

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 Chairman Smith with Commissioner Joseph W. Adams and Commissioner Wendell R. Kay present.

The Commissioners were presented with copies of the minutes of the meeting held March 16, 2017. A motion was made by Commissioner Kay, seconded by Commissioner Adams and unanimous to approve the minutes of the said meeting.

Agenda

Scheduled to meet with the Commissioners: Employee recognitions; Stella Report – Steve Price, EMA Coordinator; DHS Renewal application and Civil Rights Compliance Questionnaire for CYS; Intellectual Disabilities contracts; Approval of Policy Manual for Wayne County Employees; Budget Amendment – ESG; Salary Board meeting; Payment of bills.

Correspondence and Communications

Received a letter from DEP stating their acceptance of the WMGR028 Renewal Application for the Wayco, Inc. asphalt plant in Palmyra Township.

Received a Notice of Tax Sale from Repository of Unsold Properties from the Wayne County Tax Claim Bureau.

Received a letter from Veronica Gibbons informing of her resignation as a County Caseworker 2 in Wayne County Children and Youth Services, effective March 10, 2017. A motion was made by Commissioner Kay, seconded by Commissioner Adams and unanimous to accept this letter.

Received a letter from the Prison Warden informing of the termination of Jason Busksbee as a Corrections Officer in the Wayne County Correctional Facility, effective March 1, 2017. A motion was made by Commissioner Adams, seconded by Commissioner Smith and unanimous to ratify the termination.

Received a letter from Marjorie Hiller informing of her resignation as a Clerk in the Wayne County Register and Records office, effective March 17, 2017. A motion was made by Commissioner Kay, seconded by Commissioner Adams and unanimous to accept this resignation.

Received a copy of the Legislative Bulletin from the County Commissioners Association of Pennsylvania, dated March 17, 2017.

Public Comment

There was no public comment.

New Business

The Commissioners recognized several employees for their years of service. The following employees were present for the recognition:

Patrick Robinson - 23 years
Susan Schroeder – 25 years

Cheryl Davies – 30 years
Donna Ace – 15 years

Recognized and absent from the meeting:

Lois Shuman – 30 years

Debra Wilson – 30 years

The Commissioners thanked those being recognized for their dedicated and faithful services to the County and its citizens.

March 23, 2017

Steve Price, EMA Coordinator, presented information pertaining to snow storm Stella. The state is gathering information on extraordinary costs from the seven approved counties in the northeast region. Based on these reports they will have further conversations with FEMA to determine if any state or federal reimbursement costs occur.

A motion as made by Commissioner Adams, seconded by Commissioner Kay and unanimous to authorize the Chairman to execute the Renewal Application and Civil Rights Compliance Questionnaire for Children and Youth Services annual renewal.

A motion was made by Commissioner Smith, seconded by Commissioner Adams and unanimous to execute contracts related to the Intellectual Disabilities program as follows:

- a) Melissa Cottone 2016/2017 – New Provider
- b) Human Resources Center 2016/2017 – add Medical Environment as a service – change B-1 rate sheet.
- c) St. Joseph's Center 2015/2016 Late Billing – consumer services addition.

The Chief Clerk presented the Policy Manual for County Employees which has been reviewed and updated. A motion was made by Commissioner Kay, seconded by Commissioner Adams and unanimous to approve the Policy Manual for County Employees, effective April 1, 2017, as presented.

The Chief Clerk presented a budget amendment request related to the Emergency Solutions Grant 15 (C000062471). A motion as made by Commissioner Adams, seconded by Commissioner Kay and unanimous to move \$4,864.01 from Homeless Prevention Services to Rapid Rehousing supports.

A motion was made by Commissioner Kay, seconded by Commissioner Smith and unanimous to approve Lisa Slish as an Administration Assistant in the Public Defender's office, effective March 27, 2017.

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 Adams and unanimous to approve Sherry Miller, Scott Miller and Veronika Rohrbach, as a Caseworker I in Children and Youth Services, effective April 10, 2017.

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 promote Bruce Negri, from Caseworker 1 to Caseworker 2 in Children and Youth Services, effective March 27, 2017.

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 Smith, seconded by Commissioner Adams and unanimous to promote Adam Thomas, from part-time to full-time Correctional Office in the Wayne County Correctional Facility, effective March 26, 2017.

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

The Commissioners' meeting resumed.

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Other Business

The Commissioners received a copy of the Treasurer's Report dated March 22, 2017.

A motion was made by Commissioner Adams, seconded by Commissioner Kay and unanimous to approve the following bills for payment, as presented, which includes Checks No. 83251 through 83278. 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
83251	AREA AGENCY ON AGING	TEFAP REIMBURSEMENT	\$ 845.76
83252	AMERICAN SAFETY & HEALTH INSTITUTE	WC CORRECTIONAL FACILITY ACCT	\$ 56.70
83253	KEVIN M BISHOP	FOOD FOR EMPLOYEES	\$ 131.38
83254	JOSEPH P CREMONA	J SWINTON 3/16	\$ 13.03
83255	DAVID L DECKER	CASTLE 3/13	\$ 27.50
83256	JESSICA M EBERT, ESQ	AMELIA ENSLIN THRU 2/18	\$ 448.50
83257	J C EHRlich CO INC	#4389763 DUE 4/2	\$ 85.00
83258	CHRISTOPHER FARRELL, ESQ	PD FEB	\$ 600.00
83259	GATEHOUSE MEDIA NEPA	#4406 RENEWAL	\$ 189.76
83260	HAWLEY PUBLIC LIBRARY	5K RUN TO READ	\$ 1,000.00
83261	HOWELL, HOWELL & KRAUSE	RE: CHILDREN & YOUTH	\$ 195.00
83262	KNOW INK	MAINT FEE DUE 4/13	\$ 2,000.00
83263	LANGUAGE LINE SERVICES	#9020907013 DTD 2/28	\$ 51.75
83264	LONG'S LAUNDRY EQUIPMENT, LLC	WASHER	\$ 8,200.00
83265	MARLIN LEASING	#1255904 DUE 4/5	\$ 27.33
83266	MEAGHER LAW, INC	ELTMAN 12/20	\$ 915.50
83267	MISSION CRITICAL PARTNERS, INC	#15-179 1/29-2/25	\$ 1,247.50
83268	M.M.M. WASTE REMOVAL INC	#WAYNE COUNTY DUE 3/22	\$ 158.40
83269	SALVATORE NARDOZZI, JR	ARBIYTRATOR 3/9	\$ 737.40
83270	NORTHEASTERN TOWING	WC DA ACCT E DUCKETT	\$ 195.00
83271	PA CONFERENCE OF STATE TRIAL JUDGES	2017 DUES	\$ 125.00
83272	PENTELEDATA	#3004815 DUE 3/29	\$ 2,200.00
83273	PPL ELECTRIC UTILITIES	#0793617160 DUE 4/7	\$ 6,314.78
83274	PPL ELECTRIC UTILITIES	#9425128006 DUE 4/10	\$ 2,661.65
83275	RECHNER LAW OFFICE	WC COURT OF CP THRU 1/23	\$ 78.00
83276	THOMSON REUTERS-WEST PUBLISHING CORP	#1000456700 DUE 3/31	\$ 4,303.73
83277	DANENE M VAN HORN	MARCH HAIRCUTS	\$ 52.00
83278	VERIZON	#7171946309 DUE 3/28	\$ 4,431.93
Total			<u>\$ 37,292.60</u>

WEEKLY VOUCHER REPORT FROM 3/23/2017 TO 3/23/2017

VOUCH	VENDOR	DESCRIPTION	AMOUNT
973	JENNIFER L. MALAK	MAR 2017 EI PT BASE SERVICES	158.80
974	THE ADVOCACY ALLIANCE	FEB 2017 IM4Q SURVEYS	3,169.68
975	HOME DEPOT CREDIT SERVICES	REPAIRS TO FAIR AVE APTS	9.45
976	ENTERPRISE FM TRUST	MONTHLY CO. VEHICLE LEASE AGREEMENTS	766.28
978	ZONES	LAPTOP/WINDOWS 10 PRO UPGRADE LICENSE	1,033.80
979	CUSTOM CURED LLC	PENS/PENCILS - EI	490.00
980	CARBON MONROE PIKE MH/DS PROGRAM	NE ADMINISTRATORS' MEETING ATTENDANCE	10.00
981	JBS, INC.	CONTRACT COPIER OVERAGE CHARGES	1,074.99
982	NHS PENNSYLVANIA	FEB 2017 SOC - ERNIE L.	3,123.32
983	CARDMEMBER SERVICE	LODGING, CONFERENCES, SUPPLIES, ETC.	710.31
984	CARE FOR PEOPLE PLUS, INC.	FEB & MAR 2017 ID HOME & COMM HAB BASE	2,563.28
985	NHS PENNSYLVANIA	FEB 2017 ID SPECIALIZED SUPPORTS BASE	103.14
986	PEDIATRIC SERVICES OF AMERICA, INC.	MAR 2017 ID HOME & COMM HAB BASE	70.33
987	HAMLIN SELF STORAGE LLC	ESG FUNDING - RR 2016 - MAR STORAGE FEES	53.00
988	SUSQUEHANNA SOFTWARE, INC.	QTR. MAINT./SC TRACKER EI & ID - APR - JUN	1,050.00
989	NORTHEAST COUNSELING ASSOCIATES, INC	FEB 2017 BH FAMILY BASED SERVICES	103.92
990	PPL	ELECTRIC UTILITIES - PARK ST PROPERTY	81.01
991	PPL	ELECTRIC UTILITIES CHARGES - DIC & PR	90.77
992	VERIZON	MONTHLY PHONE CHARGES - DIC & PR	152.99
993	NHS PENNSYLVANIA	FEB 2017 BH CRISIS, ESS & PR SERVICES	11,308.18
994	J. SHAFFER PLUMBING ELECTRICAL & HEATING	FURNACE REPAIRS - 6TH ST APTS	150.00
995	WALMART BUSINESS	SUPPLIES	91.37
			\$26,364.62

HSA WEEKLY VOUCHER REPORT FROM 3/23/2017 TO 3/23/2017

VOUCH	VENDOR	AMOUNT	DESCRIPTION
1588	WAYNE COUNTY COMMISSIONERS	\$136,700.70	Payroll of 3/3/17
1787	MA client C.C.	\$16.56	MA client travel - Feb 2017
1788	MA client A.K.	\$84.72	MA client travel - Jan, Feb & Mar 2017
1789	ACCESSIBILITY ADVANTAGE LLC	\$2,324.00	Purch & install ramp w/handrails, Opts spec fds
1790	BOLD GOLD MEDIA	\$500.00	Radio ads - AAA, kitchen, Admin, Fiscal, C&Y, D&A, BH

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1791	COMFORT INN TOWANDA	\$562.44	Hotel, MLiuzzo & Lshumko- Tai Chi for Arthritis wkshop
1792	CROWNE PLAZA HARRISBURG	\$1,014.54	Hotel - Cornwell & Cornwell, Ombudsman Certification
1793	FIRMSTONE LAKEWOOD FUELS	\$537.15	Heating oil delivery, D&A - 3/21/17
1794	HARRISBURG HILTON AND TOWERS	\$470.64	Hotel - WMagann /Protective Services Basic Training
1795	HOME DEPOT CREDIT SERVICES	\$2,003.48	Monthly charge card bill - Mar 2017
1796	HONESDALE AUTO & TRUCK SUPPLY	\$98.91	Supplies to prep Aging building generator
1797	MAGUIRE ELECTRONICS	\$21.00	Monthly airtime for pager - Mar 2017
1798	MARCHET TRANSIT, INC.	\$100.00	Clear 71 Hamlin Hwy driveway of snow
1799	JOHN MULQUEEN	\$325.00	Storage Units 8 & 153, month 7, Apr 2017
1800	JOHN MULQUEEN	\$300.00	Storage Units 4 & 5, mo #15 rent, Apr 2017
1801	THOMAS V. MURRAY	\$450.00	Vehicle cleaning services - 3/11/17 & 3/17/17
1802	N.E. LASER TONER & COPIER SVC	\$280.65	Toner, Hamlin - Kyocera copier all-in-1 printer
1803	NPLS	\$501.50	Legal services for Nov 2016 & Feb 2017
1804	ODYSSEY SOFTWARE, INC	\$3,060.00	MS s/w upgrade annual GP enhancement plan
1805	OFFICE DEPOT	\$1,016.71	Ofc supplies - AAA, D&A, HBM, Fiscal, etc.
1806	PITNEY-BOWES GLOBAL FINCL SVCS	\$178.65	Qtrly equip rental 12/30/16- 3/29/17
1807	OLIVER PACKAGING & EQUIPMENT CO	\$67.44	HBM supplies - ribbon for printer, 3/8/17
1808	P4A	\$30.00	Reg - Magann & Slish, Person - Centered Counseling
1809	PA BEHAVIORL HEALTH & AGING COALITN	\$160.00	Reg.- MH 1st Aid - LGilbert, PNelson, MOrr, CDeGrazia
1810	THE PENN STATER	\$229.72	Hotel for CMyers for Feb 26-28 PASAP Annual Conf.
1811	PENNSYLVANIA STATE POLICE	\$16.00	Employee clearances - JPettit, DRiggs
1812	PENRAC	\$185.64	Car rental pymts - CMyers, CAbright - Feb
1813	PENN JERSEY PAPER CO.	\$3,380.14	Non-food kitchen supplies - Mar 8, 2107
1814	PITNEY-BOWES GLOBAL FINCL SVCS	\$56.19	Mo D&A postage machine rental - 3/1/17 - 3/29/17
1815	STEPHENS PHARMACY	\$1,166.28	Monthly BHSI to pharmacy bills - Feb 2017
1816	PPL ELECTRIC UTILITIES	\$161.33	Electric bill, 522 Church St, Hwly, Apt 2, 2/7/17 - 3/9/17
1817	PP&L ELECTRIC (ADULT DAY CARE)	\$82.80	Electric bill, Adult Day Care 2/7/17 - 3/9/17
1818	PP&L ELECTRIC (D&A)	\$115.56	Electric bill, D&A, 2/2/17 - 3/6/17
1819	STEVEN C. FICKEN	\$410.00	2 restroom light fixtures in Hawley ADC
1820	VILLAGE CARPET	\$220.00	Repair/replace overcleaned carpet - Aging 2nd floor
1821	WAL-MART COMMUNITY/RFCSELLC	\$98.30	Monthly charge cd pymt - Feb 2017
1822	WAYNE BANK CARDMEMBER SERVICE	\$992.68	Monthly charge card payment - Feb 2017
1823	WAYNE COUNTY MHMR	\$25,028.95	Community Care Behavioral Health - Mar 2017
1824	WYNDHAM GETTYSBURG	\$286.38	Hotel- HCobb for 2017 LTC Ombudsman Annual conf.
1825	JACQUELINE COLE	\$2.70	Staff travel - Feb 2017
1826	JOSH HOFFMAN	\$41.19	Staff travel - Mar 2017
1827	FCSP client D.S.	\$200.00	FCSP client supplies & services reimb. - Feb 2017
1828	IATB CONSULTING, INC.	\$500.00	Reg.-Liuzzo & Shumko / Tai Chi for Arthritis wkshop
1829	DEBRA BIRTEL	\$75.00	Driver's tip- Apr 19 Silver Birches luncheon/show trip
1830	ALLIED IN-HOME SVCS (PERS CARE)	\$17,882.64	Personal care & home support - Feb 2017
1831	AUTOMATED SECURITY ALERT INC	\$275.00	Pers units - Feb 2017, 11 consumers
1832	CAREGIVERS AMERICA LLC	\$30,552.48	Personal care & home support & PERS fee - Feb 2017
1833	CONNECT AMERICA	\$740.00	PERS for Feb 2017
1834	GUARDIAN HOME & COMMUNITY SVCS	\$3,384.65	Personal care & home support - Feb 2017
1835	HOME INSTEAD SENIOR CARE	\$3,866.78	Personal care & home support - Feb 2017
1836	INSIGHT PUBLIC SECTOR	\$58.00	MS wireless keyboard & mouse - M.Allen
1837	NORTHEAST ACCESSIBILITY LLC	\$2,800.00	16 ft ramp for Option Special Funding cons D.G.
1838	NORTHEAST MED-EQUIP	\$805.00	PERS units for consumers - Feb 2017
1839	TIGER TOURS INC.	\$700.00	Charter fee, Apr 19 bus, Silver Birches dinner/show
1840	ZONES	\$727.00	CS530 wireless headset; Adobe Acrobat Std 2015 license
		\$245,844.50	

Liquid Fuels

875	STEPHEN J KNASH PE	TRAVEL EXP/TRAINING EXP	\$ 692.94
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Hazmat

698	H.T.MAUS INC	#12797 DODGE RAM	\$ 340.85
698	H.T.MAUS INC	#12797 FORD PICKUP	\$ 131.95

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

Vicky J. Botjer, Chief Clerk