

Honesdale, Pennsylvania

December 3, 2015

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 November 19, 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: Sheriff Mark Steelman – Toy drive; 2015 Roots and Rhythm Festival Committee; Mission Critical partners – Professional Services Contract; Andrea Whyte – Emergency Solutions Grant and Adoption Assistance Agreement; Adopt 2016 Holiday Schedule; Bid Opening – Park St. Boiler Room Stairs; Salary Board meeting; Payment of bills; 2015 CDBG Allocations/Grant Approval; PennDOT Shared-Ride fare increase.

### New Business

The Commissioners recognized Sheriff Mark Steelman and members of his staff for a successful “Cram the Cruiser” event held on Friday, November 27, 2015. The event resulted in filling sixteen 55 gallon bags of toys to benefit the Wayne County Children’s Christmas Bureau. Bill O’Neill, representing the Bureau, thanked the Sheriff’s office and community for their generous support.

Members of the 2015 Roots and Rhythm Music and Art Festival committee appeared before the Commissioners to give a report on the 2015 Festival. They highlighted The Greening of the Roots & Rhythm Festival in which by actively recycling and diverting food waste reduced actual trash from 4,260 lbs in 2008 to 320 lbs in 2015. The 2016 Festival is scheduled for June 18<sup>th</sup>. They are excited to continue free fun family entertainment to the community.

The Chief Clerk presented a Professional Service Contract between the County and Mission Critical Partners to provide assistance in providing a Wayne County Business Class Broad Band Network which includes soliciting proposals for a potential service provider not to exceed \$27,500. A motion was made by Commissioner Fritz, seconded by Commissioner Kay and unanimous to approve the Professional Service Contract as presented.

The Chief Clerk presented the July 1 – September 30, 2015 Emergency Solutions Grant Invoice Request for \$16,554.36 in reimbursements. A motion was made by Commissioner Kay, seconded by Commissioner Fritz and unanimous to authorize the Chairman to execute the Invoice as presented.

A motion was made by Commissioner Smith, seconded by Commissioner Fritz and unanimous to execute an Adoption Assistance Agreement on behalf of Wayne County Children and Youth Services for a two children family unit.

A motion was made by Commissioner Smith, seconded by Commissioner Fritz and unanimous to adopt the Wayne County Court House Holiday Schedule for 2016.

The following bids were received for the Park Street Boiler Room Stairs:

Pioneer Construction, Honesdale	\$ 55,540
T Brennan LLC, Carbondale	\$ 42,000
Bognet, Inc., Hazleton	\$ 34,303
Dakan Enterprises, Honesdale	\$ 42,150
Leeward Construction, Honesdale	\$ 47,670
Mar-Paul Construction, Jessup	\$ 52,000
L&A General Concrete Services, Clark Summit	\$ 46,819

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A motion was made by Commissioner Fritz, seconded by Commissioner Smith and unanimous to mark the bids as received and forward them to the County Engineer for review.

A motion was made by Commissioner Kay, seconded by Commissioner Fritz and unanimous to approve the promotion of Steven Cook, from part-time to full-time Dispatcher in the 911 Communications Center, effective December 6, 2015.

At this time, the Commissioners 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 the following as part-time Corrections Officers in the Wayne County Correctional Facility, effective December 14, 2015:

Gary Meyers, Lake Ariel  
Devin Heath, Carbondale

Nicholas Padula, Lake Ariel  
Logan Freirmuth, Beach Lake

At this time, the Commissioners 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 Fritz and unanimous to approve the internship of Grace Rogers, in the Wayne County Assessment Office, effective December 14, 2015 to January 8, 2016.

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 December 2, 2015.

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. 75876 through 75950. 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
28 Eft	EXPRESS SCRIPTS, INC	#KX5 OCT SERVICE	\$ 350.02
75876	AREA AGENCY ON AGING	15/16 2Q ADV MATP PMYT	\$ 147,921.00
75877	MANDY ALTEMIER	FSA 15/16	\$ 351.00
75878	AQUA PA	#0015181921083115 DUE 12/10	\$ 3,345.18
75879	ANANDA BANERJEE	OCT 22 SENTENCING	\$ 406.23
75880	CHRIS BARRETT	FSA 15/16	\$ 46.96
75881	JOSEPH W BARNETT	K GAUGHRAN 11/25	\$ 101.58
75882	BEN MEADOWS	TAPE MEASURE	\$ 179.96
75883	SCOTT BENNETT ESQ	PD DEC AND UPS EXP	\$ 319.03
75884	BIMBO FOODS, INC	#6900806999999 DUE 11/21	\$ 186.94
75885	BLUE RIDGE COMMUNICATIONS	#0315503-02 DUE 12/16	\$ 136.19
75886	BUGAJ / FISCHER PC	HEATH SCOTT THRU 10/05	\$ 182.00
75887	CARDMEMBER SERVICES	XXXXXXXX3072 DUE 12/7	\$ 8.00
75888	CASE TIRE SERVICE	#WAY400 DUE 12/15	\$ 30.00
75889	DAMASCUS TOWNSHIP	DECEMBER RENT DJ EDWARDS	\$ 125.00
75890	DICK PALMER & SONS	#5835 DTD 11/23	\$ 11.90
75891	EARTHLINK BUSINESS	3013429 DUE 12/12	\$ 4,257.89
75892	EASTERN PROPANE	#WAYNC01 DELIVERED 11/17	\$ 460.77
75893	EASTERN PA SUPPLY CO	WC COMMISSIONER ACCT	\$ 63.83
75894	FIVE THOUSAND FORMS INC	#027381 DTD 11/16	\$ 2,802.76
75895	ERROL C FLYNN ESQ	C & Y GAL SEPT & OCT	\$ 229.50
75896	FORENSIC ASSOCIATES OF NEPA	GINA ROBERTSON & S PETERSUN	\$ 7,550.00

75897	TRACI HALL	FSA 15/16	\$ 52.99
75898	HAWLEY BOROUGH COUNCIL	DECEMBER DJ CARNEY RENT	\$ 1,100.00
75899	HEMLOCK GROVE CHURCH	DECEMBER SR CITIZEN RENT	\$ 150.00
75900	HESSLING MONUMENT WORKS	VA MARKER M BROWN	\$ 600.00
75901	EDWARD HOWELL	NOV MILEAGE	\$ 88.65
75902	LINDA HUFFMAN	FSA 15/16	\$ 297.21
75903	INFOCON CORPORATION	NOVEMBER SERVICE	\$ 1,895.00
75904	INSIGHT	#10074847 DUE 12/18	\$ 158.45
75905	JIM MILLER'S PLUMBING & HEATING CO., INC	OIL TANKS	\$ 1,485.00
75906	K & D FACTORY SERVICE INC	#101891 DTD 11/17	\$ 689.39
75907	CARLA KOMAR	NOVEMBER MILEAGE	\$ 46.80
75908	SHARON A LINARDI	SERVICES 11/5-11/23	\$ 260.00
75909	MAGUIRE ELECTRONICS	#1M4599 DUE 12/9	\$ 38.00
75910	KAY MARKS	FSA 15/16	\$ 59.54
75911	MATTHEW BENDER & CO INC	#0099166969 DTD 11/13	\$ 116.52
75912	MERCYHURST UNIVERSITY	M JAMES REGISTRATION	\$ 325.00
75913	MICROBAC LABORATORIES, INC	#1M18471 DUE 8/31	\$ 75.00
75914	MONROE CTY OF THE DA	#WBPD15-04-0159 DEVON WICHERN	\$ 158.11
75915	ROBERT MULLER JR	FSA 15/16	\$ 282.86
75916	NENA	BRAD ELLSWORTH DUE 12/31	\$ 50.00
75917	THE NEWS EAGLE	#01100016-000 DUE 12/29	\$ 86.69
75918	NICHOLAS CHOMKO FUNERAL HOME	VA BURIAL EXP S O'MILLER	\$ 100.00
75919	NORTHEAST COUNSELING ASSOC INC	VICTIM/OFFENDER NOVEMBER	\$ 13,543.20
75920	JUDITH O'CONNELL	NOVEMBER MILEAGE	\$ 26.64
75921	FRANCIS L O'NEILL	DECEMBER RENT DJ EDWARDS	\$ 1,200.00
75922	ONE POINT	#9718 DUE 12/18	\$ 59.46
75923	PENNSYLVANIA BAR ASSOCIATION	HON R HAMILL #119957 2016	\$ 260.00
75924	PPL ELECTRIC UTILITIES	#9733622028 DUE 12/23	\$ 9,135.36
75925	PROMPTON AUTO BODY	VAN REPAIRS	\$ 125.00
75926	QUILL CORPORATION	#C2123982 DUE 12/19	\$ 618.19
75927	CHRIS ROSLER	FSA 15/16	\$ 139.04
75928	KATHLEEN SCHLOESSER	NOVEMBER MILEAGE	\$ 33.80
75929	FLORENCE SOUTHERTON	VA BURIAL EXP B SOUTHERTON	\$ 100.00
75930	STANDARD INSURANCE CO	#001385240001 DEC PREMIUM	\$ 2,376.00
75931	STAPLES ADVANTAGE	#B03510 DUE 12/21	\$ 583.85
75932	STARR UNIFORM CENTER	MEZICK	\$ 1,897.61
75933	THOMSON REUTERS-WEST PUBLISHING CORP	#1000625184 DUE 11/03	\$ 36.13
75934	UNITED METHODIST CHURCH	DECEMBER SR CITIZEN RENT	\$ 150.00
75935	MICHELLE VALINSKI	FSA 15/16	\$ 397.50
75936	VALLEY YOUTH HOUSE	COM RESIDENTIAL SER/GRP HOME O	\$ 5,007.43
75937	VERIZON	#5702534912 DUE 12/9	\$ 1,559.26
75938	VERIZON WIRELESS	#922338009-00001 DUE 12/3	\$ 820.52
75939	THERESA ANN WARREN	VA BURIAL EXP A JONES	\$ 100.00
75940	LEANN WASH	FSA 15/16	\$ 445.94
75941	WASTE MANAGEMENT INC	NOV SERVICE PARK ST	\$ 1,290.00
75942	W C HEALTH BENEFIT FUND	HEALTH PAYMENT	\$ 35,000.00
75943	W C JUVENILE PROBATION PETTY CASH	TRANSPORT 11/24	\$ 29.50
75944	WAYNE COUNTY PROTHONOTARY	GERALDINE NAUGLE NOTARY FEE	\$ 3.00
75945	WC RECORDER OF DEEDS	GERALDINE NAUGLE NOTARY FEE	\$ 35.50
75946	WAYNE COUNTY SHERIFF DEPT	POSTERBOARD	\$ 5.78
75947	WAYNE COUNTY SHERIFF DEPT	SHIPPING EXP	\$ 15.30
75948	DEBBIE WILSON	FSA 15/16	\$ 717.53
75949	WILSON LAW, PC	CM CARLEW/GELATT THRU 11/19	\$ 1,000.00
75950	ASHLEY ZIMMERMAN	PD NOVEMBER	\$ 600.00
Total			<u>\$ 254,492.49</u>

WEEKLY VOUCHER REPORT FROM 12/3/2015 TO 12/3/2015

VOUCH	VENDOR	DESCRIPTION	AMOUNT
1361	ST JOSEPH'S CENTER	FY 2014-2015 EI SPECIAL INSTRUCTION	2,575.08
			\$2,575.08

WEEKLY VOUCHER REPORT FROM 12/3/2015 TO 12/3/2015

VOUCH	VENDOR	DESCRIPTION	AMOUNT
431	BLUE RIDGE COMMUNICATIONS	MONTHLY CABLE & INTERNET SERVICE	129.19
432	UGI PNG	RESIDENTIAL HEATING CHARGES - FAIR AVE	94.13
433	UGI PNG	MONTHLY HEATING CHARGES - DIC & PR	189.76
434	WALMART BUSINESS	OFFICE SUPPLIES - RACHEL'S CHALLENGE	3.54
435	QUILL	OFFICE SUPPLIES	1,084.00
436	KAREN RICKERT	NOV 2015 EI SNI BASE SERVICES	587.79
437	SAYEGH PEDIATRIC THERAPY SERV, PC	NOV 2015 EI ST BASE SERVICES	508.16
438	U.S. HEALTHCARE SERVICES, LLC	OCT 2015 EI OT & ST BASE SERVICES	1,016.32
439	VERIZON	MONTHLY PHONE CHARGES - DIC & PR	158.14
440	LEE S. KRAUSE	RESIDENT HEATING & SEWER RENTAL - 6TH ST	438.36
441	CASE TIRE SERVICE, INC.	MONTHLY COUNTY VEHICLE MAINT. CHARGES	783.98
442	WAYNE COUNTY COMMISSIONERS	REIMBURSEMENT 3M COGENT, INC. - MARTA D.	25.75
443	JENNIFER MALAK	NOV 2015 EI PT BASE SERVICES	285.84
444	CARE FOR PEOPLE PLUS, INC.	NOV 2015 ID HOME & COMM HAB BASE	753.96
445	HOME DEPOT CREDIT SERVICES	WASHER & DRYER	1,421.95
446	JBS, INC.	COPIER MAINT. AGREEMENT - SHARP/MXM503N	83.00
447	JBS, INC.	COPIER MAINT. AGREEMENT - SHARP/ARM550N	83.00
			\$7,646.87

HSA WEEKLY VOUCHER REPORT FROM 12/3/2015 TO 12/3/2015			
VOUCH	VENDOR	AMOUNT	DESCRIPTION
896	DAMASCUS TWP SUPERVISORS	\$300.00	Reimb utilities & op expns, Damascus Pantry
897	PAUPACK TWP SUPERVISORS	\$300.00	Reimb utilities & op expns, Lakeville Pantry
898	WAYNE MEMORIAL HOSPITAL	\$300.00	Reimb utilities & op expns, Lakewood Pantry
899	MA client travel S.B.	\$41.88	MA client travel - Nov 2015
900	MA client travel J.B.	\$36.84	MA client travel - Nov 2015
901	MA client travel J.D.	\$50.16	MA client travel - Sep, Oct & Nov 2015
902	MA client travel K.F.	\$15.48	MA client travel - Nov 2015
903	MA client travel S.F.	\$34.80	MA client travel - Nov & reissue lost check Sep 3
904	MA client travel K.H.	\$187.20	MA client travel - Oct & Nov 2015
905	MA client travel L.L.	\$12.48	MA client travel - Nov 2015
906	MA client travel M.N.	\$22.08	MA client travel - Nov 2015
907	MA client travel K.Q.	\$4.56	MA client travel - Nov 2015
908	MA client travel K.R.	\$148.80	MA client travel - Oct 2015
909	MA client travel J.S.	\$115.44	MA client travel - Nov 2015
910	AQUA PENNSYLVANIA	\$65.00	Water bills, Hwy Ctr & Adult Day Care
911	VICTORIA BICKEL	\$30.00	Uniform tops, pants & shoes
912	CASE TIRE SERVICE INC.	\$5,198.04	Tire services and maintenance - 10/26/15-11/25/15
913	CHAMBER NORTHRN POCONOS	\$275.00	HSA Ads for Navigate the Northn Poconos 2016
914	EARTHLINK BUSINESS	\$654.82	Phone bills- Hwly, Hnsdl, Prot Svcs, Hamlin, I&R
915	FIRMSTONE LAKEWOOD FUELS	\$462.34	Heating oil delivery, D&A - 12/1/15
916	MAGUIRE ELECTRONICS	\$21.00	Monthly airtime for pager - Dec 2015
917	MARWORTH	\$25.00	Reg fee, J.Zerechak for 12/9 course
918	JULIENNE MULLETTE	\$200.00	Options consumer J.M. reimb, supplies - Nov 2015
919	TOM MURRAY - CON	\$450.00	Vehicle cleaning services - 11/21 & 11/27
920	NEWS EAGLE	\$300.00	LINK ads - Arthur Ave menus & MH Crisis-calendar
921	N.E. LASER TONER & COPIER SVC	\$109.90	Toner for Caseworker shared printer
922	OFFICE DEPOT	\$571.39	Office supplies - Aging restock, Transprt
923	OFFICE DEPOT	\$236.95	Ofc supplies - AAA, upstairs fax
924	PITNEY-BOWES	\$56.19	D&A postage machine rental - 10/30/15 - 11/30/15
925	PITNEY-BOWES-PURCHASE POWR	\$1,008.50	Aging postage meter refill - Oct 29
926	POCONO PEST	\$69.00	Pest control - Honesdale, Nov; Hawley, Nov
927	RED LION HARRISBURG EAST	\$352.98	Hotel- J.Walters & JoshH 12/8/15 Conf.
928	ROHRER BUS SERVICE INC.	\$3,483.12	Bumper modul/# 40, 62, 29, & 46; covers # 34 & 48
929	UGI PNG	\$478.44	Gas bills, Hawley, Honesdale, & ADayCare
930	WASTE MANAGEMENT	\$239.00	Trash pickup, Honesdale & Hawley - Nov 2015
931	WAYNE COUNTY MHMR	\$21,612.50	Community Care Behavioral Health - Nov 2015
932	CARL ALBRIGHT	\$188.31	Staff travel - Nov 2015
933	KATHLEEN CHICOSKI	\$22.50	Staff travel - Nov 2015
934	HELEN COBB	\$36.90	Staff travel - Nov 2015
935	JACQUELINE COLE	\$46.70	Staff travel - Nov 2015
936	PAT DONALDSON	\$5.50	Staff travel - Nov 2015
937	JULIANN DOYLE	\$367.91	Staff travel - Nov 2015
938	MAGGIE HICKS	\$137.83	Staff travel - Nov 2015
939	LAUREN JANUSEWSKI	\$92.25	Staff travel - Nov 2015
940	HELEN KELLY	\$227.75	Staff travel - Nov 2015
941	DAWN NAPORA	\$19.35	Staff travel - Nov 2015
942	MARY ANN SHERWOOD	\$53.55	Staff travel - Nov 2015
943	SEASON SLISH	\$134.10	Staff travel - Nov 2015
944	JACQUELINE STURGIS	\$39.25	Staff travel - Nov 2015
945	HOME DEPOT CREDIT SERVICES	\$1,417.36	Charge card bill - Nov incls Aging washer/dryer
		\$40,258.15	

### Tourism Promotion

551	ENGLE PRINTING & PUBLISHING	#192116 WC COMMISSIONERS 12/16	\$ 2,375.00
552	WALLY LAKE FEST COMMITTEE	2015 TOURISM GRANT	\$ 1,000.00

At this time, the Commissioners recessed their meeting until Friday, December 4, 2015 at 1:30 p.m.

The Commissioners meeting reconvened on Friday, December 4, 2015 at 1:30 p.m.

Jackie Young, Wayne County Redevelopment Authority, reviewed the 2015 CDBG applications that have been submitted to date. A motion was made by Commissioner Smith, seconded by Commissioner Fritz and unanimous to submit the following projects and to execute any and all documents related to the submission of the applications.

Waymart Borough	\$ 16,000
Paupack Township	\$ 40,000
Pleasant Mount Township	\$ 25,000 (pending all documents submitted prior to final due date of the grant)

December 3, 2015

Wayne County

\$114,333

Andrea Whyte and Carl Albright, Human Services Office, reviewed a resolution and application for a Shared-Ride Fare increase with the PA Department of Transportation. A motion was made by Commissioner Kay, seconded by Commissioner Fritz and unanimous to resolve that Ms. Andrea C. Whyte, Director Human Services, is authorized and directed to file an application with the Pennsylvania Department of Transportation for a Shared-Ride fare increase of 18.57% for all fares, and that Ms. Whyte is further authorized and directed to sign and execute the appropriate documents for this application as necessary.

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

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Vicky J. Botjer, Chief Clerk