

January 9, 2020

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 Chairman Smith with Commissioner Joseph W. Adams and Commissioner Jocelyn Cramer present.

The Commissioners were presented with a copy of the minutes from the meetings held December 30, 2019 and January 6, 2020. A motion was made by Commissioner Adams, seconded by Commissioner Smith to approve the minutes of December 30, 2019. Commissioner Cramer abstained from voting. Motion carried.

A motion was made by Commissioner Adams, seconded by Commissioner Cramer and unanimous to approve the minutes of January 6, 2020.

### Agenda

Scheduled to meet with the Commissioners: Wayne County Human Services Agency Emergency Solutions Grant 2018 revision; Emergency Solution Grant 2019 Invoice; Contract with Patrick L. Robinson; Agreement of Sale – Cloverleaf Associates; Contract with Harrison Benefit Services, LLC; Salary Board meeting, Payment of bills; Retirement Board meeting.

### Correspondence and Communications

Received a copy of the Mileage and Fees Report from the Wayne County Sheriff's Department for December 2019.

Received a letter from the PA Department of Human Services presenting the results of the Wayne County Children and Youth Title IV-E quality Assurance compliance review conducted on November 14, 2019.

Received a letter from the PA Department of Human Services informing of Wayne County's (FY) 2019-2020 Human Services Block Grant (HSBG) allocation.

Received notification from the PA Department of Environmental Protection informing of the approval of the Air Quality Program Permit No. 64-00020A for the US DOJ/US Penitentiary Canaan, Waymart, Canaan Township, PA.

Received a letter from Nicole Shradnick, informing of her resignation as a Caseworker in Children and Youth Services, effective January 31, 2020. A motion was made by Commissioner Adams, seconded by Commissioner Cramer and unanimous to accept the resignation, effective January 31, 2020.

Received a letter from Charlotte Myers, informing of her resignation as a part-time Prevention Specialist in the Drug and Alcohol Commission, effective December 29, 2019. A motion was made by Commissioner Adams, seconded by Commissioner Cramer and unanimous to accept the resignation of Charlotte Myers, effective December 29, 2019.

Received a letter from Mary McCormick informing that she is resigning from her position in District Judge Myer's office, effective January 10, 2020. A motion was made by Commissioner Adams, seconded by Commissioner Cramer and unanimous to acknowledge the resignation of Mary McCormick, from a position in District Judge Myer's Office, effective January 10, 2020, to accept another County position.

### New Business

A motion was made by Commissioner Adams, seconded by Commissioner Cramer and unanimous to approve the Wayne County Human Services Agency Emergency Solution Grant

January 9, 2020

for 2018 requesting a budget revision for reallocation of \$21,000 from Rapid Rehousing to Financial and Rental Assistance.

A motion was made by Commissioner Adams, seconded by Commissioner Cramer and unanimous to approve and execute the Emergency Solutions Grant 2019 (Contract #C000022756) and submit an invoice in the amount of \$3,018.22.

A motion was made by Commissioner Cramer, seconded by Commissioner Adams and unanimous to approve the contract with Patrick L. Robinson, as a Temporary Assistant District Attorney, in the amount of \$7,500 per month on a month-to-month basis.

A motion was made by Commissioner Adams, seconded by Commissioner Cramer and unanimous to approve the contract with Cloverleaf Associates for the purchase of five parcels located in Honesdale Borough, for a total amount of \$150,000, and authorize the execution of closing documents upon review and approval by the County Solicitor.

A motion was made by Commissioner Smith, seconded by Commissioner Adams and unanimous to approve the professional services contract with Harrison Benefit Services, LLC, to serve as broker of record for employee benefit insurance products, effective March 1, 2020 to February 28, 2021.

A motion was made by Commissioner Adams, seconded by Commissioner Cramer and unanimous to approve the promotion of Cynamon Kinzinger, from Clerk 1 to Clerk 2 in the Prothonotary's Office, effective January 13, 2020.

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 Adams, seconded by Commissioner Cramer and unanimous to approve the promotion of Mary McCormick, from Clerk 2 in District Judge Myer's to Clerk of Courts Chief Deputy in the Prothonotary's Office, effective January 13, 2020.

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 January 8, 2020.

A motion was made by Commissioner Adams, seconded by Commissioner Smith and unanimous to approve the following bills for payment, as presented, which includes Checks No. 112329 through 112420. 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
112329	HIGHMARK BLUE SHIELD	1165121002 CLMS THRU 12/13	\$ 238,572.19
112330	AREA AGENCY ON AGING	DEC MEALS	\$ 6.50
112331	AMERICAN JANITOR & PAPER SUPPLY INC	WC CORRECTIONAL FACILITY ACCT	\$ 183.85
112332	AQUA PA	0015223561084030 DUE 1/15	\$ 4,275.01
112333	GOVERNMT REVENUE SOLUTIONS HOLDINGS I, LLC	C100709 DUE 1/18	\$ 3,653.10
112334	ALISON BALLA	DEC MILEAGE	\$ 33.75
112335	NICHOLAS A BARNIA	KELLY L NOV SERVICES	\$ 741.00
112336	BELLEVILLE SHOE MANUFACTURING COMPANY	WS03074 DTD 12/20	\$ 118.00
112337	BIMBO FOODS, INC	6900806999999 DUE 12/28	\$ 418.43

January 9, 2020

112338	BLUE RIDGE COMMUNICATIONS	0367472-01 DUE 1/6	\$ 32.96
112339	JAMES EDGAR BROWN ESQ	WC MENTAL HEALTH REVIEW	\$ 337.50
112340	BUGAJ / FISCHER PC	2020 RETAINER PROTHONOTAR/COU	\$ 1,500.00
112341	STEVEN BURLEIN	PD DEC	\$ 711.15
112342	BUSELLI PLUMBING HEATING & ELECTRIC INC	PARK STREET COMPLEX	\$ 1,290.00
112343	CDW LLC	3440668 DUE 1/15	\$ 648.10
112344	COLONIAL LIFE	E4230983 DEC DEDUCTIONS	\$ 21,911.14
112345	CORRECTIONS DEVELOPMENT INC	WC DA ACCT MAINT 1/1/20-12/31/	\$ 3,648.00
112346	COUNTY TREASURER'S ASSOCIATION OF PA	2020 DUES	\$ 625.00
112347	DAMASCUS TOWNSHIP	MONTHLY SR JAN RENT	\$ 50.00
112348	DELTA DENTAL OF PA	39-R10332600000 DEC ADM FEE	\$ 7,134.05
112349	D G NICHOLAS CO	W0370 DTD 1/3	\$ 118.75
112350	DICK PALMER & SONS	5835 DTD 12/18	\$ 46.68
112351	EARTHLINK BUSINESS	3013429 DUE 1/11	\$ 3,721.82
112352	EASTERN PROPANE	24006562 DELIVERED 12/23	\$ 797.33
112353	FOUNDATION RADIOLOGY GROUP PC	WILLIAM D 10/10	\$ 9.22
112354	GEO W KINSMAN INC	W00072 DTD 12/31	\$ 453.76
112355	GRAINGER INC	838681526 DUE 1/11	\$ 193.20
112356	PHILIP C GUTHERZ	DEC SERVICES	\$ 3,500.00
112357	MARIANNE HAMEL	NOV SERVICES	\$ 9,650.00
112358	THE HANCOCK HERALD	WC PLANNING ACCT	\$ 34.00
112359	HAWLEY BOROUGH	DJ CARNEY JAN RENT	\$ 1,100.00
112360	HEMLOCK GROVE CHURCH	SR CENTER JAN RENT	\$ 120.00
112361	RICHARD HENRY, ESQ	PD DEC	\$ 600.00
112362	INDUSTRIAL ELECTRONICS INC	2223 DUE 1/3	\$ 1,328.32
112363	INFOCON CORPORATION	WAY2703 DEC SERVICES	\$ 2,247.00
112364	JALVO INC	WC CORRECTIONAL FACILITY ACCT	\$ 415.00
112365	JOHN BONHAM ROAD EQ & SUPPLIES, INC	MR MAGIC	\$ 441.00
112366	KEYSTONE MEDICAL LABORATORIES, LP	WC CORONER ACCT	\$ 104.00
112367	KOBERLEIN INC	WC PRISON DOS 12/13	\$ 1,830.00
112368	CARLA KOMAR	DEC MILEAGE	\$ 65.00
112369	MICROFILM OFFICE	REIMBURSE PETTY CASH	\$ 119.62
112370	JOHN JEROME MARTIN II	H DEPENDENCY THRU 12/26	\$ 793.00
112371	KIMBERLY D MARTIN	27-2019-DP THRU 12/27	\$ 884.00
112372	SAMANTHA J MYERS	DEC SERVICES	\$ 120.00
112373	NEP	00064862-6 DUE 1/27	\$ 157.46
112374	NORTHERN TIER RESEARCH INC	WC DA ACCT	\$ 2,835.00
112375	JUDITH O'CONNELL	DEC MILEAGE	\$ 33.30
112376	FRANCIS L MARGARET M O'NEILL	DJ EDWARDS JAN RENT	\$ 1,200.00
112377	PENNSYLVANIA DEPT OF REVENUE	INCIDENT 870-19-1800	\$ 113.00
112378	PENNSYLVANIA PAPER & SUPPLY CO	3711 DEC SERVICES	\$ 5,027.85
112379	PH&S PRODUCTS LLC	30376 DTD 7/17	\$ 88.00
112380	PIKE COUNTY	NOV HOUSING	\$ 2,469.30
112381	PITNEY BOWES GLOBAL FINANCIAL SERV. LLC	0012096167 DUE 1/19	\$ 895.38
112382	POCONO PEST CONTROL INC	3047 DOS 12/27	\$ 265.00
112383	PPL ELECTRIC UTILITIES	9485166004 DUE 1/21	\$ 5,925.87
112384	PPL ELECTRIC UTILITIES	7373123013 DUE 1/22	\$ 2,300.57
112385	PREMIER BIOTECH LABS, LLC	6101027 DUE 1/15	\$ 117.50
112386	QUALITY PRINTING & DESIGN	ENVELOPES MAGISTRATES	\$ 1,558.70
112387	RICHARD B HENRY AND ASSOCIATES LLC	19-2019-DP DEC SERVICES	\$ 845.00
112388	SORAYA RIVERA	DOS NOV 4TH MAXIMO R	\$ 168.72
112389	ROCHE SUPPLY INC	CREDIT	\$ 179.12
112390	SAGE TECHNOLOGY SOLUTIONS, INC	001186 DTD 12/17	\$ 159.36
112391	KATHLEEN SCHLOESSER	DEC MILEAGE	\$ 33.75
112392	WARREN SCHLOESSER ESQ	CM FOR NOV & DEC	\$ 805.00
112393	STARR UNIFORM CENTER	ROSLER	\$ 1,573.47
112394	THOMSON REUTERS-WEST PUBLISHING CORP	1000237917 DUE 12/31	\$ 210.00
112395	GATEHOUSE MEDIA PA HOLDINGS, INC	61721 RENEWED	\$ 165.20
112396	UGI PENN NATURAL GAS	411007494973 DUE 1/20	\$ 4,735.67
112397	LAKE ARIEL UNITED METHODIST CHURCH	SR CENTER JAN RENT	\$ 120.00
112398	VIGILNET AMERICA LLC	WC ADULT PROBATION NOV SERVIC	\$ 3,708.50
112399	VISION BENEFITS OF AMERICA	2611 WAY COUNTY JAN PREMIUM	\$ 3,992.79
112400	WASTE MANAGEMENT INC	CORRECTIONAL FACILITY DEC SERV	\$ 1,268.21
112402	WAYNE MEMORIAL COMMUNITY	DANA C 12/6	\$ 72.98
112403	W C JUVENILE PROBATION DEPT PETTY CASH	TRANSPORT 12/27 F 23.73	\$ 23.73
112404	WAYNE COUNTY SHERIFF DEPT	TRANSPORT 12/26	\$ 6.10
112405	WEX BANK	0496002009942 DUE 1/24	\$ 790.71
112406	ZOHO CORPORATION	WC IT ACCT DTD 12/19	\$ 788.80
112407	WAYNE MEMORIAL HOSPITAL	COLE D 11/25	\$ 1,074.22
112408	WAYNE MEMORIAL COMMUNITY	MAGDALENA H 12/16	\$ 72.98
112409	ACDS LLC	WC GRANT WRITING	\$ 1,800.00
112410	MATTHEW BERGER, MD., PC	MATTHEW I 8/16	\$ 1,350.00
112411	BOB BARKER CO INC	WAYPA0 DUE 12/16	\$ 2,943.82
112412	BUGAJ / FISCHER PC	2020 RETAINER REG WILLS/REC DE	\$ 1,500.00
112413	CHARLES F SIEBERT, JR	WC CORONER ACCT	\$ 2,100.00
112414	DIAMOND DRUGS, INC	EU NOV SERVICES	\$ 8,255.18
112415	ENVIRONMENTL SYSTMS RESEARCH INSTITUTE INC	115517 DUE 12/13	\$ 1,236.00
112416	RICHARD FISCHBEIN MD	DARIAN D 8/9	\$ 3,500.00
112417	MAZZITTI & SULLIVAN EAP SERVICES	LIVE WELL TRAINING	\$ 2,000.00
112418	MIDATLANTIC SOLID WASTE CONSULTANTS LLC	NOV SERVICES	\$ 2,858.47
112419	NACO	42127 2020 DUES	\$ 1,056.00
112420	RICE'S	31623 DUE 1/11	\$ 13,589.32
Total			\$ 400,551.46

January 9, 2020

Vouch	Desc	Check #	Amount
559	DEC 2019 ID HOME & COMM HAB BASE	16170	\$ 567.84
558	DEC 2019 ID RESPITE & HOME & COMM HAV BASE	16170	\$ 1,873.65
539	VIEWSONIC LED MON & CABLE	16172	\$ 121.45
538	HP P244 FHD MONITORS & TRIPPLITE DISPAYPORT CABLES	16172	\$ 330.46
573	MH REVIEW OFFICER	16173	\$ 100.00
566	DEC 2019 TLA SUPPLIES	16190	\$ 86.98
565	DEC 2019 PR COOKING GROUP SUPPLIES	16190	\$ 58.90
567	REPAIRS - FAIR AVE APTS	16174	\$ 21.34
569	REPAIRS TO COUNTY VEHICLE #215	16171	\$ 525.16
568	REPAIRS TO COUNTY VEHICLE #224	16171	\$ 1,430.00
564	MONTHLY SPRING WATER CHARGES	16175	\$ 25.00
540	DEC 2019 EMPLOYEE TRAVEL EXPENSES	16176	\$ 96.00
572	REPRESENTATION 303 MH HEARING	16177	\$ 125.00
560	NOV 2019 ID COMM HAB BASE SERV	16178	\$ 360.90
541	DEC 2019 INTERPRETING SERVICES	16179	\$ 260.00
561	JAN 2019 COPIER MAINT AGREEMENT	16180	\$ 130.88
542	DEC 2019 EI PT BASE SERVICES	16181	\$ 130.84
543	DEC 2019 EI PT BASE SERVICES	16181	\$ 130.84
548	DEC 2019 & JAN 2020 EI SNI BASE SERV	16189	\$ 518.94
544	NOV & DEC 2019 EI PT BASE SERV	16182	\$ 785.04
557	HMH REVIEW OFFICER 30RB	16182	\$ 150.00
557	DEC 2019 EI ST BASE SERV	16184	\$ 1,177.56
546	TWO TONER CARTRIDGES	16185	\$ 109.90
563	TWO TONER CARTRIDGES	16185	\$ 109.90
574	PATCH INVOICE	16187	\$ 44.00
547	MONTHLY ELECTRIC UTILITIES CHARGES	16186	\$ 154.31
570	OFFICE SUPPLIES	16188	\$ 331.94
571	OFFICE SUPPLIES	16188	\$ 344.59
562	MH HEARINGS	16194	\$ 300.00
549	DEC 2019 EI SNI BASE SERVICES	16191	\$ 1,729.80
551	NOV 2019 BH HOUSING SUPPORT SERVICES	16193	\$ 27,291.24
550	Oct 2019 BH HOUSING SUPPORT SERVICES	16193	\$ 26,127.66
553	WAV TRACKER QRTLY MAINTENANCE	16192	\$ 1,300.00
552	SC TRACKER EI & id QRTLY MAINT	16192	\$ 1,300.00
537	NOV 2019 IM4QS	16169	\$ 2,685.00
554	COMMERCIAL HEATING SERVICE	16195	\$ 395.02
555	MONTHLY CELL PHONE CHARGES	16196	\$ 1,235.63
556	DEC 2019 PART ST TRAINING KITCHEN SUPPLIES	16198	\$ 261.87
			<b>\$ 72,727.64</b>

**911**

10795	KRAUS ASSOCIATES, INC	WC 911 ACCT	\$ 2,267.00
10796	CDW LLC	3440668 DUE 1/3	\$ 136.04
10797	LEONARD W GILPIN JR	1/2 TOWER LEASE NEWFOUNDLAND	\$ 1,800.00
10798	NATHAN R GILPIN SR	1/2 2020 LEASE NEWFOUNDLAND	\$ 1,800.00
10799	INVO TECHNOLOGIES LLC	WAYNE COUNTY COMM DUE 12/20	\$ 3,400.00
10800	MCI COMM SERVICE	2DF81923 DUE 1/9	\$ 37.73
10801	PENELEC	100076689239 DUE 1/10	\$ 186.06
10802	PPL ELECTRIC UTILITIES	7393123028 DUE 1/21	\$ 77.64
10803	ROCK OF HOREB FOUNDATION INC	2020 LEASE FARVIEW TOWER	\$ 3,600.00
10804	VERIZON	250395582000197 DUE 1/6	\$ 860.65
10805	VERIZON	S0234619 DUE 1/19	\$ 408.42
10806	WASTE MANAGEMENT INC	WC EOC DEC SERVICES	\$ 65.70

**Children & Youth 06**

697	AVANCO INTERNATIONAL INC	WCCYS CAPS QUARTERLY SUPPORT 1	\$ 7,879.03
698	NICHOLAS A BARNA	WCCYS GAL SVCS. OCT/NOV 2019	\$ 4,063.00
699	JACQUILYN & ROBERT BARNA	WCCYS FC DECEMBER 2019	\$ 862.00
700	EDWARD CALABRESE	TRAVEL EXPENSE DECEMBER 2019	\$ 85.00
701	CDW LLC	WCCYS SURFACE PRO DOCK FOR AMY	\$ 238.60
702	CHILDRENS HOME OF EASTON	WCCYS SVCS. DECEMBER 2019	\$ 9,410.36
703	CLEAR VISION RESIDENTIAL	WCCYS Inv.# 3810/3811 SVCS. DE	\$ 7,827.20
704	LINDSEY COLLINS, ESQUIRE	WCCYS SVCS. DECEMBER 2019	\$ 1,945.50
705	COMMUNITY SOLUTIONS INC	WCCYS SVCS. NOVEMBER 2019	\$ 5,355.00
706	PAUL COSTANZO	WCCYS DRIVING SCHOOL FOR IL YO	\$ 500.00
707	TIMOTHY & BOBBIE-LEE DAILEY	WCCYS FC DECEMBER 2019	\$ 1,946.00
708	SHADOE & EMILY DANIELS	WCCYS FC DECEMBER 2019	\$ 3,585.02
709	FLEDERBACH FOODS INC	WCCYS DECEMBER 2019 STATEMENT	\$ 490.68
710	DE LAGE LANDEN FIN SERVICES	WCCYS COPIER LEASE 12/15/19-1/	\$ 217.00
711	RITA DIMICELI & JOSEPH HENKEL	WCCYS FC DECEMBER 2019	\$ 1,050.18
712	MICHAEL B WALSH	WCCYS SVCS. DECEMBER 2019	\$ 21,819.30

January 9, 2020

713	HOTEL WAYNE	WCCYS CLIENT STAY 12/6/19-12/1	\$ 984.50
714	JAY'S BUSINESS SYSTEMS, INC	WCCYS CONTRACT OVERAGE CHRG DE	\$ 64.44
715	SHANNON JOYAL	TRAVEL EXPENSE DECEMBER 2019	\$ 14.57
716	EDITH LAVELLE	WCCYS FC DECEMBER 2019	\$ 108.00
717	AMANDA & ANDREW LINDSEY	WCCYS FC DECEMBER 2019	\$ 1,127.53
718	MATTHEW & ANNETTE MANDEVILLE	WCCYS FC DECEMBER 2019	\$ 1,056.25
719	KYLE PIECZYNSKI & ARMANDRIA MULLEN	WCCYS FC NOVEMBER 2019	\$ 1,685.00
720	ELAINE PINTO	WCCYS FC DECEMBER 2019	\$ 1,810.00
721	CHRISTINE RECHNER	WCCYS SVCS DECEMBER 2019	\$ 2,876.80
722	RICHARD B HENRY AND ASSOCIATES LLC	WCCYS SVCS. DECEMBER 2019	\$ 1,296.25
723	KATIE & FREDERICK RINDOCK	WCCYS FC DECEMBER 2019	\$ 372.00
724	NICOLE SHRADNICK	TRAVEL EXPENSE DECEMBER 2019	\$ 71.20
725	SPALL,RYDZEWSKI,ANDERSN,LALLY&TUNS	WCCYS GAL SVCS. NOVEMBER 2019	\$ 191.25
726	BEVERLY SPITTEL	TRAVEL EXPENSE DECEMBER 2019	\$ 40.50
727	ASHLEY STARNES	TRAVEL EXPENSE DECEMBER 2019	\$ 35.00
728	NICHOLE STANTON	WCCYS RENT FOR MW DECEMBER 201	\$ 450.00
729	VERONICA STEWART	WCCYS FC DECEMBER 2019	\$ 877.00
730	DONNA SWEENEY	WCCYS FC DECEMBER 2019	\$ 1,792.00
731	TIM & MICHELLE SWEENEY	WCCYS FC DECEMBER 2019	\$ 1,704.00
732	BETH THOMAS	TRAVEL EXPENSE DECEMBER 2019	\$ 12.81
733	UNITED CHARITIES INC. OF HAZELTON	WCCYS SVCS. DECEMBER 2019	\$ 4,495.00
734	VERIZON WIRELESS	WCCYS CELL PHONE 12/24/19-1/23	\$ 1,350.03
735	MICHAEL WORMUTH	WCCYS FOOD & PERSONAL INCIDENT	\$ 360.00

### Domestic Relations Incentive

169	WAYNE CO. GENERAL FUND	JAN EXPENSES	\$ 2,200.00
-----	------------------------	--------------	-------------

### Construction 61

11	CM3 BUILDING SOLUTIONS INC	WAYNE COUNTY APPLICATION 19	\$ 132,624.03
14	CLEAR BALLOT GROUP INC	NEW VOTING MACHINES	\$ 100,350.00
15	LEE KRAUSE ESCROW ACCOUNT	DEPOSIT FOR PURCHASE OF LAND	\$ 5,000.00

At this time, a motion was made by Commissioner Adams, seconded by Commissioner Smith and unanimous to recess to hold a Retirement Board meeting. See Retirement Board minutes.

The Commissioners' meeting resumed.

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

---

Andrew M. Seder, Chief Clerk