

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 James Shook and Commissioner Jocelyn Cramer present.

The Commissioners were presented with copies of minutes from the meeting held July 27, 2023. A motion was made by Commissioner Cramer, seconded by Commissioner Shook and unanimous to approve the minutes for July 27, 2023.

Agenda

Scheduled to meet with the Commissioners: Deputy HSA Administrator Pam Wilson – Emergency Solution Grant application.

Items to be considered: Wayne County ARP municipal grant to Scott Township; Adopt Resolution 03-08-2023; Revised RDA 300 and RDA 301 for the Hawley Silk Mill; Approve an MOU; Award the Judge Waller Building lift bid; Certification statements; Medical Assistance Transportation Program participation grant; Salary Board meeting; Payment of bills; Election Board meeting.

Correspondence and Communications

Received a copy of the July 2023 Sheriff's monthly report from Sheriff Chris Rosler.

Public Comment

Kathy Sheppard, from Honesdale, spoke on a friend of hers not doing well health wise.

New Business

A motion was made by Commissioner Smith, seconded by Commissioner Shook and unanimous to approve a Wayne County ARP municipal grant to Scott Township for \$30,000 for the Big Valley Road project.

Deputy HSA Administrator Pam Wilson on Emergency Solutions Grant application. Ms. Wilson explained what the money would be used for and that we have applied for this grant for 10 years.

A motion was made by Commissioner Smith, seconded by Commissioner Cramer and unanimous to adopt Resolution 03-08-2023 and related documents authorizing the filing of an application for an Emergency Solutions Grant 23 allocation in the amount of \$146,286 for Rapid Rehousing, Homelessness Prevention, and Emergency Shelter.

A motion was made by Commissioner Shook, seconded by Commissioner Cramer and unanimous to approve the revised RDA 300 and RDA 301 for the Hawley Silk Mill II initiative – RACP grant.

A motion was made by Commissioner Cramer, seconded by Commissioner Shook and unanimous to approve an MOU between the Wayne County Sheriff's Department, Honesdale Borough and the Wayne County Fair Association.

A motion was made by Commissioner Shook, seconded by Commissioner Cramer and unanimous to accept the engineer's recommendation and award the Judge Waller Building lift project contract. The Contract goes to Grimm Construction Inc., of Waymart, in the amount of \$148,828, as the lowest responsible bidder.

A motion was made by Commissioner Smith, seconded by Commissioner Cramer and unanimous to approve certification statements for the Election Integrity Grant in the amount of \$184,695.63.

August 3, 2023

A motion was made by Commissioner Shook, seconded by Commissioner Cramer and unanimous to approve the Medical Assistance Transportation Program participation grant agreement and assurance of compliance.

A motion was made by Commissioner Cramer, seconded by Commissioner Shook and unanimous to promote Corrections Officer Jaylene Galletti from part-time to full-time, effective August 6, 2023.

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 Shook, seconded by Commissioner Cramer and unanimous to hire Rebecca O’Neill as a County Caseworker 1 at Children and Youth Services, effective August 28, 2023.

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 Cramer, seconded by Commissioner Shook and unanimous to promote Social Service Aide 1 Anthony Tirado to County Caseworker 1 at Children and Youth Services, effective August 14, 2023.

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 Shook, seconded by Commissioner Cramer and unanimous to promote Caseworker II Kelly Hocker to a Caseworker III at BDPEI, effective August 7, 2023.

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 August 2, 2023.

A motion was made by Commissioner Cramer, seconded by Commissioner Shook and unanimous to approve the following bills for payment, as presented, which includes Checks No. 127040 through 127187. 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
98045 EFT	PPL ELECTRIC UTILITIES	07936-17160 DUE 8/10/23	\$ 4,993.57
98240 EFT	W C HEALTH BENEFIT FUND	WEEKLY HEALTH TRANSFER	\$ 125,000.00
127040	AMBITEC, INC	RTS BALLISTIC ARMOR DOOR PANEL	\$ 7,199.98
127041	AUTOMATED LIFESTYLES LLC	WCACCOUNT DUE 7/16/2023	\$ 3,900.00
127042	AUTO PARTS OF HONESDALE INC	W0310 DTD 7/25/23	\$ 90.65
127043	RICHARD BANKS	AL GELATT 0000627-2021 DTD 7/2	\$ 75.10
127044	BIO-HAZ SOLUTIONS INC	131156 DTD 7/10/23	\$ 38.00
127045	BLUE RIBBON FARM DAIRY INC	0-1232 DTD 7/25/23	\$ 362.63
127046	BLUE RIDGE CABLE TECHNOLOGIES INC	0367472-01 DUE 8/6/23	\$ 59.06

August 3, 2023

127047	CDW LLC	3440668 DUE 8/13/23	\$	3,587.00
127048	LINDSEY COLLINS, ESQUIRE	ARBITRATOR 7/24/2023	\$	2,247.20
127049	DE LAGE LANDEN FIN SERVICES	54444 DUE 8/15/23	\$	922.45
127050	DIRLAM BROS LUMBER CO INC	WAY120 DTD 7/17/23	\$	283.20
127051	METROPOLITAN FOODS, INC	WAYNDV DTD 7/20/2023	\$	1,130.91
127052	CHRISTOPHER FARRELL, ESQ	RE: KS 6-2022-DP DTD 5/26/23	\$	212.50
127053	FARLEY & WEED, LLC	REK KK,MK,SK DTD 7/20/23	\$	72.25
127054	HEALTH NETWORK LABORATORIES, LP	D.S. DOS 4/10/2023	\$	2,850.00
127055	FOUNDATION RADIOLOGY GROUP PC	J M RODRIGUEZ DOS 6/30/23	\$	24.57
127056	FRITZ BROS INC	WAY222 DTD 7/18/23	\$	19.50
127057	FROMM ELECTRIC SUPPLY CORP	231549 DTD 7/26/23	\$	12.36
127058	GALLS PARENT HOLDINGS, LLC	4855925 DUE 8/4/2023	\$	607.97
127059	GLOBAL DATA CONSULTANTS,LLC	PROJECT 20221013002 DUE 7/15/2	\$	225.00
127060	GFL HOLDCO (US) LLC	KE41284 WC CORRECTIONAL DTD 7/	\$	1,367.86
127061	W.W. GRAINGER, INC.	838681526 DUE 8/16/2023	\$	252.07
127062	NICHOLAS DAVID GREGORY	ARBITRATOR 7/24/2023	\$	368.70
127063	PHILIP C GUTHERZ	JULY SERVICES	\$	4,500.00
127064	DENEEN E GYDOSH	CR-80-2023 DTD 7/19/23	\$	202.05
127065	BOROUGH OF HAWLEY	DJ CARNEY AUGUST RENT	\$	1,100.00
127066	RANDY S HELLER	MILEAGE AND TRAINING JUNE/JULY	\$	751.07
127067	HEMLOCK GROVE CHURCH	SR CENTER AUGUST RENT	\$	150.00
127068	MATTHEW HENNEFORTH	MILEAGE JULY 2023	\$	6.55
127069	HONESDALE FARM & GARDEN INC.	700557 DTD 7/24/23	\$	251.99
127070	MONTROSE AUTO PARTS INC	22621 DTD 7/27/23	\$	12.49
127071	ALFRED G HOWELL ESQ	SPRING CONFERENCE JULY 2023	\$	1,106.79
127072	IDVILLE INC	2487113 DUE 8/20/2023	\$	216.28
127073	INFOCON CORPORATION	WAY2703 DUE 7/31/2023	\$	2,510.93
127074	JAMES H. WILSON FUNERAL HOME INC.	E BEDNARZ TRANSPORT X 2 DTD 7	\$	375.00
127075	KATHRYN A KARAM, ATTORNEY AT LAW	MARCH 2023 SERVICES	\$	1,650.00
127076	WENDELL R KAY	JULY SERVICES	\$	4,833.33
127077	KELG REAL ESTATE, LLC	JULY RENT	\$	3,000.00
127078	CARLA KOMAR	MILEAGE JULY 2023	\$	93.72
127079	LACKAWANNA MOBILE X RAY INC	WC CORRECTIONS JUNE 2023	\$	366.00
127080	L H REED & SONS INC	WC PRISON KITCHEN AIR CONDITIO	\$	1,375.26
127081	MARKET 13 LESTER STINNARD	LEADERSHIP TRAINING 8/3/2023	\$	1,000.00
127082	MESKO GLASS & MIRROR CO INC	7174 DTD 7/14/2023	\$	208.25
127083	M.M.M. WASTE REMOVAL INC	WAYNE COUNTY DUMPSTERS DUE 8/7	\$	289.20
127084	NATIONAL SHERIFF'S ASSOCIATION	CHRIS ROSLER MEMBER ID 319862	\$	142.00
127085	NORTHERN TIER RESEARCH INC	WC DA ACCT DTD 7/27/2023	\$	475.00
127086	MARGARET O'NEILL	DJ DUNSINGER AUGUST RENT	\$	1,200.00
127087	PENNSYLVANIA PAPER & SUPPLY CO	3711 DTD 7/26/2023	\$	1,255.04
127088	PENN STATE EXTENSION	2023 2ND Q APPROPRIATION	\$	12,479.00
127089	THE PENNSYLVANIA STATE UNIVERSITY	CHELSEA HILL 4/30,5/31,6/30/23	\$	15,496.78
127090	PERFORMANCE FOOD GROUP INC	25970 DTD 7/24/2023	\$	2,270.73
127091	PETPARTNERS, INC.	9 EMP CONTRIBUTIONS 7/24-8/6/2	\$	292.73
127092	PA RECORDER OF DEEDS ASSOCIATION	D BATES/J NOBEL REGISTRATION	\$	225.00
127093	QUALITY PRINTING & DESIGN	737 DTD 7/27/23	\$	280.65
127094	STAPLES INC	9632236 DUE 8/20/2023	\$	123.97
127095	CHRISTINE RECHNER	ARBITRATOR 7/24/2023	\$	504.60
127096	PATRICK ROBINSON	JULY SERVICES	\$	5,833.33
127097	ROBIN SAMPSON	JULY MILEAGE 2023	\$	183.40
127098	STAPLES ADVANTAGE	PHL 10088114 DUE 7/31/2023	\$	3,779.39
127099	STARR UNIFORM CENTER	CORAZZI DTD 7/25/23	\$	493.90
127100	THE CAR WASH IN HAMLIN HWY., LLC	JULY 2023 STATEMENT DUE 8/15/2	\$	44.00
127101	HOWARD THOMPSON	FORD E TRANSIT 7/21/2023	\$	56.99
127102	TOPP BUSINESS SOLUTIONS	WC02 DUE 8/16/23	\$	1,157.00
127103	UGI UTILITIES INC	411004862271 DUE 8/23/23	\$	856.14
127104	VERIZON	570 253-2385 DUE 8/7/2023	\$	494.13
127105	WAYNE MEMORIAL HOSPITAL	V01066487115 J STAUFFER DOS 6/	\$	1,424.30
127106	WAYNE MEMORIAL COMMUNITY	M YZKANIN DOS 6/20/2023	\$	53.25
127107	WAYNE CO. ADULT PROBATION DEPT	REIMBURSE PETTY CASH APRIL-JUN	\$	293.72
127108	WAYNE COUNTY EMPLOYEE	JULY 14,2023 DEDUCTIONS	\$	149,595.15
127109	WAYNE COUNTY RESERVE ACCOUNT	TEMP INVESTMENT 7/25/2023	\$	2,500,000.00
127110	WC SHERIFF DEPARTMENT	29-DR-2023 DTD 7/24/2023	\$	64.00
127111	WC SHERIFF DEPARTMENT	282-DR-2023 DTD 7/25/23	\$	184.00
127112	ZIMMERMAN & OHLIGER LLC	MATTER ID: 2019-0156 DTD 7/5/2	\$	327.50
127113-	JURORS	JULY 2023 JUROR TERM	\$	920.64
127187	Total		\$	<u>2,880,407.79</u>

HSA WEEKLY CHECK REPORT - 8/3/23

VENDOR	AMOUNT	DESCRIPTION	CK #
AQUA PENNSYLVANIA INC	\$34.66	WATER BILL ADC, 6/19-7/19/23	52967
AQUA PENNSYLVANIA INC	\$65.61	WATER BILL HAWLEY 6/19-7/19/23	52967
FFCSP CONS D.B.	\$65.08	FFCSP SERV. & SUPPL.-JUL 2023	52968
OPTIONS CONS. J.B.	\$1,140.00	OPTIONS CONS. REIMB.-JUL 2023	52969
BLUE RIDGE CABLE TECHNOLOGIES INC	\$472.81	TV/INT/PHN-HWLY/ADC 7/22-8/21	52970
BLUE RIDGE CABLE TECHNOLOGIES INC	\$137.07	CABLE TV D&A 8/7-9/6	52971
ODP BUSINESS SOLUTIONS LLC	\$460.39	OFFICE SUPPL.-AAA,KIM GK, 7/18	52972
ODP BUSINESS SOLUTIONS LLC	\$66.53	OFFICE SUPPLIES 7/10/23	52972
APRIL CLARK	\$113.32	STAFF TRAVEL - JUL 2023	52973
HELEN COBB	\$59.61	STAFF TRAVEL - JUL 2023	52974

August 3, 2023

JOHN COLLINS	\$70.56	STAFF TRAVEL - JUN 2023	52975
AMANDA CRANE	\$166.92	VOLUNTEER TRAVEL SOC, JUN	52976
GFCSP CONS K.C.	\$182.86	GFCSP SVCS & SUPPLS JUN 2023	52977
FLEDERBACH FOODS INC	\$591.50	BEEF/CHKN/PANCAKE DAMASCS SFPP	52978
FLEDERBACH FOODS INC	\$4,563.00	BEEF/CHKN/PANCAKE HNSDL SFPP	52978
FLEDERBACH FOODS INC	\$1,892.80	BEEF/CHKN/PANCAKE LAKEVL SFPP	52978
FLEDERBACH FOODS INC	\$929.50	BEEF/CHKN/PANCAKE LAKEWD SFPP	52978
FLEDERBACH FOODS INC	\$845.00	BEEF/CHKN/PANCAKE NEWFDLD SFPP	52978
FFCSP CONS. C.F.	\$176.04	FFCSP SUPPL. & SVCS.-JUN 2023	52979
GFL HOLDCO (US) LLC	\$214.26	TRASH HAWLEY & ADC JUL & AUG	52980
GFL HOLDCO (US) LLC	\$511.56	TRASH 323 10TH HNSDL JUL & AUG	52981
GFL HOLDCO (US) LLC	\$66.45	TRASH 330 12TH RVRVW AUG	52982
CORRIN HALLOCK	\$160.00	CHAIR YOGA HNSDL 7/6,16,20,27	52983
DAVID HARTUNG	\$23.75	FOOD, 7/12 SOC LDRSHP. MTG.	52984
JO-ANNE HOOEY	\$103.23	STAFF TRAVEL - JUL 2023	52985
OPTIONS CONS. L.L.	\$25.25	FINGERPRINTING 7/14/23	52986
OPTIONS CONS. B.M.	\$864.00	OPTIONS CONS SVCS REIMB JUN	52987
MICHAEL MANGIN	\$50.00	VOLUNTEER TRAVEL SOC, JUN	52988
CHRISTOPHER BARSCHESKI	\$119.90	TONER W.WARD - 7/25/23	52989
ORIENTAL TRADING CO INC	\$65.97	PICNIC TABLECLOTHS, HONES.-6/28	52990
DEANNA OWENS	\$41.13	STAFF TRAVEL - JUN 2023	52991
GFCSP CONS. N.R.	\$600.00	GFCSP SUPPL. & SVCS.-JUN 2023	52992
FFCSP CONS. S.M.	\$432.00	FFCSP SERVICES APR 2023	52993
FFCSP CONS. S.M.	\$528.00	FFCSP SERVICES MAR 2023	52993
FFCSP CONS. S.M.	\$528.00	FFCSP SERVICES MAY 2023	52993
FFCSP CONS. G.S.	\$465.90	FFCSP SVCS & SUPPLS JUL 2023	52994
THE RED SCHOOLHOUSE INC	\$150.00	HAMLIN PICNIC, 15 ADDTL MEALS	52995
THE RED SCHOOLHOUSE INC	\$1,545.00	HAWLEY PICNIC 7/28, FOOD	52996
TIME AWAY RENTALS LLC	\$822.00	AUG RENT 102 11TH B.B. ESG CV2	52997
OPTIONS CONS. R.T.	\$741.00	OPTIONS CONS. REIMB.-JUN 2023	52998
TULEYA REFRIGERATION INC	\$200.00	REP. BASMT W/I FRZ ML PRP 6/22	52999
TULEYA REFRIGERATION INC	\$288.64	REPAIR WALKIN KIT ML PREP 6/16	52999
THE ARTINA GROUP INC	\$426.24	2000 CHECKS, AGING AP 7/18/23	53000
UGI UTILITIES INC	\$36.41	GAS BILL, D&A, 6/22-7/21/23	53001
UGI UTILITIES INC	\$30.65	GAS BILL, LIVERY, 6/22-7/21/23	53002
JOANNA VANTINE	\$37.97	VOL TRAVEL & MTG., SOC 7/26	53003
VERIZON	\$41.51	AAA ELEVATOR PHONE 7/24-8/23	53004
WALMART CREDIT CARD	\$400.71	MO CHG CD PYMT, 7/19/23 STMT	53005
WAYNE COUNTY COMMISSIONERS	\$48,665.86	BC/BS FY22-23 4Q APR-JUN 2023	53006
WAYNE COUNTY COMMISSIONERS	\$861.78	WC/UC FY22-23 3Q JAN-MAR ADDTL	53007
WAYNE COUNTY COMMISSIONERS	\$39,068.75	IT SVCS FY22-23 4Q APR-JUN2023	53008
WAYNE COUNTY COMMISSIONERS	\$39,634.64	WC/UC FY22-23, 4Q APR-JUN 2023	53009
WAYNE COUNTY COMMISSIONERS	\$165,903.75	PAYROLL OF 6/30/23	53010
W C TRANSPORTATION SYSTEM	\$14,830.25	AAA TRANSPORT SVCS APR 2023	53011
HENRY WILLIAMS	\$25.25	FINGERPRINTING 7/14/23	53012
ZELENKOFKSKE AXELROD LLC	\$49,692.50	CONSULT SVC, HSA - MAY 2023	53013
	\$380,235.57		

TRANSPORTATION WEEKLY CHECK REPORT – 8/3/23

VENDOR	AMOUNT	DESCRIPTION	CK #
A&A AUTO PARTS STORES, INC	\$49.94	DIAGNOSTC ADDITVS 82,83,87,90	53014
CARL ALBRIGHT	\$33.24	FOOD-ADVISORY BD. MTG. 7/20	53015
PA TURNPIKE TOLL BY PLATE	\$5.60	TOLL BY PLATE #A-15, 6/30/23	53016
TRC ENGINEERING SERVICES	\$4,693.75	INSP A#S 3-5, 9, 12-16 CAP GRT	53017
WAYNE COUNTY RECYCLING CENTER	\$124.00	31 TIRES RECYCLED 7/25/23	53018
	4,906.53		

BDP/EI

Check	Vendor	Description	Amount
3669	HALEY BOND	07/2023 TRAVEL REIMBURSEMENT	\$ 32.75
3670	CARE FOR PEOPLE PLUS, INC.	07/2023 H&C AND FAM AIDE AVCS	\$ 1,619.72
3671	CENTER FOR COMMUNITY RESOURCES	FY 22-23 QTR 4 CMSGB COVID CRI	\$ 43,463.38
3672	CDW LLC	3440668 DUE 8/10/23	\$ 90.00
3673	FLEDERBACH FOODS INC	CODE 6758 WC HOUSING 07/25/23	\$ 249.24
3674	GFL HOLDCO (US) LLC	KE4602 AUG 2023 FAIR AVE	\$ 60.95
3675	ABIGAIL HAINES	07/2023 TRAVEL REIMBURSEMENT	\$ 63.19
3676	KIMBERLY HANF	07/2023 TRAVEL REIMBURSEMENT	\$ 58.97
3677	SUSAN G. HAYDEN	07/2023 SPEECH THERAPY SVCS	\$ 589.90
3678	HOTEL WAYNE, INC.	STAY 7 NIGHTS 06/23-06/30 K.D.	\$ 2,242.04
3679	JENNIFER KOKINDA	07/2023 TRAVEL REIMBURSEMENT	\$ 60.71
3680	JENNIFER L MALAK	07/2023 PT SERVICES	\$ 277.60
3681	NANCY MUCHA	07/2023 SPEECH THERAPY SVCS	\$ 347.00
3682	PEDIATRIC SERVICES OF AMERICA	07/2023 H&C BASE SVCS	\$ 2,518.60
3683	POCONO PEST CONTROL INC	PEST CTRL SERVICE 1802 FAIR AV	\$ 825.00
3684	PPL ELECTRIC UTILITIES	39641-25061 12 ST APT 3 DUE 8/	\$ 214.77
3685	REACHING BEYOND LIMITS BEHAVIORAL HEALTH LLC	07/2023 SPECIAL SUPPORT SVCS	\$ 176.64
3686	KAREN E RICKERT	06/2023 SPEC. INSTRUCTION SVCS	\$ 856.24
3687	VERIZON	7-5702530506 DUE 8/7/23	\$ 39.10
3688	WAYNE COUNTY COMMISSIONERS	QTR END 03/2023 MILR REIMBURSE	\$ 60,937.50

August 3, 2023

Total				\$ <u>114,723.30</u>
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911

98046	GFL HOLDCO (US) LLC	KE41287 WC EMERG OP DTD 7/15/2	\$ 214.26
98047	MCI COMM SERVICE	2DF81923 DUE 8/9/2023	\$ 37.80
98048	VERIZON	S0234619 DUE 8/19/23	\$ 408.42

Health Account

98046 EFT	BROKERAGE CONCEPTS LLC	HIGHMARK CLAIMS 7/26-8/1/2023	\$ 57,432.36
114820	DAVID HARRISON	JULY CONSULTING FEE DUE 8/31/2	\$ 5,226.00

ERAP

98251	MICHELE LAMANNA	LA POL RENT APRIL/MAY 2023	\$ 2,650.00
98252	ORCHARD GROVE LLC	JE SAN RENT JULY 2023	\$ 135.00
98253	PPL ELECTRIC UTILITIES	91871-27125 ER ZIS UTILITIES M	\$ 3,832.66
98254	TIME AWAY RENTALS LLC	BA HAN RENT AUGUST 2023	\$ 3,415.00
98255	WASTE MANAGEMENT	23-89907-93000 JE SAN UTILITIE	\$ <u>162.93</u>
Total			\$ <u>10,195.59</u>

ARP

1017	TIMOTHY J KOHRS	PARK ST COMPLEX STORMWATER IMP	\$ 111,020.50
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Act 13

543	JOSHUA J KNORR	APPLICATION 1 DCNR CONTRACT BRC-RCD-27-249	\$ 85,572.14
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A motion was made by Commissioner Smith, seconded by Commissioner Cramer and unanimous to amend the agenda.

A motion was made by Commissioner Smith, seconded by Commissioner Shook and unanimous to approve a letter of support to the PA Broadband Authority for WEDCO's application to the Capital Projects fund, for Accelerate Wayne, a broadband expansion initiative being submitted in conjunction with the Wayne County Commissioners and several Internet service providers to expand broadband service throughout Wayne County.

A motion was made by Commissioner Smith, seconded by Commissioner Cramer and unanimous to authorize CFO Vicky Botjer to continue negotiations without offering any commitment of the County. Ms. Botjer noted that next week the Commissioners will be considering a cooperative agreement between the County and WEDCO and a financial commitment letter.

A motion was made by Commissioner Smith, seconded by Commissioner Shook and unanimous to recess the meeting for an Election Board meeting at 11:30 a.m. See Election 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