

September 8, 2016

Honesdale, Pennsylvania

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 August 18, 2016. A motion was made by Commissioner Fritz, seconded by Commissioner Kay and unanimous to approve the minutes of the said meeting.

#### Agenda

Scheduled to meet with the Commissioners: Resolution 2016-09-08; Training Site Agreement with EMS; Adoption Assistance Agreement; Board reappointments – Housing and Redevelopment Authority; Salary Board meeting; Payment of bills.

#### Correspondence and Communications

Received a letter from South Canaan Township thanking the Commissioners for the letter of support they provided for the Local Share Account – Monroe County grant application. South Canaan has been notified that their grant was approved for \$191,664.

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

Received a letter from the PA Department of Agriculture enclosing the Agency Summary Report for USDA commodity activity for fiscal year July 1, 2015 to June 30, 2016.

Received notification from the PA Public Utility Commission that application was made for the alteration of the crossing where State Route 191, Chapel Street, and Brown Street crosses at grade the tracks of Delaware Lackawaxen & Stourbridge Railroad located in the Borough of Honesdale.

Received a copy of the Legislative Bulletin from the County Commissioners Association of Pennsylvania dated September 2, 2016.

Received notification that Waste Management of Pennsylvania, Inc. has made application with DEP for renewal of their NPDES Individual Permit for storm water runoff in Berlin Township.

Received a letter from Debbie Birtel informing that she is retiring from her position as Hamlin Senior Center Manager, effective October 14, 2016. A motion was made by Commissioner Fritz, seconded by Commissioner Kay and unanimous to approve this letter.

#### Public Comment Period

There was no public comment.

#### New Business

In 2011, Act 108 was approved by the Commonwealth that the County Commissioners had the option to abolish the Office of Jury Commissioner. At that time, Wayne County had decided to evaluate it after the Jury Commissioners next term. Per discussion with the Court and the current Jury Commissioners, the opinion was the work performed by this office can be absorbed within the Courts staff as well as having more effective technology. A motion was made by Commissioner Kay, seconded by Commissioner Fritz and unanimous to adopt Resolution 2016-09-08 abolishing the office of Jury Commissioner.

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Emergency Medical Services of Northeastern Pennsylvania asked for use of the Park Street Complex for Emergency Medical Technician training. A motion was made by Commissioner Smith, seconded by Commissioner Fritz and unanimous to approve the Training Site Agreement.

Two Adoption Assistance Agreements were presented on behalf of Wayne County Children and Youth Services. A motion was made by Commissioner Fritz, seconded by Commissioner Kay and unanimous to execute an Adoption Assistance Agreements as presented.

A motion was made by Commissioner Kay, seconded by Commissioner Smith and unanimous to approve Margaret Coccodrilli to a 5-year term on the Wayne County Housing Authority Board to expire on May 1, 2021.

A motion was made by Commissioner Kay, seconded by Commissioner Fritz and unanimous to appoint Margaret Coccodrilli to a 5-year term on the Wayne County Redevelopment Authority Board to expire on July 1, 2021.

The Commissioners had received verbal notification of Tom McDonnell's intent to retire as Director of Veterans Affairs. A motion was made by Commissioner Fritz, seconded by Commissioner Smith and unanimous to appoint Frank Muggeo, as Director of Wayne County Veteran's Affairs, effective September 8, 2016.

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At this time, the Commissioners 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 September 7, 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. 80305 through 80366. Also included in the motion to approve were checks from Behavioral and Developmental Programs/Early Intervention.

| Check | Vendor                                | Description                    | Amount               |
|-------|---------------------------------------|--------------------------------|----------------------|
| 80305 | PENNSYLVANIA CHAPTER AMERICAN         | DUES DTD 8/31                  | \$ 43.00             |
| 80306 | AQUA PA                               | #0015241301085615 DUE 9/19     | \$ 142.00            |
| 80307 | B.E.S.T. INC                          | WC ASSES DTD 8/29              | \$ 1,285.00          |
| 80308 | ROBERT BLUFF                          | SERVICE DTD 8/25               | \$ 13,140.00         |
| 80309 | BRYN MAWR CONFERENCE CENTER           | WC C & Y INV DUE 9/27          | \$ 1,000.00          |
| 80310 | COLONIAL LIFE                         | #E4230983 8/5, 8/19            | \$ 7,994.22          |
| 80311 | DIRLAM BROS LUMBER CO INC             | WAY350 DTD 9/1                 | \$ 197.94            |
| 80312 | EDWARDS BUSINESS SYSTEMS              | LZ0556 DTD 9/1                 | \$ 113.68            |
| 80313 | CHRISTOPHER FARRELL, ESQ              | PD AUG/TE DTD 8/23             | \$ 611.76            |
| 80314 | VIRGINIA FARRELL                      | AUGUST TRAVEL EXP              | \$ 21.41             |
| 80315 | FIRMSTONE TIRE & AUTO SERVICE STATION | INV. DTD 8/31                  | \$ 334.10            |
| 80316 | F.O.P. LODGE #37                      | INV DTD 8/16 HOWER             | \$ 55.50             |
| 80317 | FOX LEDGE INC                         | INV DUE 9/30 CARNEY            | \$ 19.81             |
| 80318 | GATEHOUSE MEDIA NEPA                  | 9900019625 DTD 7/31            | \$ 7,993.83          |
| 80319 | DAVID HARTUNG                         | AUGUST TRAVEL EXP              | \$ 39.90             |
| 80320 | CLINTON COUNTY AUDITOR                | PSACA MEAL PACK KOMAR          | \$ 520.00            |
| 80321 | PETER HOOKER                          | RADIO HOLDERS                  | \$ 279.60            |
| 80322 | EDWARD HOWELL                         | TE DTD AUGUST                  | \$ 38.64             |
| 80323 | PETER HOWER                           | TE DTD AUGUST                  | \$ 37.94             |
| 80324 | INFOCON CORPORATION                   | 02703 DTD 8/31                 | \$ 1,895.00          |
| 80325 | INSIGHT                               | #10074847 DUE 9/23             | \$ 1,352.04          |
| 80326 | J & C AWARDS PLUS                     | 16066145217B DTD 6/19          | \$ 147.90            |
| 80327 | JERRY'S SPORT CENTER INC              | #2/0000197302                  | \$ 2,379.62          |
| 80328 | STEPHEN J KNASH PE                    | TE 5/26 TO 8/26                | \$ 144.90            |
| 80329 | CARLA KOMAR                           | AUG MILEAGE                    | \$ 81.90             |
| 80330 | CAROL LIENERT                         | AUGUST MILEAGE                 | \$ 26.88             |
| 80331 | JAMES LIVERY, LLC                     | AUGUST SERVICE                 | \$ 1,600.00          |
| 80332 | MAGUIRE ELECTRONICS                   | #1M6002 DUE 9/9                | \$ 78.00             |
| 80333 | JIRINA MANDIC                         | FC AUGUST                      | \$ 145.00            |
| 80334 | MEIER SUPPLY CO., INC                 | 110316 DTD 8/26                | \$ 30.80             |
| 80335 | ROBERT MORCOM                         | AUGUST MILEAGE                 | \$ 47.88             |
| 80336 | NORTHEAST COUNSELING ASSOC INC        | COUNSELING DEP & DELI          | \$ 27,847.20         |
| 80337 | NORTHERN TIER RESEARCH INC            | INV DUE 9/30                   | \$ 3,450.00          |
| 80338 | ROSENCRANSE ENTERPRISE INC            | 307-2016-CR DTD 8/30           | \$ 257.50            |
| 80339 | JUDITH O'CONNELL                      | AUGUST MILEAGE                 | \$ 40.43             |
| 80340 | GREGORY G PAPARELLA                   | 0458 AND 0459 DTD 8/30         | \$ 494.00            |
| 80341 | PA TAX CLAIM BUREAU ASSOCIATN         | FALL CONF X 2 10/21/16         | \$ 400.00            |
| 80342 | PENNSYLVANIA PLANNING ASSOC           | CONF REGISTRATION              | \$ 1,540.00          |
| 80343 | QUALITY PRINTING & COPYING            | 737 DTD 8/5                    | \$ 759.82            |
| 80344 | QUILL CORPORATION                     | #C2123982 DUE 9/17             | \$ 126.09            |
| 80345 | RECHNER LAW OFFICE                    | KEIFER 7/14-7/21               | \$ 268.66            |
| 80346 | REEVES RENT-A-JOHN INC                | AUGUST RENTAL                  | \$ 225.00            |
| 80347 | REINHART FOOD SERVICE                 | #25970 AUGUST SERVICE          | \$ 9,150.26          |
| 80348 | RESERVE ACCOUNT                       | POSTAGE DTD 9/2 REQUEST        | \$ 2,500.00          |
| 80349 | KATHLEEN SCHLOESSER                   | AUGUST MILEAGE                 | \$ 28.35             |
| 80350 | STANDARD INSURANCE CO                 | #00135240001 SEPT PREMIUM      | \$ 3,095.80          |
| 80351 | STANTON OFFICE EQUIPMENT              | SERVICE CALL 8/25              | \$ 2,387.86          |
| 80352 | STAPLES ADVANTAGE                     | #B03510 DUE 9/19               | \$ 400.21            |
| 80353 | TASER TRAINING                        | TASER TRAIN DTD 7/29           | \$ 225.00            |
| 80354 | TEETER'S FUNERAL CHAPEL               | VA WIDOWER BURIAL EXP D LYON   | \$ 100.00            |
| 80355 | TELEMEDICINE MANAGEMENT, INC          | OCTOBER FEE                    | \$ 1,965.00          |
| 80356 | TXI-TELECOMXCHANGE INTERNATIONAL      | INV. DTD 9/1                   | \$ 1,250.00          |
| 80357 | TYLER BUSINESS FORMS                  | #210/226 RETIREMENT CHECKS     | \$ 109.20            |
| 80358 | WAYNE MEMORIAL HOSPITAL               | CHAN MULLIN V01053630883       | \$ 715.29            |
| 80359 | WAYNE COUNTY CHILDREN & YOUTH         | REIMBURSE PETTY CASH           | \$ 46.37             |
| 80360 | W C JUV. PROBATION DEPT PETTY CASH    | TE DTD 9/1                     | \$ 115.77            |
| 80361 | WAYNE COUNTY SHERIFF DEPT             | TRAVEL EXP 8/31                | \$ 25.48             |
| 80362 | WEX BANK                              | 0496-00-253110-1               | \$ 571.60            |
| 80363 | WILSON LAW, PC                        | CM DESTEFANO                   | \$ 800.00            |
| 80364 | ZEE MEDICAL SERVICE CO                | 0523439 DTD 8/25               | \$ 31.26             |
| 80365 | AAP                                   | CHERYL DAVIES AAP CPE CLASS RE | \$ 2,300.00          |
| 80366 | AAP                                   | CHERYL DAVIES AAP MEMBERSHIP   | \$ 50.00             |
| Total |                                       |                                | <u>\$ 103,074.40</u> |

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## HSA WEEKLY VOUCHER REPORT FROM 9/8/2016 TO 9/8/2016

| VOUCH | VENDOR                          | AMOUNT      | DESCRIPTION                                  |
|-------|---------------------------------|-------------|--|
| 318   | DECKER'S DAIRY                  | \$2,369.52  | Milk Supply - August 2016                    |
| 319   | DUCOM/BHE                       | \$30.00     | Zerechak - Conf. 11/10 Personality Disorders |
| 320   | HAMPTON INN ALTOONA             | \$389.13    | J. Hoffman - Veh Maint/ Inspection Conf.     |
| 321   | HOTEL WAYNE, INC.               | \$292.68    | J.G.- 3 nights – over-night shelter          |
| 322   | JBS INC.                        | \$114.00    | Back Office Copier                           |
| 323   | LATO SUD FARM                   | \$262.50    | RAW FOOD - AUGUST 2016                       |
| 324   | MAGUIRE ELECTRONICS             | \$21.00     | PAGERS - SEPTEMBER 2016                      |
| 325   | MARCHET TRANSIT, INC.           | \$1,650.00  | 3 HR. DRIVER'S TRAINING -8/6,8/14,8/20,8/27  |
| 326   | MARCHET TRANSIT, INC.           | \$89.95     | Wheel Chair Lift Serviced                    |
| 327   | JULIENNE MULLETTE               | \$183.31    | Supplies - September 2016                    |
| 328   | N.E. LASER TONER & COPIER SVC   | \$164.08    | August Copier - Maint. Office Front          |
| 329   | N.E. LASER TONER & COPIER SVC   | \$104.85    | TONER - D. BIRTEL                            |
| 330   | PHFA - PA HOUSING SERVICES DEPT | \$10.00     | PHFA Housing Forum                           |
| 331   | POCONO PEST                     | \$35.00     | AUGUST PEST CONTROL - HONESDALE              |
| 332   | POPLAWSKI CONSTRUCTION          | \$2,500.00  | BATHROOM MODIFICATION - OPTIONS              |
| 333   | PPTA                            | \$290.00    | PENN TRAIN- OCT 2016                         |
| 334   | REINHART FOOD SVC-EASTERN DIV   | \$10,456.39 | AUGUST 2016 - RAW AND NON FOOD               |
| 335   | WAYNE COUNTY COMMISSIONERS      | \$450.03    | PRINTER TONER - COLOR PRINTER                |
| 336   | AL BAERENKLAU                   | \$90.72     | AUGUST 2016 - VOL TRAVEL                     |
| 337   | THOMAS BATES                    | \$7.14      | AUGUST 2016 - HBM VOL TRAVEL                 |
| 338   | JOE DAVIS                       | \$57.12     | AUGUST 2016 - VOL TRAVEL HBM                 |
| 339   | DR. LEROY EVEN                  | \$10.08     | AUGUST 2016 - HBM VOL TRAVEL                 |
| 340   | KEN KESTEL                      | \$38.64     | AUGUST 2016 - VOL TRAVEL                     |
| 341   | MARALYN NALESNIK                | \$36.12     | AUGUST 2016 - VOL TRAVEL HBM                 |
| 342   | BARRY J. NOVACK                 | \$100.80    | AUGUST 2016 - VOL TRAVEL HBM                 |
| 343   | GEORGE PIERCY                   | \$52.50     | VOL TRAVEL HBM - AUGUST 2016                 |
| 344   | ERNIE SEAGRAVES                 | \$140.70    | VOLUNTEER TRAVEL- HBM AUGUST                 |
| 345   | BARBARA WERTZ                   | \$67.20     | AUGUST 2016 - HBM VOL TRAVEL                 |
| 346   | WAYNE COUNTY MHMR               | \$27,946.50 | CCBH -                                       |
| 347   | MID-STATE OCCUPATIONAL HEALTH   | \$171.00    | PROF SERV'S - LANGEN/LAUTEN/WIMMERS          |
| 348   | UGI PNG                         | \$221.13    | GAS HONES, HAWLEY, ADULT DAY CARE            |
| 349   | MA CLIENT S.A.                  | \$30.00     | MA CLIENT TRAVEL - AUGUST 2016               |
| 350   | MA CLIENT C.C.                  | \$14.40     | MA CLIENT TRAVEL - AUGUST 2016               |
| 351   | MA CLIENT L.B.                  | \$10.80     | AUGUST 2016 -MA CLIENT TRAVEL                |
| 352   | FCSP client W.G.                | \$73.85     | AUGUST 2016 - FCSP - SUPPLIES                |
| 353   | TOM MURRAY - CON                | \$450.00    | WASHING OF VEHICLES 8/27-9/3                 |
| 354   | JULIANN DOYLE                   | \$107.44    | AUGUST 2016 - STAFF TRAVEL                   |
| 355   | VERIZON WIRELESS - 2            | \$1,211.04  | TRANSPORT - TABLET JULY 24- AUG 23           |
| 356   | HELEN COBB                      | \$59.64     | AUGUST 2016 - STAFF TRAVEL                   |
| 357   | MONIQUE ORR                     | \$294.32    | AUGUST 2016 - STAFF TRAVEL                   |
| 358   | JACQUELINE COLE                 | \$11.76     | AUGUST 2016 - STAFF TRAVEL                   |
| 359   | JULIE CORNWELL                  | \$84.00     | STAFF TRAVEL - AUGUST 2016                   |
| 360   | CATHLEEN DEGRAZIA               | \$133.58    | AUGUST 2016 -STAFF TRAVEL                    |
| 361   | SHERRY FICKEN                   | \$11.34     | STAFF TRAVEL - AUGUST 2016                   |
| 362   | LISSETTE FLORES                 | \$107.52    | STAFF TRAVEL - AUGUST 2016                   |
| 363   | LISA GILBERT                    | \$58.38     | AUGUST 2016 -STAFF TRAVEL                    |
| 364   | MAGGIE HICKS                    | \$48.72     | AUGUST 2016 -STAFF TRAVEL                    |
| 365   | LAUREN JANUSEWSKI               | \$92.82     | STAFF TRAVEL - AUGUST 2016                   |
| 366   | PATRICIA NELSON                 | \$263.76    | AUGUST 2016 -STAFF TRAVEL                    |
| 367   | DIANE RIVELAND                  | \$68.04     | AUGUST 2016 - STAFF TRAVEL                   |
| 368   | MARY ANN SHERWOOD               | \$35.73     | STAFF TRAVEL - AUGUST 2016                   |
| 369   | SEASON SLISH                    | \$117.18    | STAFF TRAVEL - AUGUST 2016                   |
| 370   | LEIGH WILSON - WASHINGTON       | \$130.70    | STAFF TRAVEL - AUGUST 2016                   |
| 371   | VANESSA HNATKO                  | \$67.62     | STAFF TRAVEL - AUGUST 2016                   |
| 372   | VERIZON WIRELESS - 1            | \$1,140.44  | PHONE BILL 7/24-8/23                         |
| 373   | MARY URSICH                     | \$117.60    | STAFF TRAVEL - AUGUST 2016                   |
| 374   | JACQUELINE STURGIS              | \$112.63    | STAFF TRAVEL - AUGUST 2016                   |
|       |                                 | \$53,205.40 |  |

## WEEKLY VOUCHER REPORT FROM 9/8/2016 TO 9/8/2016

| VOUCH | VENDOR                              | DESCRIPTION                            | AMOUNT      |
|-------|-------------------------------------|--|-------------|
| 193   | JENNIFER L. MALAK                   | AUG & SEPT 2016 EI PT BASE SERVICES    | \$285.84    |
| 194   | SAYEGH PEDIATRIC THERAPY SERV, PC   | AUG 2016 EI SNI BASE SERVICES          | \$2,603.07  |
| 195   | U.S. HEALTHCARE SERVICES, LLC       | AUG 2016 ID OT BASE SERVICES           | \$762.24    |
| 196   | JBS, INC.                           | SEPT 2016 COPIER MAINT. CHARGE         | \$89.00     |
| 197   | JBS, INC.                           | AUG & SEPT COPIER MAINT CHARGES        | \$89.26     |
| 198   | THOMAS JASON ECCLES                 | PARK ST KITCHEN TRAINING FOOD SUPPLIES | \$35.25     |
| 199   | CASE TIRE SERVICE, INC.             | MONTHLY CO. VEHICLE MAINT CHARGES      | \$390.19    |
| 200   | E-ZPASS CUSTOMER SERVICE CENTER     | REPLENISH E-Z- PASS ACCOUNT            | \$100.00    |
| 201   | CARE FOR PEOPLE PLUS, INC.          | AUG ID HOME & COMM HAB BASE SERV.      | \$1,543.44  |
| 202   | PEDIATRIC SERVICES OF AMERICA, INC. | AUG ID HOME & COMM HAB BASE SERV       | \$108.20    |
| 203   | SUSQUEHANNA SOFTWARE, INC.          | QTR STATUS FILE TO BE UPLOADED         | \$1,900.00  |
| 204   | SUSAN LAMBERT                       | PETTY CASH REIMBURSEMENT               | \$174.77    |
| 205   | QUILL                               | OFFICE SUPPLIES                        | \$634.78    |
| 206   | BUNNELL WASTE REMOVAL, INC.         | OCT-DEC WEEKLY PICK UP - DIC & PR      | \$96.00     |
| 207   | BUNNELL WASTE REMOVAL, INC.         | OCT - DEC WEEKLY PICK UP - 6TH ST APTS | \$114.00    |
| 208   | WAYNE COUNTY COMMISSIONERS          | 09/02/2016 PAYROLL                     | \$58,217.16 |
| 209   | VERIZON WIRELESS                    | MONTHLY CELL PHONE CHARGES             | \$1,079.57  |
|       |                                     |  | \$68,222.77 |

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Hazmat

|            |                  |                |          |
|------------|------------------|----------------|----------|
| 09/08/2016 | E.M. KUTZ, INC.  | 63025 DTD 8/29 | \$149.00 |
| 09/08/2016 | HIGHHOUSE ENERGY | 2083 DTD 9/1   | \$706.78 |

Tourism Promotion

|            |                           |               |          |
|------------|---------------------------|---------------|----------|
| 09/08/2016 | LOCKDATA TECHNOLOGIES INC | INV. DUE 9/22 | \$300.00 |
|------------|---------------------------|---------------|----------|

Liquid Fuels

|          |                          |                       |             |
|----------|--------------------------|-----------------------|-------------|
| 9/8/2016 | LEEWARD CONSTRUCTION INC | WANGUM BRIDGE EST. 16 | \$15,082.75 |
| 9/8/2016 | STEPHEN J KNASH PE       | TE 5/17 TO 8/10       | \$150.78    |

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

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Vicky J. Botjer, Chief Clerk