

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 Jocelyn Cramer present and Commissioner Joseph W. Adams participating via phone conference.

The Commissioners were presented with a copy of the minutes from the meeting held August 11, 2022. A motion was made by Commissioner Smith, seconded by Commissioner Cramer and unanimous to approve the minutes of the said meeting.

Agenda

Scheduled to with the Commissioners: Human Services Administrator Michelle Valinski - State FY 2022/23 Human Services Block Grant Plan.

Items to be considered: Employee anniversary recognition; State FY 2022/23 Human Services Block Grant Plan; Resolution 2022-8-18-A; Resolution 2022-8-18-B; Commonwealth of PA – Contract ME 300-2566; contract for 911 Plan Management & Consulting with Essential Management Solutions, LLC; File Litigating Subdivision Certification; Children and Youth Services Certification Statement; Extension of Emergency Solutions Grants; ARP Municipal Grant Program awards; Salary Board meeting; Payment of bills.

Correspondence and Communications

Receive a notice from Wayco, Inc. regarding a Hot Mix Asphalt Plant Renewal Application submitted to the PA Department of Environmental Protection for a project in Palmyra Township.

Received a letter of resignation from Courtney Kizer, Clerk in the Recorder of Deeds and Reister of Wills office, effective August 26, 2022. A motion was made by Commissioner Cramer, seconded by Commissioner Smith and unanimous to accept this letter.

Received a letter of resignation from Jaclyn MacMillan, Caseworker I in Children and Youth Services, effective August 15, 2022. A motion was made by Commissioner Cramer, seconded by Commissioner Smith and unanimous to accept this letter.

Received a request from Human Resource Director Stacey McConnell to adjust the resignation date for Shanequa Moser from the date of August 26, 2022 to August 19, 2022. A motion was made by Commissioner Cramer, seconded by Commissioner Smith and unanimous to approve this request.

Public Comment

Paul Altman spoke to the Commissioners concerning his objection to the way the court staff manages jury lists. Mr. Altman feels, or as his interpretation of the rules, the jury staff should be keeping a list of disqualified jurors. As per prior discussion, Chief Clerk Andrew Seder will follow up with Mr. Altman regarding some of his questions.

New Business

The Commissioners held an employee anniversary recognition. The following County employees were in attendance:

Mary Kern	Area Agency on Aging	1 year
Augustine DeJesus	Human Services	1 year

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Mary Ursich, Director of the Area Agency on Aging, introduced Mary Kern who is an Administrative Assistant in the Area Agency on Aging. Ms. Ursich indicated Ms. Kern's patience and problem solving skills has helped to streamline processes, as well as, provide a more professional support system for consumers and staff. The Commissioners thanked Ms. Kern for choosing to work with Wayne County and appreciate her support for both staff and the aging consumer.

Human Services Administrator Michelle Valinski, Service Program Specialist Dave Hartung, and Administrative Officer Heather Miszler were present for the one year anniversary of Augustine DeJesus, who serves as an Administrative Assistant for each of these individuals located within the Livery Building. Each of them provided comments regarding Mr. DeJesus's ability to multitask, as well as, greet visitors that are seeking services. The Commissioners thanked Mr. DeJesus for his dedication. Mr. DeJesus thanked the Commissioners for hiring him and said he is very pleased to work in the Human Services Department.

Human Services Administrator Michelle Valinski presented the State FY 2022/23 Human Services Block Grant Plan. This is a primary funding source for Behavioral Health and the Intellectual Disabilities programs and has been flat funded for 11 years from the Commonwealth. The Block Grant distributions allow flexibility to reallocate funds based on the need for services allowed within the plan. A motion was made by Commissioner Cramer, seconded by Commissioner Adams and unanimous to approve and submit the SFY 2022-23 Block Grant Plan.

A motion was made by Commissioner Smith, seconded by Commissioner Cramer and unanimous to adopt Resolution 2022-8-18-A requesting a Redevelopment Assistance Capital Program Grant from the Office the Budget for a housing project in Honesdale Borough.

A motion was made by Commissioner Adams, seconded by Commissioner Smith and unanimous to adopt Resolution 2022-8-18-B requesting a Redevelopment Assistance Capital Program Grant from the Office the Budget for a building project in the Sterling Business and Technology Park.

A motion was made by Commissioner Adams, seconded by Commissioner Smith and unanimous to execute the Commonwealth of PA – Contract ME 300-2566 as Grantee and WEDCO as Subgrantee for a Redevelopment Assistance Capital Program Grant in the amount of \$1.0 million for the Sterling Business and Technology Park Building.

A motion was made by Commissioner Smith, seconded by Commissioner Cramer and unanimous to execute a contract (continued services) for 911 Plan Management & Consulting with Essential Management Solutions, LLC, for \$22,800 annually, with two annual renewal options.

A motion was made by Commissioner Smith, seconded by Commissioner Cramer and unanimous to file Litigating Subdivision Certification and authorize Vicky J. Botjer, CFO, to execute any and all documents for Wayne County Opioid Settlement Trust Funds.

A motion was made by Commissioner Cramer, seconded by Commissioner Smith and unanimous to execute and submit the January 1, 2022 to March 31, 2022 Children and Youth Services Certification Statement with total expenditures of \$1,451,448.

A motion was made by Commissioner Cramer, seconded by Commissioner Smith and unanimous to request a formal extension of Emergency Solutions Grants - CV series until June 30, 2023, as proposed and allowed by the PA Department of Community and Economic Development.

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CFO Vicky Botjer spoke regarding the Municipal Grant Program funds with American Rescue Plan (ARP) dollars. The Commissioners recently held an information session with all the boroughs and townships and announced this project to enhance the individual funding each municipality receives directly for infrastructure investments from ARP. A motion was made by Commissioner Adams, seconded by Commissioner Cramer and unanimous to approve the ARP Municipal Grant Program awards for the following townships in the amount of \$30,000 each:

Preston Township	Building/Garage Upgrade Project
Lebanon Township	Building addition
Dreher Township	Act 537 Plan
Lehigh Township	Building Project

A motion was made by Commissioner Smith, seconded by Commissioner Cramer and unanimous to appoint the following temporary part-time/hourly Tax Assessment Board Members for the Formal Appeal process:

Robert Bryden	Andrea Chapman	David J. Ford
Donna LaBar	Louis LaBar	James LaBar
Mark Lopatofsky	James J. Murray	Linus H. Myers
Steven M. Schwartz	Erwin Juran	Ron Lewis
John Haggarty		

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 Adams and unanimous to hire David Nichols as a part-time Van Driver in the Wayne County Transportation Department, effective August 29, 2022.

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 Adams and unanimous to hire Holly Cruz as a Human Resource Analyst 1 in the Human Services Department, effective August 22, 2022.

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 Adams and unanimous to hire Cameron Jackman as a part-time Corrections Officer in the Wayne County Correctional Facility, effective August 29, 2022.

At this time, the Commissioners recessed to hold a Salary Board meeting. [See Salary Board minutes.](#)

The Commissioners' meeting resumed.

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Other Business

The Commissioners received a copy of the Treasurer's Report dated August 17, 2022.

A motion was made by Commissioner Smith, seconded by Commissioner Cramer and unanimous to approve the following bills for payment, as presented, which includes Checks No. 122886 through 123043. 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
97453 EFT	PPL ELECTRIC UTILITIES	97336-22028 DUE 8/25/22	\$ 624.34
97694 EFT	W C HEALTH BENEFIT FUND	WEEKLY HEALTH TRANSFER	\$ 100,000.00
122886	THE ADT CORPORATION	402689789 DUE 8/28/22	\$ 55.73
122887	LUDMILA P ANNABLE	INTERPRETER ON 8/8/22	\$ 567.50
122888	ATT MOBILITY	287293897490 DTD 7/31/22	\$ 456.75
122889	GOVERNMENT REVENUE SOLUTIONS HOLDINGS I, LLC	C100709 DUE 8/28/2022	\$ 139.45
122890	B.E.S.T. INC	WC ASSESSMENT ACCT DTD 8/1/22	\$ 1,349.00
122891	BULLDOG MAINTENANCE CO INC	JULY 22 SERVICES	\$ 5,760.00
122892	STEVEN E BURLEIN	POSTAGE JUNE AND JULY 22	\$ 24.86
122893	CAMPBELL LAW OFFICES	RE: GA DUE 8/30/22	\$ 992.11
122894	CCAP	TRAINING STEVE PRICE DTD 8/1/2	\$ 65.00
122895	CCAP	16 REGISTRATIONS FOR TRAINING	\$ 320.00
122896	CDW LLC	3440668 DUE 8/25/22	\$ 891.68
122897	MICHAEL CHRISTOPHER	JULY ALCOHOL SAFE DRIVING	\$ 270.00
122898	STEVEN POLIFRONE	WC DA ACCT DUE 8/10/22	\$ 63.00
122899	FLEDERBACH FOODS INC	CODE 5970 - PRISON JULY 22 CHA	\$ 94.37
122900	DE LAGE LANDEN FIN SERVICES	343783 DUE 9/1/2022	\$ 369.59
122901	DIAMOND DRUGS, INC	WC CORRECTIONS DTD 7/31/22	\$ 17,150.27
122902	DIRLAM BROS LUMBER CO INC	WAY280 DTD 8/10/22	\$ 63.37
122903	METROPOLITAN FOODS, INC	WAYNDV DTD 8/8/22	\$ 1,367.49
122904	ELECTRONIC BUSINESS PRODUCTS	121994 DUE 9/3/22	\$ 16.55
122905	ENTERPRISE FLEET MANAGEMENT INC	545182 DUE 8/20/22	\$ 12,839.31
122906	HEALTH NETWORK LABORATORIES, LP	TERESA J BATES DOS 5/10/22	\$ 2,320.00
122907	FOUNDATION RADIOLOGY GROUP PC	LEROY C DOS 7/7/22	\$ 8.81
122908	FOWLER TIRE SERVICE INC	007730 DTD 7/31/22	\$ 764.00
122909	FOX LEDGE INC	000103 DUE 8/31/22	\$ 160.25
122910	GALLS, LLC	4855925 DUE 8/28/220	\$ 497.78
122911	GOVCONNECTION INC	7993181 DUE 8/20/22	\$ 3,264.58
122912	GRAINGER INC	838681526 DUE 8/27/22	\$ 944.43
122913	HIGHHOUSE OIL OPERATIONS INC	9048 DTD 8/1/22	\$ 476.36
122914	HONESDALE AGWAY	700557 DTD 8/4/22	\$ 306.80
122915	JOHN BONHAM ROAD EQ & SUPPLIES, INC	WC COMMIS ACCT DTD 8/1/22	\$ 960.00
122916	LACKAWANNA MOBILE X RAY INC	DOS 7/12/22 SAMANTHA R AND MIC	\$ 120.00
122917	REED ELSEVIER INC	1238114 DTD 7/31/22	\$ 50.00
122918	L H REED & SONS INC	WC COMM ACCT DTD 8/4/22	\$ 407.08
122919	NATIONAL SHERIFF'S ASSOCIATION	CHRIS ROSLER DUES THRU 7/31/23	\$ 142.00
122920	NATNL TRADE SUPPLY, LLC FKA CONSOLIDATION, LLC	COUNTY OF WAYNE DTD 8/5/22	\$ 648.00
122921	NRG CONTROLS NORTH INC	WC COMM ACCT DTD 6/17/22	\$ 872.00
122922	PENNSYLVANIA PAPER & SUPPLY CO	3711 DTD 8/5/22	\$ 3,382.53
122923	PENTELEDATA	3004815 DUE 8/29/22	\$ 6,036.01
122924	PERFORMANCE FOOD GROUP INC	25970 DTD 8/8/22	\$ 2,791.92
122925	CHRIS MURRAY	T SHIRTS SAFETY GREEN DUE 7/8/	\$ 424.00
122926	PROFESSIONAL EMERG CARE, PC	LEROY C DOS 7/7/22	\$ 120.97
122927	STAPLES INC	9632236 DUE 9/2/22	\$ 72.45
122928	CHRISTINE RECHNER	JUNE AND JULY 22 SERVICES	\$ 144.50
122929	R J WALKER	WC COMM ACCT DTD 8/8/22	\$ 1,941.13
122930	DAWN RUTHERFORD	JULY 22 TRAVEL EXPENSES	\$ 287.00
122931	SAGE TECHNOLOGY SOLUTIONS, INC	001186 DTD 7/15/22 BALANCE FRO	\$ 652.28
122932	STANTON OFFICE EQUIPMENT	100117 DTD 8/9/22	\$ 173.90
122933	STAPLES ADVANTAGE	PHL 10088114 DUE 8/29/22	\$ 2,132.34
122934	STARR UNIFORM CENTER	WERTMAN.M DTD 8/1/22	\$ 444.93
122935	SHANE ANDREW SULLIVAN	DAM AND BEAVER CLEAN UP 7/19-8	\$ 520.00
122936	TCBA of PA	LISA BORTHWICK/AMBER OLVER R	\$ 300.00
122937	THE HARRISON GROUP	FSA ADMIN FEE 9/22-11/22	\$ 1,687.50
122938	THOMSON REUTERS-WEST PUBLISHING CORP	1000747736 DUE 9/3/22	\$ 3,054.88
122939	TK ELEVATOR CORPORATION	126236 DTD 7/29/22	\$ 7,450.00
122940	TOPP BUSINESS SOLUTIONS	WC02 DUE 8/26/22	\$ 36.87
122941	GATEHOUSE MEDIA PENNSYLVANIA HOLDINGS, INC	00017009 DTD 7/28/22	\$ 61.20
122942	UNITED PARCEL SERVICE	F14E87 DTD 7/23/22	\$ 26.50
122943	VERIZON	570 253-2391 MAY, JUNE & JULY B	\$ 1,226.99
122944	VIGILNET AMERICA LLC	A PROB SCRAM DUE 8/30/22	\$ 3,036.55
122945	WAYNE MEMORIAL HOSPITAL	LEROY C DOS 7/7/22	\$ 293.06
122946	WAYNE COUNTY EMPLOYEE	CO. CONTRIBUTION AUGUST 2022	\$ 75,315.00
122947	W C JUVENILE PROBATION DEPT PETTY CASH	PLACEMENT AUGUST 22	\$ 46.62
122948	WC SHERIFF DEPARTMENT	359-DR-2022 DTD 8/10/22	\$ 270.00
122949	WEX INC	0496-00-652491-2 DUE 7/22/22	\$ 957.46
122950	WILKES UNIVERSITY	VICKY BOTJER REGISTRATION	\$ 100.00
122951	WOODLAND DESIGN ASSOC INC	INDUSTIRIAL POINT RIVER ACCESS	\$ 3,375.00
122952	ZIMMERMAN & OHLIGER LLC	RE: ID 2019-0156 CUSTODY HEARI	\$ 1,350.00

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122953- 123043 Total	JURORS	JULY JUROR TERM	\$ 1,501.44
			\$ 274,635.49

Children and Youth 06

4449	ABRAXAS YOUTH & FAMILY SERVICE	JULY 2022 PLACEMENT J.F.	\$ 10,800.71
4450	ADELPHOI VILLAGE INC	JULY 2022 PLACEMENT K.J.	\$ 10,087.40
4451	THE BAIR FOUNDATION OF PA	JULY 2022 PLACEMENT P.M.	\$ 2,402.50
4452	CHILDREN'S CENTER FOR TREATMENT & EDUCATION	JULY 2022 PLACEMENT J.B.	\$ 27,720.82
4453	CENTRAL WAYNE REGIONAL AUTHORITY	000416.00 DUE 8/31/22	\$ 108.00
4454	COUNTY OF NORTHAMPTON	JULY 2022 PLACEMENTS	\$ 17,980.00
4455	DE LAGE LANDEN FIN SERVICES	COPIER LEASE 8/15/22-9/14/22MX	\$ 217.00
4456	THE DEVEREUX FOUNDATION	JULY 2022 PLACEMENTS	\$ 11,620.96
4457	DIVERSIFIED TREATMENT ALTERNATIVE CENTERS, LLC	JULY 2022 PLACEMENT D.D.	\$ 8,990.00
4458	CHOR YOUTH & FAMILY SERVICE, INC	JULY 2022 PLACEMENT A.K.	\$ 13,896.68
4459	FAMILIES UNITED NETWORK INC	JULY 2022 PLACEMENT D.B.	\$ 2,095.29
4460	GEORGE JUNIOR REBUBLIC	JULY 2022 PLACEMENT F.L.	\$ 9,881.25
4461	SUZANNE L. GRIERSON	JUNE 2022 COUNSELING	\$ 240.00
4462	BLUECHIP TECHNOLOGIES US INC	MPS SVCS AUGUST 2022	\$ 1,050.00
4463	CHRISTOPHER HENRY & BARBARA MCAULEY	FC JULY 2022	\$ 2,280.55
4464	JUSTICE WORKS YOUTH CARE INC	COUNSELING JULY 2022	\$ 22,271.14
4465	KIDSPEACE CORPORATION	JULY 2022 PLACEMENTS	\$ 26,167.15
4466	PATRICIA & STEVEN LIVSEY	FC JULY 2022	\$ 1,645.61
4467	PENTZ RUN YOUTH SERVICES, INC.	WCCYS JULY 2022 M.T.	\$ 2,858.24
4468	PPL ELECTRIC UTILITIES	37041-25096 1100 CHURCH ST IL	\$ 45.45
4469	SPALL,RYDZEWSKI,ANDERSON,LALLEY&TUNIS, PC	ACCT# 7000-0042 GAL SVCS JUNE	\$ 1,126.25
4470	TRACK GROUP	MONITORING JULY 2022	\$ 537.00
4471	UGI UTILITIES INC	411012745542 1100 CHURCH ST 7/	\$ 21.45
4472	UNITED CHARITIES INC. OF HAZELTON	JULY 2022 PLACEMENT D.D.	\$ 4,805.00
Total			\$ 178,848.45

BDPEI

2710	AREA AGENCY ON AGING	JUN 22 TRANSPORTATION SERVICES	\$ 159.90
2711	THE ADVOCACY ALLIANCE	JUNE 22 BASE SERVICES & ADMIN	\$ 3,246.84
2712	TRACY L. BAJADEK	AUG 2022 SPEECH THERAPY SERVIC	\$ 539.04
2713	CARE FOR PEOPLE PLUS, INC.	AUG 2022 H&C SERVICES	\$ 143.92
2714	CARDMEMBER SERVICES	4250 AUG 2022 STATEMENT DUE 9/	\$ 39.00
2715	CENTER FOR COMMUNITY RESOURCES	JAN 22 DELEGATE SERVICES	\$ 46,027.04
2716	COMMUNITY VOCATIONAL SERVICES, INC.	JULY 2022 BASE SERVICES	\$ 2,446.32
2717	COUNTY OF CLARION	304 HEARING 5/4/22 M.M.	\$ 200.00
2718	FLEDERBACH FOODS INC	CODE 4504 WC TLA BHIDEI JULY 2	\$ 159.48
2719	LINDSEY DIRLAM	CONFERENCE REIMBURSEMENT 8/9/2	\$ 750.20
2720	DIRECTION LLC	JULY 2022 H&C SERVICES	\$ 760.72
2721	MERAKEY PENNSYLVANIA	JULY 2022 SPECIAL SUPPORT SERV	\$ 375.36
2722	CHRISTOPHER BARSCHESKI	TONER CARTIDGES	\$ 597.50
2723	TARA PERRY	JULY 22 SPECIAL INSTRUCTION SE	\$ 5,878.62
2724	PPL ELECTRIC UTILITIES	39441-25038 12 ST APT D DUE 8/	\$ 252.89
2725	STAPLES INC	5304504 DUE 9/3/22	\$ 288.50
2726	CESAR REYES-MATEO	7/29 & 8/3 INTERPRETING SERVIC	\$ 250.00
2727	KAREN E RICKERT	AUG 2022 SPECIAL INSTRUCTION S	\$ 771.94
2728	TRI-VALLEY CARE, INC.	FEB 2022 SERVICES	\$ 352.66
2729	OMAR VARGAS	CLEARANCE REIMBURSEMENT	\$ 25.25
2730	WAYNE COUNTY COMMISSIONERS	PAYROLL 7/15/22 -JUNE PORTION	\$ 74,797.36
2731	MICHELE YOUNG	LICC CONSULTANT SERVICES FYE 6	\$ 750.00
Total			\$ 138,812.54

911

97452 EFT	PPL ELECTRIC UTILITIES	33662-78009 DUE 9/7/22	\$ 2,994.96
97758	CAPITAL AREA COMMUNICATIONS	WC 911 QTLY RADIO MAINTENANCE	\$ 5,910.00
97759	FRONTIER	717-111-8011-112993-3 DUE 8/25	\$ 80.50
97760	LANGUAGE LINE SERVICES, INC.	9020907013 DTD 7/31/22	\$ 51.75
97761	SOUTH CANAAN TELEPHONE COMPANY	0204 DUE 8/31/22	\$ 312.00
97762	VERIZON	717 194-6309 DUE 8/25/22	\$ 2,797.00
Total			\$ 12,146.21

Health Account

97454 EFT	BROKERAGE CONCEPTS LLC	HIGHMARK CLAIMS 8/10-8/16/22	\$ 109,385.95
114779	TELEMEDICINE MANAGEMENT, INC	SEPTEMBER MEMBERSHIP DUE 9/1/2	\$ 2,305.00

Grant Account

97975	LAKADA CORP	VA KRO RENT JULY 22	\$ 778.00
97976	VIVIAN ANYANASO	VI UZU RENT AUGUST 22	\$ 675.00

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97977	NANCY HAINES	AL ZOT RENT AUGUST 22	\$ 1,400.00
97978	PPL ELECTRIC UTILITIES	51431-22164 JE WOO UTILITIES A	\$ 640.73
97979	TIME AWAY RENTALS LLC	EL ROS RENT JULY-AUG 2022	\$ 2,000.00

Capital Investment

1558	CDW LLC	WALLER BLDG 3440668 DUE 9/5/22	\$ 6,800.00
1559	FROMM ELECTRIC SUPPLY CORP	WALLER BLDG #231549 DTD 8/12/22	\$ 5.26

The Commissioners announced, as of now, 1,500 property owners have registered for formal appeals which are beginning this week and are expected to conclude by October 15, 2022.

Treasurer Brian Field provided an update on the Antlerless Deer Permits. He noted that Section 3C is sold out and 3D is expected to be sold out within the next two weeks.

CFO Vicky Botjer presented an update of COVID Policies as a result of guidelines from the CDC. A motion was made by Commissioner Smith, seconded by Commissioner Adams and unanimous to approve the updated COVID Policies.

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

Vicky J. Botjer, CFO/Asst. Chief Clerk