

Honesdale, Pennsylvania

January 21, 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 January 14, 2016. 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: PMVB – Joint Marketing Efforts Wayne & Pike Counties; Intergovernmental Agreement-County/Sheriff/DRO; 2016 Certification of Ag Easement Funds; General Fund Appropriation and 2015 Clean & Green Rollback Taxes \$83.446; Salary Board meeting; Payment of bills.

### Correspondence and Communications

Received a letter from PEMA, 9-1-1 Office, informing that they have completed their review of Wayne County's Reconciliation Report for the 7/1/2014 – 7/31/2015 funding period.

Received a letter from PA Public Utility Commission advising that a field investigation and conference will be held February 9, 2016, concerning the Delaware Lackawaxen and Stourbridge Railroad Co. application for approval of the alteration of the crossings at Route 191, Chapel St and Brown Street, Honesdale.

A motion was made by Commissioner Kay, seconded by Commissioner Fritz and unanimous to recognize Judge Hamill's acceptance of the resignation of Janet Vallone, as a Clerk in Magisterial District Judge Carney's office, effective January 22, 2016.

Received a letter from the State Conservation Commission informing that the paperwork and nominations provided for the Conservation Board Farmer Director, Public Director and Commissioner to be in order and deemed approved.

The Chief Clerk provided copies to the press of the CCAP press release thanking providers for their cooperation during the state impasse.

### New Business

Karl Wilgus, Keith Williams and Brian Bossuyt, Pocono Mountain Visitors Bureau, presented information on joint marketing efforts between Wayne and Pike Counties on behalf of the respective Commissioner directed funds from Pike and Wayne Hotel Excise Tax. One effort is the joint publication called "Discover Northern Poconos" for attractions, accommodations and other business of interest to visitors from other areas. Other ventures are being explored to maximize impact of tourism spending.

A motion was made by Commissioner Smith, seconded by Commissioner Fritz and unanimous to execute the Intergovernmental Agreement between the County, Sheriff and Domestic Relations Office for the Title IV-D Child Support Enforcement Program activities.

The Chief Clerk presented the 2016 Certification of County Funds for agriculture conservation easements. The total County match funds are \$83,446.00. A motion was made by Commissioner Kay, seconded by Commissioner Fritz and unanimous to authorize the Chairman and Treasurer to execute the certification.

A motion was made by Commissioner Fritz, seconded by Commissioner Smith and unanimous to approve the promotion of Cara Ward, from part-time to full-time Corrections Officer in the Wayne County Correctional Facility, effective January 24, 2016.

January 21, 2016

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

The Commissioners' meeting resumed.

A motion was made by Commissioner Kay, seconded by Commissioner Smith and unanimous to approve James Taylor and Kathleen Heed, as part-time Corrections Officers in the Wayne County Correctional Facility, effective February 1, 2016.

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

The Commissioners' meeting resumed.

Andrea Whyte, Human Services Administrator, presented an Adoption Assistance Agreement for one child on behalf of Children and Youth Service. A motion was made by Commissioner Fritz, seconded by Commissioner Kay and unanimous to execute the agreement as presented.

Ms. Whyte presented the Emergency Services Grant Revision Expenditure Plan with \$3,700 in modifications and \$872 in revisions to the previous application line items for the November 2014 through August 2016 grant period. A motion was made by Commissioner Kay, seconded by Commissioner Fritz and unanimous to authorize the chairman to execute the revision.

The Chief Clerk reported that no bids were received for the sale of the EMA vehicle that had been advertised for sale.

### Other Business

The Commissioners received a copy of the Treasurer's Report dated January 20, 2016.

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. 76585 through 76668. 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
76585	WAYNE COUNTY GENERAL FUND	PAYROLL 1-22-16	\$ 700,000.00
76586	3M COGENT INC	#CPW0088 DTD 1/1	\$ 51.50
76587	AAP	JOHN MCCORMICK 2016 DUES	\$ 250.00
76588	AGRARIAN ASSOCIATES INC	MOTICHKA FARM PROPERTY	\$ 3,000.00
76589	ROSANNE ALEXANDER	2015 TAX COLLECTOR EXPENSES	\$ 22.31
76590	KAREN BATES	DEC TRAVEL EXP	\$ 13.26
76591	CHILDRENS HOME OF EASTON	FC DEC	\$ 3,775.18
76592	COMMONWEALTH HEALTH EMS	STEPHANIE SCHWENK 10/21	\$ 379.63
76593	COUNTY TREASURER'S ASSOCIATION OF PA	BRIAN FIELD 2016 DUES	\$ 500.00
76594	LINDA DAVIS	2015 TAX COLLECTOR EXPENSES	\$ 65.62
76595	DEAN FOWLER SERVICE STATION	#054780 DEC SERVICE	\$ 38.00
76596	DE LAGE LANDEN FIN SERVICES	#3437783 DUE 2/1	\$ 646.54
76597	DNA DIAGNOSTIC CENTER	DEC 2012 TESTING	\$ 160.00
76598	JOAN DONOFRY	2015 TAX COLLECTOR EXPENSES	\$ 51.22
76599	EDWARDS BUSINESS SYSTEMS	#LZ0556 DUE 2/3	\$ 380.65
76600	ELECTRONIC BUSINESS PRODUCTS	#100345 DUE 2/10	\$ 2.56
76601	ESRI INC	#115517 1/27-1/26	\$ 50,500.00
76602	FAMILIES UNITED NETWORK INC	FC CERTIFICATE #312450 & 21353	\$ 7,369.32
76603	FIRMSTONE LAKEWOOD FUELS	#2419-1 DELIVERED 1/12	\$ 358.86
76604	FOX LEDGE INC	#000614 DUE 1/30	\$ 385.73
76605	BRANDY FREIERMUTH	2015 TAX COLLECTOR EXPENSES	\$ 360.89
76606	BEVERLY A GILL	2015 TAX COLLECTOR EXPENSES	\$ 135.69
76607	GRANDJEAN & BRAVERMAN INC	ANNUAL MAINT/SUPPORT PROTHONOT	\$ 15,062.50
76608	HIGHHOUSE ENERGY	#9048 DUE 1/15	\$ 430.69
76609	IDENTICARD/JAM PLASTICS	#6314737953 DTD 1/5	\$ 1,129.15
76610	INSIGHT	#10074847 DUE 2/5	\$ 665.56
76611	JUSTICE WORKS YOUTH CARE INC	WC C & Y ACCT DTD 12/31	\$ 7,072.00
76612	KEENAN & ASSOCIATES	INSTALLMENT #11	\$ 986.15
76613	LACKAWANNA COLLEGE	MARK STEELMAN 4/18-4/19	\$ 60.00
76614	LACKAWANNA X-RAY, LLC	DEREK DEGROAT	\$ 500.00
76615	MICHAEL LEHUTSKY ESQ	GABRIEL THRU 12/15	\$ 503.75
76616	LEXISNEXIS RISK DATA MANAGEMENT INC	#1238114 DEC SERVICE	\$ 150.00
76617	MARLIN LEASING	#1255904 DUE 2/5	\$ 27.33

76618	LYNN & CLARE MARKS	FC DECEMBER	\$	1,804.05
76619	MASTERCARD	XXXXX9355 DUE 2/6	\$	197.81
76620	TOM McDONNELL	OCT,NOV,DEC TRAVEL EXP	\$	103.50
76621	MEAGHER LAW, INC	2016 SOLICITOR SHERIFF	\$	750.00
76622	MEDTOX LABORATORIES INC	INV DTD 12/31	\$	481.30
76623	SAMANTHA J MYERS	SERVICES 12/28-1/18	\$	120.00
76624	NORTHEAST CHAPTER AAP	CONT EDU FOR USPAP	\$	800.00
76625	NOLANS AUTO BODY	WCD C & Y 2016 FORD FUSION	\$	1,733.71
76626	NORTHERN TIER RESEARCH INC	P CASTELLANO DTD 8/14	\$	2,975.00
76627	ROSENCRANSE ENTERPRISE INC	INV DTD 11/3	\$	525.00
76628	ONE POINT	#9718 DUE 2/11	\$	135.74
76629	PA CHIEFS OF POLICE ASSOCIATIONS	2016 LIVESXCAN/CPIN AMINT	\$	7,100.00
76630	PA ASSOC OF COURT MANAGEMENT	2016 DUES NICOLE HENDRIX	\$	175.00
76631	PA TREATMENT & HEALING	DELINQ DAY TRATMNT DECEMBER	\$	10,759.75
76632	PA TURNPIKE COMMISSION	REPLENISH #1012554	\$	75.00
76633	PCCJPO	F DENTE & H HILLER REGISTRATIO	\$	645.00
76634	PENNSYLVANIA FORENSIC ASSOCIATES	DELINQ COUNSELING DEC	\$	1,587.82
76635	PENN STATE EXTENSION	4TH Q APPROPRIATION 2015	\$	10,925.00
76636	PENTELEDATA	#3004815 DUE 1/29	\$	2,200.00
76637	PITNEY BOWES GLOBAL FINANCIAL SERVICES	#1866831 DUE 2/6	\$	42.74
76638	US POSTMASTER SERVICE	NOTICE FOR FEBRUARY SALE	\$	234.00
76639	PPL ELECTRIC UTILITIES	#6442429296 DUE 2/8	\$	11,494.82
76640	PREVENTATIVE AFTERCARE, INC	INDEPENDENT LIVING DEC	\$	10,861.88
76641	PROFESSIONAL EMERG CARE, PC	JAMES DAVIS 12/2	\$	673.68
76642	PA STATE CORONERS ASSOC	WAYNE COUNTY ASSESSMENT FEE	\$	590.00
76643	QUALITY PRINTING & COPYING	RUBBER STAMPS	\$	186.89
76644	REDWOOD TOXICOLOGY LABORATORY	#114681 DEC SERVICE	\$	146.21
76645	RS MEANS COMPANY, LLC	CONSTRUCTION COST DATA 2016	\$	224.99
76646	WARREN SCHLOESSER ESQ	4TH Q SOLICITOR 2015 TAX CLAIM	\$	385.00
76647	SHI INTERNATIONAL CORP	#1054819 DTD 12/14	\$	12,765.84
76648	THE SOUTH CANAAN TELEPHONE CO	#WAYNE COUNTY COURTHOUSE 2/2	\$	312.00
76649	STAPLES ADVANTAGE	#B03510 DUE 2/1	\$	18.29
76650	STAR12	WEBINAR TRAINING 1 YR SUBSCRIP	\$	349.00
76651	STARR UNIFORM CENTER	MIRIURA	\$	845.34
76652	MARIANNE THORPE	2015 TAX COLLECTOR EXPENSES	\$	61.83
76653	THOMSON REUTERS-WEST PUBLISHING CORP	#1004859328 DUE 1/31	\$	2,229.85
76654	TOPP BUSINESS SOLUTIONS	#AA8746 DUE 1/11	\$	393.57
76655	TYLER BUSINESS FORMS	#210/226 TAX FORMS	\$	345.83
76656	TYLER TECHNOLOGIES INC	ADM SUPPORT 2/6-2/5/17	\$	4,606.42
76657	VERIZON	#7171946309 DUE 2/1	\$	4,410.35
76658	VERIZON WIRELESS	#542017927-00001 DUE 1/28	\$	204.08
76659	VIGILNET	DECEMBER MONITORING	\$	936.00
76660	THE WAYNE INDEPENDENT	#01100160 000 NOTICE	\$	221.33
76661	WAYMART MASONIC HALL ASSOCIATION	RENT 1/1-3/31	\$	525.00
76662	WAYNE MEMORIAL HOSPITAL	TODD WIGNALL 11/16	\$	3,471.31
76663	WAYNE MEMORIAL COMMUNITY	THOMAS BROWN 12/8	\$	278.10
76664	WAYNE MEMORIAL HOSPITAL PHYSICIANS	JAMES MAHER 6/3	\$	190.18
76665	W C HEALTH BENEFIT FUND	HEALTH PAYMENT	\$	58,000.00
76666	W C JUVENILE PROBATION PETTY CASH	TRAVEL EXP 1/12	\$	89.21
76667	THE WHITE MILLS FIRE DEPARTMENT	RICAHRD LOVELL 10/24	\$	391.17
76668	WILLIAM PENN PRINTING CO	PETITIONS	\$	109.91
Total			\$	<u>953,722.59</u>

WEEKLY VOUCHER REPORT FROM 1/21/2016 TO 1/21/2016

VOUCH	VENDOR	DESCRIPTION	AMOUNT
583	WAYNE COUNTY COMMISSIONERS	01/08/2016 PAYROLL	55,558.86
584	BAYADA HOME HEALTH CARE	DEC 2015 ID HOME & COMM HAB BASE SERVICES	277.20
585	JENNIFER MALAK	JAN 2016 EI PT BASE SERVICES	127.04
586	MARY J. CARDINAL	DEC 2015 EI SNI VISION BASE SERVICES	279.90
587	CARE FOR PEOPLE PLUS, INC.	JAN 2016 ID HOME & COMM HAB BASE SERVICES	1,175.04
588	COMMUNITY VOCATIONAL SERVICES, INC.	DEC ID EMPLOYMENT AND HOME & COMM HAB BASE	1,787.77
589	HUMAN RESOURCES CENTER, INC.	DEC 2015 ID TRANSPORTATION BASE SERVICES	61.80
590	NORTHWESTERN HUMAN SERVICES	DEC 2015 ID SPECIALIZED SUPPORTS	240.66
591	KAREN RICKERT	JAN 2016 EI SNI BASE SERVICES	251.91
592	UNITED CEREBRAL PALSY	DEC 2015 EI SNI BASE SERVICES	335.88
593	PACA MH/DS	PACA MH/DS - 2016 MEMBERSHIP DUES	4,908.00
594	PPL	ELECTRIC UTILITIES CHARGES - DIC & PR	75.07
595	STEP BY STEP	DEC 2015 BH HOUSING SUPPORT SERVICES	16,687.78
596	HUMAN RESOURCES CENTER, INC.	NOV 2015 BH VOC REHAB SERVICES (WORK ACTIVITIES)	1,457.82
597	HUMAN RESOURCES CENTER, INC.	NOV 2015 BH EMPLOYMENT SERVICES	832.63
598	HUMAN RESOURCES CENTER, INC.	NOV BH SOCIAL REHAB & SUPPORTED EMPLOYMENT	1,538.80
599	HUMAN RESOURCES CENTER, INC.	NOV 2015 BH TRANSITIONAL LIVING SERVICES	22,903.59
600	HUMAN RESOURCES CENTER, INC.	NOV 2015 BH VOC REHAB SERVICES (TRANSPORTATN)	556.20
601	CENTRAL WAYNE REGIONAL AUTHORITY	DEC 2015 SERVICE - FAIR AVE APTS	190.00
602	PACA MH/DS	PACA MH/DS - 2016 SCO ASSOCIATE DUES	500.00
			\$109,745.95

HSA WEEKLY VOUCHER REPORT FROM 1/21/2016 TO 1/21/2016

VOUCH	VENDOR	AMOUNT	DESCRIPTION
1209	MA client W.D.	\$29.76	MA client travel - Dec 2015 & Jan 2016
1210	MA client S.G.	\$16.32	MA client travel - Nov & Dec 2015
1211	MA client C.G.	\$149.04	MA client travel - Dec 2015

1212	MA client L.L.	\$46.32	MA client travel - Dec 2015 & Jan 2016
1213	MA client A.L.	\$116.16	MA client travel - Dec 2015
1214	MA client M.M.	\$70.08	MA client travel - Nov & Dec 2015
1215	MA client N.N.	\$53.04	MA client travel - Dec 2015
1216	MA client K.M.	\$7.92	MA client travel - Dec 2015
1217	MA client K.R.	\$160.80	MA client travel - Dec 2015
1218	MA client J.S.	\$266.40	MA client travel - Dec 2015 & Jan 2016
1219	MA client M.T.	\$154.56	MA client travel - Dec 2015
1220	MA client J.V.	\$95.40	MA client travel - Nov & Dec 2015
1221	CENTRAL WAYNE REGIONAL AUTH.	\$47.50	Sewer bill, D&A, Dec 2015
1222	HIGHHOUSE OIL COMPANY	\$4,549.24	Monthly gasoline bills - Dec 2015
1223	INSIGHT PUBLIC SECTOR	\$175.00	1 Plantronics headset, SThorpe
1224	K & D FACTORY SERVICE	\$323.14	Check & replace Inf switch, Aging steam table
1225	K-MART	\$20.99	New coffeemaker - D&A
1226	MARCHET'S GARAGE	\$764.31	Rear brake pads, rotors, backup alarm, etc. #67
1227	NATIONAL ASSOCIATION OF AAA	\$1,545.00	n4a membership dues for Wayne Co AAA for 2016
1228	THE NITTANY LION INN	\$813.78	Hotel -Oct 7-9 PASC Annual Conference
1229	THE NITTANY LION INN	\$153.56	Hotel -Oct 28-29 DUI Conference & Assoc meeting
1230	NE LASER TONER & COPIER SVC	\$219.80	Toners for HP LJ P1606 - CE278A
1231	PENN JERSEY PAPER CO.	\$4,032.87	Non-food kitchen supplies - Jan 12, 2016
1232	R-3 HARDWARE	\$339.98	2 - 12 gal compact humidifiers - Fiscal & Clerical
1233	STEPHENS PHARMACY	\$208.85	Monthly BHSI to pharmacy bills - Dec 2015
1234	JASMINKA SELIMOVIC	\$210.01	Uniform tops & pants
1235	SUSQUEHANNA SOFTWARE INC.	\$3,325.00	SC Tracker software plus 1st quarter maint fees
1236	WYNDHAM GETTYSBURG	\$286.38	Hotel - P4A Membership Mtg, PCoA Jt & PDA Qtr
1237	NANCY BIGLIN	\$100.29	Volunteer travel - Jan 2016 for SOC
1238	BONNIE LATOURETTE	\$56.30	Volunteer travel - Jan 2016 & addtl Nov 2015
1239	FAITH PHILLIPS	\$75.20	Volunteer travel - Jan 2016 for SOC
1240	DIRLAM BROS. LUMBER CO.	\$448.15	Keys, Maint van & ADC; roofing; shed; padlock
1241	VERIZON WIRELESS	\$5,242.54	Tablet line access bill includes 38 new tablets
1242	WAYNE COUNTY MHMR	\$18,795.75	Community Care Behaviorl Health - Jan w/Oct adj
1243	FCSP client G.D.	\$200.00	FCSP client supplies & services reimb - Nov 2015
1244	FCSP client L.G.	\$400.00	FCSP client services reimb - Dec 2015
1245	FFCSP client A.J.	\$200.00	FFCSP client services reimb - Dec 2015
1246	FFCSP client A.P.	\$398.00	FFCSP client services reimb - Nov & Dec 2015
1247	FFCSP client K.S.	\$500.00	FFCSP client services reimbursement - Dec 2015
1248	PP&L (TRANS)	\$111.55	Electric bill, Trans 12/4/15 - 1/6/16
1249	PP&L ELECTRIC (ADULT DAY CARE)	\$51.29	Electric bill, Adult Day Care 12/9/15 - 1/11/16
1250	PENNA POWER & LIGHT CO. (HNSDL)	\$2,440.00	Electric bill, Honesdale, 12/4/15 - 1/6/16
		\$47,200.28	

### Liquid Fuels

834 JAMES KENNEDY SNOW REMOVAL 1/13 \$ 705.00

### Capital Investment

1336 CENTRAL UNITED METHODIST CHURC 6 MONTHS PARKING SPACES \$ 3,198.00

### Tourism Promotion

563 ELISABETH MCCONNELL MILEAGE 1/13 \$ 19.32  
564 PENTELEDATA #3118929 DUE 1/29 \$ 59.95

### Offender Supervision

1061 GRANDJEAN & BRAVERMAN INC 1 YR SUPPORT PROBATION \$5,500.00

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

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Vicky J. Botjer, Chief Clerk