

The regular meeting of the Wayne County Commissioners was held on this date with Commissioner Jocelyn Cramer presiding. The meeting was called to order by Vice-Chairman Cramer with Commissioner James Shook present. Commissioner Brian W. Smith was not present.

The Commissioners were presented with copies of minutes from the meeting held August 24, 2023. A motion was made by Commissioner Shook, seconded by Commissioner Cramer to approve the minutes for August 24, 2023. Motion carried.

Agenda

Scheduled to meet with the Commissioners: President Judge Janine Edwards, Wayne County Domestic Relations Office Director MaryAnn Swingle, Establishment Supervisor Ashley Adams, Enforcement Officers Mike Leighton, Mark Smith and Katelin Dennis, Conference Officer Brenda Albright and Office Assistant Hunter Woods for the Child Support Enforcement Awareness Proclamation; Mark Zimmer, Molly Rodgers, Sarah Clauss and Caroline Lehman for the Ritz Company Playhouse 50th anniversary proclamation.

Items to be considered: Employee anniversary recognition; Proclamation for Child Support Enforcement Awareness; Proclamation for the Ritz Company Playhouse 50th Anniversary; Adoption Assistance Agreement; Extension request for the Fish and Boat Commission Grant; Contract amendment for services; PCCD Subgrant; CYS Certification Statement; Children and Youth Services Needs Based Plan and Budget Estimate FY 2024-25 and Implementation Plan FY 2023-24; Salary Board meeting; Payment of bills.

Correspondence and Communications

Received notice from the PA Department of Transportation regarding a public meeting and plans presentation regarding the State Route 1007 project over South Branch Boyds Creek in Damascus Township. The meeting will be held September 7, 2023, at 6:00 p.m., in the Damascus Township Building.

Received a letter from the PA Department of Community & Economic Development informing the County that there has been approval for the following Community Development Block Grant Program funds: \$256,093 for Wayne County, \$99,620 for Honesdale Borough and \$95,802 for Salem Township, for a total of \$451,515.

Received the 2022 Annual Report from Wayne County Coroner Edward Howell.

Public Comment

There was no public comment.

New Business

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

Mark Wertman	Wayne County Correctional Facility	15 years
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Warden Randal Williams was on hand to introduce Corrections Officer Mark Wertman for his 15-year anniversary with Wayne County. Warden Williams said the main parts of running of a correctional facility is the care, custody and control of matters and Corrections Officer Wertman exemplifies the best of all three. He said Corrections Officer Wertman has been instrumental for some of the transitions that have taken place since he began as Warden and he appreciates his professionalism and dedication to the job.

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Commissioner Cramer said it was good to hear the praise from Warden Williams. She said it is important to take care of not only the inmates, but his colleagues, and she believes Corrections Officer Wertman does both extremely well. Commissioner Shook said how our correctional facility is seen by some as the jumping off point to get to a state or federal prison, but with 15 years here, it is clear that Corrections Officer Wertman has committed his career to serving Wayne County Correctional Facility.

President Judge Janine Edwards, Wayne County Domestic Relations Office Director MaryAnn Swingle, Establishment Supervisor Ashley Adams, Enforcement Officers Mike Leighton, Mark Smith and Katelin Dennis, Conference Officer Brenda Albright and Office Assistant Hunter Woods were on hand for a Child Support Enforcement Awareness Proclamation.

Judge Edwards said that child support is an interesting animal. She said it is so needed in every case, but sometimes so difficult to collect. Judge Edwards said looking at the Domestic Relations office staff gathered, it puts this group in an adversarial position from the get-go, but they try to partner with and get cooperation from the people they are tasked with interacting with to get support for the children. She believes they maintain a high level of professionalism and they do an excellent job. MaryAnn Swingle noted the office collected over \$1.5 million during this federal fiscal year.

Commissioner Cramer thanked everyone for all they do for the children in our community. She said she hoped they feel that what they do is more than just a paycheck they receive. Commissioner Shook said since taking his position, he has learned more and more of what our departments do to protect and serve children and he too is thankful of what they do day in and day out. A motion was made by Commissioner Shook, seconded by Commissioner Cramer to adopt the Child Support Enforcement Awareness Proclamation in Wayne County. Motion carried.

Mark Zimmer, Molly Rodgers, Sarah Clauss and Caroline Lehman were present for a Ritz Company Playhouse 50th anniversary proclamation. Sarah Clauss noted that her research showed about 270 shows that have included more than 3,000 people who have volunteered their time over the past 50 years with the Ritz Company Playhouse. She and many others are looking forward to the next 50 years. Caroline Lehman said she is heavily involved in the kids' theater program known as the "Ritz Bitz". The program brings her the most joy and means an awful lot to her and to her and in the community. Mark Zimmer and Molly Rodgers shared some stories about the participation and what the theater means for the area.

Commissioner Cramer said that since she graduated college with a Theater Arts degree, community theaters like the Ritz Company Playhouse are very meaningful and dear to her heart. She said the building itself is spectacular, the space inside is fantastic and it really is a vital part of the community. Commissioner Shook said the Playhouse is truly an icon. The support they give and receive is phenomenal and the talent that is displayed is amazing. We are very fortunate to have this theater in our small town. A motion was made by Commissioner Shook, seconded by Commissioner Cramer to adopt the Ritz Company Playhouse 50th Anniversary proclamation in Wayne County. Motion carried.

A motion was made by Commissioner Shook, seconded by Commissioner Cramer to approve an Adoption Assistance Agreement for one minor female. Motion carried.

A motion was made by Commissioner Shook, seconded by Commissioner Cramer to approve an extension request for the Fish and Boat Commission grant (PFBC 2021-1105.1, Agreement No. 21-13) for the Sycamore Point project. Motion carried.

A motion was made by Commissioner Shook, seconded by Commissioner Cramer to approve a contract amendment for services between Sinclair's Home Care Registry and Wayne County

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Area Agency on Aging. The amendment increases the maximum contract cost from \$206,686 to \$230,915. Motion carried.

A motion was made by Commissioner Shook, seconded by Commissioner Cramer to accept PCCD Subgrant (No. 2023-IP-ST-406) in the amount of \$89,960 for the Wayne County Intermediate Punishment Program for July 1, 2023-June 30, 2024. Motion carried.

A motion was made by Commissioner Shook, seconded by Commissioner Cramer to Execute and Submit the 01/01/23 to 3/31/2023 CYS Certification Statement with total Expenditures of \$1,556,935. Motion carried.

A motion was made by Commissioner Shook, seconded by Commissioner Cramer to adopt the Wayne County Children and Youth Services Needs Based Plan and Budget Estimate for FY 2024-25 and the Children and Youth Implementation Plan for FY 2023-24. Motion carried.

A motion was made by Commissioner Shook, seconded by Commissioner Cramer to hire Madison Gower as a Part Time Corrections Officer at the Wayne County Correctional Facility, effective September 11, 2023. Motion carried.

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 to hire Douglas Amman as a Part Time Corrections Officer at the Wayne County Correctional Facility, effective September 11, 2023. Motion carried.

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 to increase the salary of Jean Rickert, a Clerk 2 at Wayne County Transportation, for exceptional and additional duties, in accordance with the approved Compensation Plan, effective September 5, 2023. Motion carried.

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 to hire Amy Green to the position of Maintenance 1 in the Wayne County Maintenance Department, effective September 11, 2023, pending final clearances. Motion carried.

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 30, 2023.

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A motion was made by Commissioner Shook, seconded by Commissioner Cramer to approve the following bills for payment, as presented, which includes Checks No. 127381 through 127422. Also included in the motion to approve were checks from the Human Services Agency and from Behavioral and Developmental Programs/Early Intervention. Motion carried.

Check	Vendor	Description	Amount
98069 EFT	PPL ELECTRIC UTILITIES	82927-40033 DUE 9/6/2023	\$ 6,145.71
98075 EFT	UNITED PARCEL SERVICE	F14E87 DUE 9/4/2023	\$ 18.40
98248 EFT	W C HEALTH BENEFIT FUND	WEEKLY HEALTH TRANSFER	\$ 125,000.00
127381	AQUA PENNSYLVANIA INC	001518192 1083115 DUE 9/8/2023	\$ 5,098.58
127382	ANDRES ARNAL	HA GUZMAN 0000048-2023 DTD 8/2	\$ 151.25
127383	DEBORAH L BATES	MILEAGE MAY 2023	\$ 247.59
127384	B E EQUIPMENT INC	102248 FINAL PAYMENT FOR BAILE	\$ 5,767.56
127385	BIMBO BAKERIES USA INC	69-00806-9999-99 DUE 8/19/23	\$ 213.72
127386	BLUE RIBBON FARM DAIRY INC	0-1232 DTD 8/22/23	\$ 929.04
127387	BLUE RIDGE CABLE TECHNOLOGIES INC	0202626-03 DUE 9/6/2023	\$ 65.53
127388	CENTRAL RESTAURANT PRODUCTS	337954 DTD 8/14/2023	\$ 197.67
127389	DE LAGE LANDEN FIN SERVICES	343775 DUE 9/15/2023	\$ 497.48
127390	DIRLAM BROS LUMBER CO INC	WAY280 DTD 8/23/23	\$ 51.80
127391	METROPOLITAN FOODS, INC	WAYNDV DTD 8/17/23	\$ 1,478.70
127392	EDWARDS BUSINESS SYSTEMS	WC38 DUE 9/14/2023	\$ 45.98
127393	RUSSELL FINE	WC CORRECTIONAL -ANT TREATMENT	\$ 185.00
127394	HEALTH NETWORK LABORATORIES, LP	K.S DOS 7/3/2023	\$ 2,932.00
127395	FRITZ BROS INC	WAY222 DTD 8/18/23	\$ 97.35
127396	GALLS PARENT HOLDINGS, LLC	4855925 DUE 9/8/2023	\$ 1,599.63
127397	GFL HOLDCO (US) LLC	KE41284 WC CORRECTIONAL DTD 8/	\$ 459.00
127398	HARRISON D BALTHASER	SINGLE SIDED ALUMINUM SIGN DTD	\$ 80.00
127399	WILLIAM V HOAK	RADIATION TRAINING DTD 8/11/23	\$ 1,200.00
127400	HONESDALE FARM & GARDEN INC.	700557 DTD 8/23/23	\$ 74.86
127401	SOUTH CANAAN TELEPHONE COMPANY	00036808-1 DUE 8/25/23	\$ 249.32
127402	M.M.M. WASTE REMOVAL INC	WAYNE COUNTY DUMPSTERS DUE 9/7	\$ 266.40
127403	SAMANTHA J MYERS	AUGUST CLEANING SERVICES	\$ 120.00
127404	PENNSYLVANIA PAPER & SUPPLY CO	3711 DTD 8/23/23	\$ 1,379.04
127405	PERFORMANCE FOOD GROUP INC	25970 DTD 8/21/2023	\$ 2,757.19
127406	PETPARTNERS, INC.	9 EMP CONTRIBUTIONS 8/21-9/3/2	\$ 292.73
127407	PHOENIX SCALE & FOOD EQUIPMENT	WC RECYCLING ACCT DTD 8/23/23	\$ 400.00
127408	CHRIS MURRAY	T SHIRTS FIELD HOCKEY DUE 8/14	\$ 574.00
127409	PA STATE ASSOC COUNTY AUDITORS	3 REGISTRATIONS	\$ 600.00
127410	PA STATE ASSOC COUNTY AUDITORS	CONVENTION MEAL PACKAGE X 3	\$ 600.00
127411	QUALITY PRINTING & DESIGN	2127 DTD 8/17/23	\$ 269.98
127412	RENT-E-QUIP INC	3273 DTD 8/16/23	\$ 20.74
127413	RESERVE ACCOUNT	23577901 REPLENISH	\$ 12,000.00
127414	SARGENT'S COURT REPORTING INC	117-2023 JOB 262021 DTD 8/16/2	\$ 450.00
127415	STARR UNIFORM CENTER	SHAFFER, L. DTD 8/15/2023	\$ 552.80
127416	UGI UTILITIES INC	411007494973 DUE 9/22/23	\$ 917.30
127417	DANENE M VAN HORN	AUGUST 2023 HAIRCUTS	\$ 242.00
127418	VERIZON	570 251-7795 DUE 9/11/2023	\$ 469.98
127419	WAYNE COUNTY EMPLOYEE	AUGUST 11 2023 DEDUCTIONS	\$ 150,497.76
127420	WAYNE COUNTY HUMAN SERVICES	PATH JANUARY 2023	\$ 20,727.60
127421	W C JUV. PROBATION DEPT PETTY CASH	SANDY FOFI/FRAN MULLEN DETENTI	\$ 105.51
127422	WITMER PUBLIC SAFETY GROUP INC	8176 DTD 8/21/2023	\$ 373.75
Total			<u>\$ 346,402.95</u>

Children and Youth 06

6271	CARDMEMBER SERVICES	AUGUST 2023 STATEMENT	\$2,667.25
6272	SOURCE SECURITY & COMMUNICATIONS INC	INV#136132 INSTALLATION OF KEYPAD LOCK SET	\$4,030.00
6273	JESSICA GATTUS	CLIENT TRAVEL EXPENSE JULY 2023	\$158.75
6274	SHANNON GUINARD	TRAVEL EXPENSE JUNE-AUG 2023: JUNE CHARGES	\$156.47
6275	A.K.	STIPEND-ACHIEVEMENT: MORE SOCIAL IN SCHOOL	\$50.00
6276	THOMAS KRITON	TRAVEL EXPENSE JULY & AUGUST 2023	\$96.42
6277	CARRUBBA LAW, P.C.	INV#00183 JULY 2023; MAY & JUNE CHARGES	\$833.00
6278	ROBIN L AVERY	REPAIRS TO VEHICLE #130	\$3,839.00
6279	TREVOR PAYNE	FC JULY 2023	\$1,001.00
6280	QUALITY PRINTING & DESIGN	500 CYS INTRA OFFICE MEMOS FORMS	\$335.16
6281	JESSICA SHEATLER	TRAVEL EXPENSE JULY 2023	\$69.43
6282	BENJAMIN VESSA	APPARTMENT RENT AUG. 2023 FOR S.K., M.K., & K.K.	<u>\$359.68</u>
	Total		\$13,596.16

BDP/EI

3765	AREA AGENCY ON AGING	06/2023 TRANSPORTATION BASE SV	\$ 1,225.90
3766	THE ADVOCACY ALLIANCE	06/2023 ADMIN BASE SVCS	\$ 2.75
3767	TRACY L. BAJADEK	07/2023 SPEECH THERAPY SVCS	\$ 1,006.30
3768	CARE FOR PEOPLE PLUS, INC.	08/2023 H&C AND FAM AIDE SVCS	\$ 725.36
3769	FLEDERBACH FOODS INC	CODE 6758 WC HOUSING 08/25/23	\$ 116.38
3770	DEUTSCH INSTITUTE	08/2023 REC BASE SERVICES	\$ 5,793.06
3771	DIRECTION LLC	08/2023 H&C BASE SVCS	\$ 627.08
3772	SUSAN G. HAYDEN	08/2023 SPEECH THERAPY SVCS	\$ 763.40
3773	HOME DEPOT CREDIT SERVICES	XXXX2564 07/2023	\$ 713.42
3774	HOTEL WAYNE, INC.	STAY 2 NIGHTS 05/13-05/15 B.J.	\$ 428.00
3775	HUMAN RESOURCE CENTER INC	07/2023 AWC BASE SERVICES	\$ 302.75

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3776	MERAKEY PENNSYLVANIA	07/2023 SPECIAL SUPPORT SVCS	\$	353.28
3777	NANCY MUCHA	08/2023 SPEECH THERAPY SVCS	\$	138.80
3778	PEDIATRIC SERVICES OF AMERICA	08/2023 H&C BASE SVCS	\$	493.44
3779	PPL ELECTRIC UTILITIES	55511-14183 1802 FAIR AVE A DU	\$	88.84
3780	REACHING BEYOND LIMITS BEHAVIORAL HEALTH LLC	08/2023 SPECIAL SUPPORT BASE S	\$	132.48
3781	CESAR REYES-MATEO	07/2023 INTERPRETING SVCS J.A.	\$	200.00
Total				<u>\$ 13,111.24</u>

911

98075	APCO INTERNATIONAL, INC	0007437671 DTD 8/22/23	\$	30.00
98076	MCI COMM SERVICE	2DF81923 DUE 9/9/2023	\$	38.08
98077	MSC ASSOCIATES INC	JOB 21128 WAYMART GENERATOR DU	\$	1,245.95
98078	PENTELEDATA	1697707 DUE 9/12/23	\$	1,219.92
98079	VERIZON	570 253-2085 DUE 9/6/2023	\$	222.02

Health Account

98074 EFT	BROKERAGE CONCEPTS LLC	HIGHMARK CLAIMS 8/23-8/29/2023	\$	70,000.66
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ERAP

98281	DONALD HELLER	RY HOFF RENT JULY/AUG 2023	\$	1,810.00
98282	MODERN GAS SALES OF HONESDALE INC	04-89401 KA MOO UTILITIES MAY-	\$	422.90
98283	PPL ELECTRIC UTILITIES	05411-27020 T SPA/R RAN UTILIT	\$	1,925.00
98284	TIME AWAY RENTALS LLC	KR MAC RENT AUGUST 23	\$	1,000.00

Liquid Fuel

962	SHANE ANDREW SULLIVAN	KINNEYVILLE BRIDGE WEIGHT LIM	\$	747.86
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CDBG

1003	COMMUNITY ACTION COMMITTEE OF THE LEHIGH VALLEY	CONTRACT C000082595 4/5-8/11/2	\$	133,125.18
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Hotel Excise Tax

252	PMVB INC	2ND Q ADMIN FEE	\$	217,497.23
253	WAYNE COUNTY GENERAL FUND	2ND Q ADMIN FEE 2023	\$	9,062.38

A motion was made by Commissioner Shook, seconded by Commissioner Cramer to adjourn. Motion carried.

Andrew M. Seder, Chief Clerk