WERTZ	\$105.75	Volunteer travel - Dec 2015
1143	KATHLEEN CHICOSKI	\$13.95	Staff travel - Dec 2015
1144	HELEN COBB	\$47.25	Staff travel - Dec 2015
1145	JACQUELINE COLE	\$94.95	Staff travel - Dec 2015
1146	CATHLEEN DEGRAZIA	\$144.90	Staff travel - Dec 2015
1147	PAT DONALDSON	\$10.63	Staff travel - Dec 2015
1148	SHERRY FICKEN	\$13.05	Staff travel - Nov & Dec 2015
1149	LISA GILBERT	\$116.10	Staff travel - Dec 2015
1150	MAGGIE HICKS	\$170.21	Staff travel - Dec 2015
1151	LAUREN JANUSEWSKI	\$95.40	Staff travel - Dec 2015
1152	HELEN KELLY	\$129.87	Staff travel - Dec 2015
1153	PATRICIA NELSON	\$105.01	Staff travel - Dec 2015
1154	DIANE RIVELAND	\$96.75	Staff travel - Dec 2015
1155	MARY ANN SHERWOOD	\$20.25	Staff travel - Dec 2015
1156	PEGGY SIEPIELA	\$30.90	Staff travel - Dec 2015
1157	SEASON SLISH	\$147.60	Staff travel - Dec 2015
1158	P4A	\$160.00	Reg fee for JSturgis for Jan 26-27 Membership Mtg
		\$103,750.73	

Tourism Promotion

561 WEATHER METRICS, INC WAYNE COUNTY DUE 1/1 \$ 140.00

Act 44

1031 LEEWARD CONSTRUCTION INC DYBERRY BRIDGE ABUTMNT #3 \$ 43,691.93

January 7, 2016

Capital Investment

1335 ELIECE RYBAK AGRICULTURAL EASEMENT \$ 40,000.00

At this time, the Commissioners recessed to hold a Retirement Board meeting. See Retirement Board minutes.

The Commissioners' meeting resumed.

A motion was made by Commissioner Smith, seconded by Commissioner Fritz and unanimous to adjourn.

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Vicky J. Botjer, Chief Clerk