

Honesdale, Pennsylvania

March 31, 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 March 24, 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: Recognition of Employees; Enterprise Fleet Management – Fleet Vehicle Replacement Program; Certificate of Congratulations – Girl Scout Gold Award; Children and Youth Services DHS Application and Civil Rights Compliance licensing; Federal Transit Administration Certification and Assurances; Proposals – Commissary & Auxiliary Equipment for Wayne County Correctional Facility; Salary Board meeting; Payment of bills.

### Correspondence and Communications

Received notification from Kiley Associates, LLC informing that Scott Township is applying for General Permit #7 “Minor Road Crossings” from the Department of Environmental Protection for the Falls Road Culvert Replacement.

Received a copies of letters sent to legislators by the Uppers Delaware Council regarding accessible 911 Communication service in the Uppers Delaware River National Park.

Received notification that the Settlers’ Inn is applying for General Permit #7 “Minor Road Crossings” from the Department of Environmental Protection for installing a culvert along the old D&H Canal Towpath in Hawley Borough.

The Commissioners received a letter from Gwen Eisenhauer informing that she is resigning from her position as a Corrections Officer in the Wayne County Correctional Facility, effective March 24, 2016. A motion was made by Commissioner Kay, seconded by Commissioner Fritz and unanimous to accept this letter.

### Public Comment Period

There was no public comment.

### New Business

The Commissioners recognized county employees for their years of service and dedication to the County. The following employees were recognized and thanked for their service:

Charlotte Myers	20 yrs	Lisa Borthwick	20 yrs
Craig Rickard	25 yrs	Debbie Varcoe	30 yrs
Kate Magalski	28 yrs	John McCormick	32 yrs

The Chief Clerk presented information for the County to proceed with an agreement with Enterprise Fleet Management for a County fleet vehicle replacement program. A motion was made by Commissioner Smith, seconded by Commissioner Fritz and unanimous to approve and authorize the Chief Clerk to execute all documents.

A motion was made by Commissioner Smith, seconded by Commissioner Fritz and unanimous to execute a Certificate of Congratulations for Rebecca Kinzinger on her achieving the Girl Scout Gold Award.

March 31, 2016

A motion was made by Commissioner Kay, seconded by Commissioner Fritz and unanimous to authorize the Chairman to execute the Wayne County Children and Youth Services licensing application and Civil Rights Compliance forms.

A motion was made by Commissioner Fritz, seconded by Commissioner Kay and unanimous to authorize the Chairman to execute the Federal Transit Administration Certification and Assurances for PADOT transit funding.

The Chief Clerk requested that 3 proposals were received for commissary services at the Wayne County Correctional Facility:

Trinity Services Group	Keefe Commissary Network
Oasis Commissary Services	

The committee has reviewed the proposals and recommends Keefe Commissary Network as having the best proposal. A motion was made by Commissioner Fritz, seconded by Commissioner Smith and unanimous to authorize negotiations with Keefe Commissary Network for a contract.

A motion was made by Commissioner Kay, seconded by Commissioner Smith and unanimous to approve Bridget Simons, as a part-time Parks and Recreation Assistant, effective April 4, 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 Fritz, seconded by Commissioner Kay and unanimous to approve Claud Neer, as a full-time Deputy Sheriff in the Sheriff's Department, effective April 4, 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 Smith, seconded by Commissioner Fritz and unanimous to approve the promotion of Wendy Miller, to Food Service Worker 2 in the Wayne County Dietary Department, effective April 4, 2016.

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

The Commissioners' meeting resumed.

Other Business

The Commissioners received a copy of the Treasurer's Report dated March 30, 2016.

A motion was made by Commissioner Fritz, seconded by Commissioner Smith and unanimous to approve the following bills for payment, as presented, which includes Checks No. 77685 through 77883. 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
40	EXPRESS SCRIPTS, INC	#KX5 FEB STEP THERAPY	\$346.15
77685	CROWNE PLAZA HOTEL	NICK SANSEVERINO 3/29-4/1	\$291.00
77686	TO 77773 JUROR	JUROR MARCH 2016 TERM	\$1,765.86
77774	WAYNE COUNTY EMPLOYEE	MARCH DEDUCTIONS	\$134,106.09
77775	WAYNE COUNTY GENERAL FUND	PR TRANSFER FOR PR 4/1	\$571,226.08
77776	DEBBIE ACE	SA MARCH	\$837.00
77777	ALL QUALITY ALUMINUM FNDR	#WCV100 DTD 3/8	\$342.00
77778	AQUA PA	#0015181921083115 DUE 4/8	\$2,416.42
77779	ATLANTIC TOMORROWS OFFICE	LSAP #89998 5/13/16-5/12/17	\$1,790.00
77780	AT & T	#0192771763001 DUE 4/11	\$65.44

77781	JEFFREY & CHRISTINE AVEY	SA MARCH	\$961.00
77782	AMY BASS	TRAVEL EXP 3/9-3/11	\$186.36
77783	BIMBO FOODS, INC	#6900806999999 DUE 3/26	\$215.39
77784	BLAUER TACTICAL SYSTEMS INC	INV DUE 4/1	\$1,190.00
77785	BOGNET INC	PARK ST BOILER STAIR #1	\$30,231.28
77786	BLUE RIDGE COMMUNICATIONS	#0304585-01 DUE 4/6	\$150.68
77787	BUNNELL WASTE REMOVAL INC	DUMPSTER FOR C & Y FAMILY	\$320.00
77788	BUREAU OF ELECTIONS	REIMBURSE PETTY CASH	\$67.57
77789	JOSEPH BURNS	SA MARCH	\$837.00
77790	JAMES R CHAPMAN	TRAINING EXP 3/23	\$10.80
77791	CHEAPER THAN DIRT	#6867195 DUE 3/31	\$444.39
77792	JON COSTELLO	WITNESS EXPENSES	\$35.20
77793	COUNTY OF NORTHAMPTON	JUV DET & RES DELIQ	\$10,000.00
77794	ANTHONY & BONNIE DECKER	SA MARCH	\$837.00
77795	DECKER'S DAIRY	MARCH MILK	\$1,522.83
77796	DE LAGE LANDEN FIN SERVICES	#54444 DUE 4/15	\$213.43
77797	WENDY DERRICK	SA MARCH	\$837.00
77798	DICK PALMER & SONS	#5835 DTD 3/17	\$23.80
77799	DEBRA DOYLE	MILEAGE 3/21-3/23	\$122.98
77800	DOMESTIC RELATIONS ASSOC OF PA	2016 DUES 9 R MEM & 2 ASSOC ME	\$210.00
77801	EARTHLINK BUSINESS	#3013429 DUE 4/11	\$4,150.82
77802	EASTERN PROPANE	#WAYNC01 DTD 3/14	\$432.59
77803	BRAD ELLSWORTH	MILEAGE 3/24	\$23.10
77804	COLLEEN & TIMOTHY FILA	SA MARCH	\$837.00
77805	FIRMSTONE LAKEWOOD FUELS	#2419-1 DELIVERED3/22	\$321.35
77806	FOUNDATIONS BEHAVIORAL HEALTH	FC FEB	\$2,262.00
77807	HEATHER FRAZIER & JOSHUA BFREHA	SA MARCH	\$1,147.00
77808	JACK FRUCHTMAN	INTERPRETER FEE 3/3	\$150.00
77809	GATEHOUSE MEDIA NEPA	#16586 DTD 3/19	\$393.46
77810	GEO T BISEL CO, INC	#199900 INV DTD 3/15	\$178.70
77811	GEO W KINSMAN INC	#W00072 DTD 3/15	\$1,275.92
77812	JOSEPH & NICOLE GRANVILLE	SA MARCH	\$1,674.00
77813	MICHAEL & CAROL GREGORY	SA MARCH	\$837.00
77814	MICHAEL & ANNIE GROFF	SA MARCH	\$837.00
77815	GUARDIAN CSC	#07-WAYNE SERVICE 11/17	\$250.00
77816	BONNIE HAYTER & RICHARD MARTZEN	SA MARCH	\$837.00
77817	JOHN & LINDA HENSZ	SA MARCH	\$2,511.00
77818	RICHARD B HENRY ESQ	AMUNDSON THRU 2/26	\$448.50
77819	HIGHMARK BLUE SHIELD	#1165121003 MAR CLAIMS	\$38,114.42
77820	HIGHHOUSE ENERGY	#49230-2 DELIVERED 3/17	\$301.40
77821	KARL & JENNIFER HINDS	SA MARCH	\$1,882.32
77822	HONESDALE AGWAY	#700557 DTD 3/24	\$56.69
77823	HONESDALE AUTO & TRUCK SUPPLY CO	#1291 DTD 3/24	\$15.00
77824	KARLA HORST/MICHAEL CONSOLE	SPLC MARCH	\$1,674.00
77825	PETER HOWER	TRAVEL EXP 3/14-3/17	\$85.88
77826	INSIGHT	#10074847 DUE 3/31	\$16,003.04
77827	J & C AWARDS PLUS	PLASTIC ENGRAVED PLATE	\$6.40
77828	JENNIFER & JEFFREY JOHNS	SA MARCH	\$837.00
77829	KELLY KYZER	CCAP TRAINING EXP	\$173.21
77830	TRACY & PAUL LAMBERTON	FC MARCH	\$1,004.34
77831	LINDSEY LAWN & GARDEN INC	#51671 DTD 3/23	\$133.07
77832	LAKE WALLENPAUPACK WATERSHED	1ST Q 2016 APPROPRIATIONS	\$8,000.00
77833	MAGUIRE ELECTRONICS	#1M4599 DUE 4/9	\$60.00
77834	MARSHALL MACHINERY INC	#25845 DTD 3/16	\$523.64
77835	JOHN & HEATHER MAY	SA MARCH	\$837.00
77836	MCI COMM SERVICE	#2DF81923 DUE 4/9	\$232.14
77837	MEAGHER LAW, INC	L SANDERS THRU 2/26	\$526.00
77838	ROBIN & MARK MEAD	SA MARCH	\$2,975.07
77839	CINDY MENTZ	UNIFORM EXP	\$90.23
77840	DONALD & CHRISTINE MENCER	SA MARCH	\$837.00
77841	MICROBAC LABORATORIES, INC	#1M18471 DUE 4/25	\$25.00
77842	STACEY MIZWINSKI	MARCH MILEAGE	\$11.72
77843	EDWARD & LAURA MOORE	SA MARCH	\$1,674.00
77844	NEW HORIZONS COMPUTER	#WAYNE COUNTY ACCT DUE 2/29	\$790.00
77845	NORTHWESTERN HUMAN SERVICES	RESID DELQ FEB	\$7,018.00
77846	PACDL	B ELLIS 2016 DUES	\$352.50
77847	AUSTIN & SUSAN PAGANO	SA MARCH	\$837.00
77848	PA TREATMENT & HEALING	DAY TREATMENT DELIQ FEB	\$12,019.75
77849	KAREN & AL PATALONA	SPLC MARCH	\$837.00
77850	PA CONFERENCE OF STATE TRIAL JUDGES	2016 DUES	\$155.00
77851	CHERYL & RANDY PEIFER	SA MARCH	\$837.00
77852	PENELEC	#100076689239 DUE 4/12	\$153.49
77853	PENTELEDATA	#1697707 DUE 4/12	\$1,175.95
77854	MARY PLEVYAK	2/29 HEARING	\$161.75
77855	PPL ELECTRIC UTILITIES	#07936-17160 DUE 4/11	\$7,010.92
77856	PPL ELECTRIC UTILITIES	#3366278009 DUE 4/11	\$5,813.93
77857	PPL ELECTRIC UTILITIES CORP	#017200 RENT ATTACHMENTS	\$584.75
77858	PREVENTATIVE AFTERCARE, INC	IL DELIQ/DEP FEB	\$9,869.28
77859	ANTHONY RANALLI & CASEY CHANDLER	SA MARCH	\$837.00
77860	MEGAN & SEAN REAGER	SA MARCH	\$1,674.00
77861	REDWOOD TOXICOLOGY LAB, INC	#114681 DTD 3/14	\$305.73
77862	SABRINA REYNOLDS	WITNESS EXPENSES	\$52.80
77863	MICHAEL & JENNA RUSSELL	SA MARCH	\$1,209.00
77864	LISA SALAK	TRAINING EXP 3/23	\$10.00
77865	WARREN SCHLOESSER ESQ	FEB CUSTODY MASTER	\$1,675.00
77866	JONATHAN & LORIE SHEARD	SA MARCH	\$2,511.00

77867	PATRICK SHIELDS	SA MARCH	\$837.00
77868	DANA SINOPOLI	SERVICE 3/14-3/15	\$5,562.59
77869	TASC	FSA ADM FEES 3/1-5/31	\$855.00
77870	TELEMEDICINE MANAGEMENT, INC	APRIL MEMBERSHIP FEE	\$1,865.00
77871	THOMSON REUTERS-WEST PUBLISHING CORP	#1000688379 DUE 4/8	\$134.00
77872	TOWER SERVICES UNLIMITED INC	RELGN MICRO HDLE & ARARAT TOWE	\$20,050.00
77873	TYLER TECHNOLOGIES INC	#4747 YRLY MAINT	\$23,775.30
77874	UGI PENN NATURAL GAS	#915602297174 DUE 4/21	\$6,527.89
77875	VECTOR SECURITY INC	#5029030 DUE 3/31	\$407.10
77876	VERIZON	#5702534912 DUE 4/11	\$1,876.78
77877	VERIZON WIRELESS	#94201129100001 DUE 4/7	\$762.70
77878	ROBERTA WALCOTT	SPLC MARCH	\$1,147.00
77879	WAYNE PIKE WORKFORCE ALLIANCE	LSA INVOICE #2	\$3,611.00
77880	W C JUVENILE PROBATION PETTY CASH	I PAD CASE	\$21.08
77881	WEDCO	2ND Q 2016 APPROPRIATION	\$28,750.00
77882	WILSON LAW, PC	CM CASE/MILLER THRU 3/24	\$2,325.00
77883	ZEE MEDICAL SERVICE CO	#0287750 DTD 3/22	\$26.08
Total			<u>\$1,010,672.13</u>

WEEKLY VOUCHER REPORT FROM 3/31/2016 TO 3/31/2016

VOUCH	VENDOR	DESCRIPTION	AMOUNT
837	KAREN E. RICKERT	MAR 2016 EI SNI BASE SERVICES	447.84
838	QUILL	OFFICE SUPPLIES	365.60
839	THE ADVOCACY ALLIANCE	FEB 2016 IM4Q SURVEYS	3,019.68
840	THE ADVOCACY ALLIANCE	FEB 2016 ID REP PAYEE SERVICES	139.63
841	THE ADVOCACY ALLIANCE	FEB 2016 BH REP PAYEE SERVICES	315.00
842	PPL	ELECTRIC UTILITIES CHARGES - FAIR AVE APT D	127.67
843	VERIZON	PHONE CHARGES - DIC & PR	141.95
844	COUNTY WASTE	APR 2016 TRASH SERVICE - FAIR AVE APTS	40.00
845	WALMART BUSINESS	MISC SUPPLIES	186.44
846	BLUE RIDGE COMMUNICATIONS	MONTHLY CABLE & INTERNET SERVICES - DIC & PR	135.68
847	GEG REAL ESTATE LLC	APR 2016 RENT - DIC & PR	2,500.00
848	LEE S. KRAUSE	APR 2016 RENT - 6TH ST APTS	2,504.00
849	UGI PNG	HEATING CHARGES - DIC & PR	239.88
850	JOHN MALTI	ESG FUNDING APPROVAL - RR 2014 - APR RENT	350.00
851	INSIGHT PUBLIC SECTOR, INC.	FOUR (4) HP ELITEBOOKS	3,636.28
852	THE ADVOCACY ALLIANCE	FEB 2016 ID HOME & COMM HAB BASE SERVICES	458.75
853	CARE FOR PEOPLE PLUS, INC.	MAR 2016 ID HOME & COMM HAB BASE SERVICES	1,765.20
854	CAREGIVERS AMERICA, LLC	MAR 2016 ID HOME & COMM HAB BASE SERVICES	631.62
855	HUMAN RESOURCES CENTER, INC.	ID TRANSPORT., PRE-VOC, RESPITE, & HOME & COMM	977.43
856	LEE S. KRAUSE	RESIDENT HEATING, SEWER RENTAL, REPAIRS - 6TH ST	612.34
857	B&B DODGE, INC.	REPAIRS TO COUNTY VEHICLE #211	243.40
858	WEDCO	WEDCO ANNUAL MEETING REGISTRATION - CINDY M.	85.00
859	CHERRY HILL MOBILE HOME COURT	ESG FUNDING APPROVAL - HP 2015 - APR 2016 RENT	300.00
860	CHERRY HILL MOBILE HOME COURT	ESG FUNDING APPROVAL - HP 2014 - RENTAL ARREARS	33.15
861	CHERRY HILL MOBILE HOME COURT	ESG FUNDING APPROVAL - HP 2015 - RENTAL ARREARS	771.85
			\$20,028.39

HSA WEEKLY VOUCHER REPORT FROM 3/30/2016 TO 3/30/2016

VOUCH	VENDOR	AMOUNT	DESCRIPTION
1300	WAYNE CO COMMISSIONERS	\$119,867.85	Payroll of 1/8/16
1301	WAYNE CO COMMISSIONERS	\$126,989.18	Payroll of 1/22/16
1302	WAYNE CO COMMISSIONERS	\$121,656.23	Payroll of 2/5/16
1498	WAYNE CO COMMISSIONERS	\$12,786.90	Worker's & Unemployment Comp, FY 15-16
1499	WAYNE CO COMMISSIONERS	\$123,991.99	Payroll of 2/19/16
1500	WAYNE CO COMMISSIONERS	\$120,576.56	Payroll of 3/4/16
		\$625,868.71	

HSA WEEKLY VOUCHER REPORT FROM 3/31/2016 TO 3/31/2016

VOUCH	VENDOR	AMOUNT	DESCRIPTION
1706	LEE C. KRAUSE	\$1,950.00	Professional fees - Apr 2016
1707	MAURICE F. & JEAN M. MEAGHER	\$1,800.00	Monthly Rent - Apr 2016
1708	SALEM TOWNSHIP SUPERVISOR	\$1,050.00	Monthly maint, repair & trash - Apr 2016
1709	SUTTER MANAGEMENT CO. INC.	\$3,066.18	Monthly rent - Apr 2016
1710	A & A AUTO STORES	\$64.44	3 dozen bottles windshield washer fluid 3/28/16
1711	AQUA PENNSYLVANIA	\$63.00	Water bills, 2/17/16 - 3/17/16, Hawley & Adult Day Care
1712	MARRIOTT COURTYARD STATE COLLEGE	\$247.38	Hotel/ PPTA Safety & Rural Transit Training
1713	CSI MATERIAL HANDLING, INC	\$850.00	Forklift training 3/10
1714	DAVES SUPER DUPER	\$9,767.26	Easter Bags 3/21/16 less 0.10 adjustment
1715	EARTHLINK BUSINESS	\$679.42	Phone - Hwly, Hnsdl, Prot Svcs, Hamlin, I&R & Trans
1716	GUMBLE BROTHERS INC	\$15.92	Keys for new kitchen door lock - Hawley center 3/15/16
1717	HOTEL WAYNE	\$696.50	7 nights Mar 11-17th, R.K. via HAP Emergency Shelter
1718	MAGUIRE ELECTRONICS	\$21.00	Monthly airtime for pager - Apr 2016
1719	MAR-CHET'S GARAGE	\$614.36	I/B raised switch, bus #48; ramp hinges & muffler, van #32
1720	NORTHEAST LASER TONER & COPIER SVC	\$394.65	Toner - AWhyte, KMagalski, LGuiser, HKelly,
1721	OFFICE DEPOT	\$284.32	Office supplies - Aging restock, Fiscal, Maintenance
1722	OLIVER PACKAGING & EQUIPMENT CO	\$357.95	HBM supplies - ribbon & labels, 3/21/16

1723	P4A	\$16.00	Reg fee /Person-Centered Counseling Training
1724	PACDAA - AR	\$175.00	Registration fee for 2016 Membership Meeting
1725	PA BEHAVIORAL HEALTH & AGING COALITN	\$35.00	Reg fee-Substance abuse & Meds Misuse/Older Adults
1726	PITNEY-BOWES-PURCHASE POWER	\$1,008.50	Aging postage meter refill - Mar 18
1727	PITNEY-BOWES	\$178.65	Qtrly equip rental 12/30/15 - 3/30/16
1728	PP&L (TRANS)	\$101.22	Electric bill, Trans 2/4/16 - 3/7/16
1729	PPTA	\$200.00	Reg fees Train the Trainer for Ops Mgrs & Safety
1730	RAMADA INN - STATE COLLEGE	\$193.14	Hotel- IPS-PDA Social Media/Drug Training
1731	SHERATON HARRISBURG HERSHEY HOTEL	\$120.99	Hotel /Sturgis - 2016 PA Ombudsman Annual Dir Conf
1732	JACQUELINE STURGIS	\$160.00	Reimb /6 heaters, 3 shower heads & 1 shower chair
1733	SALVADOR C. TIRADO	\$2,016.73	Rebuild transmission, van #43
1734	UGI PNG	\$635.07	Gas bills, Hawley, Honesdale, & A.DayCare
1735	WASTE MANAGEMENT OF PA INC	\$239.00	Trash pickup, Honesdale & Hawley - Mar 2016, month 9
1736	ZEE MEDICAL SERVICES	\$23.86	Medical box supply replenishment, D&A, 3/9/16
1737	HELEN KELLY	\$68.70	Staff travel - Mar 2016
1738	PEGGY SIEPIELA	\$49.68	Staff travel - Mar 2016
1739	JEFFREY ZERECHAK	\$159.68	Staff travel - Mar 2016
1740	INSIGHT PUBLIC SECTOR	\$1,184.07	HP Elitebook laptop & MS Office software for SOC
1741	PA TREATMENT & HEALING (PATH)	\$18,663.00	Outpatient, intensive outpatient, jail svcs & PennFree- Feb
		\$47,150.67	

### Escheated

1019 COMMONWEALTH OF PA UNCLAIMED PROPERTY 2015 \$ 1,213.04

### Liquid Fuels

847 JOHN BONHAM ROAD EQ & SUPPLIES, INC #230084 DTD 3/9 \$ 23.00

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

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Vicky J. Botjer, Chief Clerk