

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 meeting held May 14, 2020. A motion was made by Commissioner Adams, seconded by Commissioner Smith and unanimous to approve the minutes of the said meeting.

Agenda

Scheduled to meet with the Commissioners: Randy Heller, Recycling/Solid Waste Director; Mike Wood, Woodland Design Associates; Heather Miszler, Wayne County Housing Director; Cindy Furman, Director of Bureau of Elections.

Items to be considered: Application to participate in the Federal Surplus Property Program Bi-Annual Renewal; Child Accounting and Profile System Agreement; State Food Purchase Program Agreement; Adoption Agreement for Children and Youth Services; Updated Access Policy for County Facilities; Change polling location for Lebanon Township; Janitorial services/disinfecting for polling locations; Agreement with the PA Department of Human Services; Committee to review RFPs for Professional Planning Services; Open RFPs for Professional Planning Services for the Wayne County Recreation Plan; Salary Board meeting; COVID-19 update; Payment of bills.

Public Comment

Earl Granville, who is running for Congress, was present. Mr. Granville talked about who he is and shared his story.

New Business

Randy Heller, Recycling/Solid Waste Director, spoke about the Recycling Center's reopening plan for the public, which is scheduled for May 27, 2020 on a limited schedule. The Center will be open three days per week, Monday Wednesday and Friday, using social distancing practices, including the front car occupant may exit while everyone else stays in to limit public interaction.

Mike Wood, Woodland Design Associates, presented the final draft of the Wayne County Trail Study. Mr. Wood said that he presented copies to the Commissioners, Planning Department and the PA DCNR. Mr. Wood noted that throughout the process there was tremendous public interest and feedback and some positive potential offshoots including using U.S. Route 6 as a bike route, recommending turning a portion of the Lackawanna River into a water trail and partnering with the Fish and Boat Commission for public access along the river. Commissioner Smith thanked Mr. Wood for his efforts and complimented the public for their involvement and cooperation.

Heather Miszler introduced herself as the County Housing Director. Asking the Commissioner to apply for \$177,316 for emergency housing funds under the CARE Grant. A motion was made by Commissioner Adams, seconded by Commissioner Cramer and unanimous to authorize Chairman Smith and the Chief Clerk to sign and submit the application.

A motion was made by Commissioner Adams, seconded by Commissioner Cramer and unanimous to execute the application to participate in the Federal Surplus Property Program Bi-Annual Renewal.

A motion was made by Commissioner Adams, seconded by Commissioner Cramer and unanimous to enter a Child Accounting and Profile System agreement between Wayne County

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and Avanco International, Inc. This is an information sharing agreement between 56 counties in Pennsylvania. The County’s portion is \$3,433.06.

A motion was made by Commissioner Smith, seconded by Commissioner Adams and unanimous to execute a State Food Purchase Program agreement for Fiscal Year 2020-21 between Wayne County and the Pennsylvania Department of Agriculture.

A motion was made by Commissioner Cramer, seconded by Commissioner Adams and unanimous to approve an adoption agreement on behalf of Wayne County Children and Youth Services for one child.

The Chief Clerk gave an update on the new Access Policy for Entering County Facilities while entering the yellow phase of the Governor’s reopening plan. The Chief Clerk noted changes from the existing policy from March. It is mandatory to wear masks to gain access via public entrance to any Wayne County facility. The policy opens up additional areas of travel for people who can enter the Courthouse immediately rather than a wait of three or four days. A motion was made by Commissioner Adams, seconded by Commissioner Smith and unanimous to approve the new policy.

Cindy Furman, Bureau of Elections Director, gave an election update explaining new laws regarding mail-in and absentee ballots. Ms. Furman stated that if a registered voter applies for a mail-in or absentee ballot but does not return it, they will not be able to cast a ballot at the polls and will be given a provisional ballot. If the Election Board cannot find record of a mail-in or absentee ballot being returned, the provisional ballot would be counted. Commissioner Adams thanked Ms. Furman for filling the poll worker shortage. The County only changed 4 of the 35 polling locations. Ms. Furman had over 30 polling location spots to fill and was able to do so.

A motion was made by Commissioner Smith, seconded by Commissioner Adams and unanimous to change the Primary Election polling location for Lebanon Township from the Rileyville Community Center to the PA Game Commission Building, 2263A Great Bend Turnpike, Honesdale. The Commissioners thanked Representative Jonathan Fritz and Senator Lisa Baker for their assistance and help to make this happen.

A motion was made by Commissioner Smith, seconded by Commissioner Cramer and unanimous to pay \$50.00 for janitorial services/disinfecting for each polling location for the primary election due to COVID-19.

A motion was made by Commissioner Smith, seconded by Commissioner Cramer and unanimous to enter into an agreement with the PA Department of Human Services and sign the Medical Assistance Transportation Program Participation Grant Agreement and Assurance of Compliance documents.

A motion was made by Commissioner Adams, seconded by Commissioner Cramer to create a committee to review RFPs for Professional Planning Services for the Wayne County Recreation Plan. Commissioner Smith abstained. Motion carried. The Commissioners appointed Vicky Botjer, Brian Smith, Chris Barrett, Grant Genzlinger and Joe Gillott.

At this time, RFPs were opened for Professional Planning Services for the Wayne County Recreation Plan as follows:

Woodland Design Associates, Honesdale, PA	\$ 55,600
Herbert Rowland and Grubic Inc., State College, PA	\$ 52,822
JHA Surveyors, Honesdale, PA	\$ 65,246.80
Bergmann, Conshohocken, PA	\$ 59,940
Epple, Bloomington, Indiana	\$ 48,948

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Berry Dunn, Portland Maine	\$ 94,000
Simone, Collins, Norristown, PA	\$ 56,545

A motion was made by Commissioner Adams, seconded by Commissioner Cramer and unanimous to send the RFPs to the review committee and solicitor for their review and recommendation.

A motion was made by Commissioner Smith, seconded by Commissioner Adams and unanimous to approve the Coroner's office participation in the SLIP program for Ashley Kneir for 8 weeks beginning June 1, 2020. The County is reimbursed 65% of wages and benefits through the Wayne Pike Workforce Alliance.

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 Smith and unanimous granting approval of Sheriff's Deputy Nicholas Corazzi's pay increase for reaching his third-year anniversary, retroactive to April 24, 2020.

A motion was made by Commissioner Cramer, seconded by Commissioner Adams and unanimous to approve the updated furlough and recall list as follows:

Jeff Adams	Maintenance	May 24, 2020
Gary Bates	Recycling Center	May 10, 2020
Rich Henderson	Recycling Center	May 10, 2020
Jesse Johnson	Recycling Center	May 10, 2020
Marty Noble	Recycling Center	May 24, 2020
Tony Seber	Recycling Center	May 24, 2020
Phil Shafer	Recycling Center	May 24, 2020
Scott Carney	Sheriff	June 1, 2020
Patricia Krempasky	Sheriff	June 1, 2020
Danene Vanhorn	Sheriff	June 1, 2020
Ray Gabikian	Sheriff	June 1, 2020
Ray Paquette	Sheriff	June 1, 2020
Joann Bates	Tax Services	June 1, 2020
John Szostowski	IT	June 1, 2020
Sue Ford	IT	June 1, 2020
Chris McConnell	IT	June 1, 2020
Patricia Bendyk	Treasurer	May 18, 2020 (was partial)
Curtis Althouse		April 26, 2020 (one week only)
Roseann Fabri	Sheriff's	Full effective May 3 – recall full June 1, 2020
Karen Johnson	Courts	Per-diem – recall June 1, 2020
James Howe	Maintenance	Part-time – recall May 24, 2020
Gary Quick	Recycling	Part-time – May 24, 2020
Jamie Minor	BDP	June 1, 2020

A motion was made by Commissioner Adams, seconded by Commissioner Smith and unanimous to hire Rory Steelman, as a summer employee to assist the Sheriff's Office preparation of judicial tax sale notifications and the Treasurer's Office to assist in processing doe licenses, effective June 1, 2020 and ending July 31, 2020.

At this time, the Commissioners recessed to hold a Salary Board meeting. See Salary Board minutes.

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The Commissioners' meeting resumed.

COVID-19 Update

The Chief Clerk talked about the updated County policy for entrance to the Courthouse. While public access may be allowed, some departments require an appointment. It is recommended that visitors phone or email the specific department before coming to the Courthouse.

Other Business

The Commissioners received a copy of the Treasurer's Report dated May 20, 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. 113618 through 113674. 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
97208 EFT	WAYNE COUNTY GENERAL FUND	PR TRANSFER FOR PR 5/22	\$ 655,715.83
113618	THE ADT CORPORATION	402689789 DUE 5/28	\$ 94.92
113619	ATT MOBILITY	287293897490 DUE 5/23	\$ 477.16
113620	ATTORNEY REGISTRATION	REG202129497758 SHELLY ROBINSO	\$ 225.00
113621	NICHOLAS A BARNA	SM MARCH SERVICES	\$ 767.00
113622	BLUE RIDGE COMMUNICATIONS	0315503-02 DUE 5/16	\$ 187.50
113623	CAMPBELL LAW OFFICES	22 20187 DP APRIL SERVICES	\$ 942.50
113624	CENTRAL WAYNE REGIONAL AUTHORITY	001815.00 DUE 5/29	\$ 1,080.50
113625	COBRA SOLUTIONS, INC	7594 DUE 5/31 6/1-5/31/21	\$ 445.00
113626	CORRECTIONS DEVELOPMENT INC	WC DA ACCOUNT	\$ 1,500.00
113627	JOSEPH P CREMONA	BRYAN H 5/11	\$ 55.00
113628	ELLEN L DAVEY	VA BURIAL CONTRIBUTION G DAVEY	\$ 100.00
113629	DELTA DENTAL OF PA	39-R10332600000 CLMS 5/2-5/8	\$ 389.00
113630	DIRLAM BROS LUMBER CO INC	WAY280 DTD 5/7	\$ 737.13
113631	PHILIP DUX	VA WIDOW CONTRIBUTION V DUX	\$ 100.00
113632	FARLEY & BERNATHY, LLC	WC APPOINTED COUNSEL MARCH SE	\$ 97.50
113633	CHRISTOPHER FARRELL, ESQ	PD APRIL	\$ 600.00
113634	FIRMSTONE OIL CO INC	241901 DELIVERED 5/13	\$ 517.44
113635	FRIEL, LOKUTA, STAUFFER LLC	WAYNE WO #1A THRU APRIL	\$ 2,700.00
113636	FOX LEDGE INC	000614 DUE 5/21	\$ 230.71
113637	FRANCOTYP-POSTALIA, INC	500010596 DUE 6/1	\$ 131.85
113638	FRITZ BROS INC	WAY222 DTD 5/12	\$ 197.06
113639	GALLS, LLC	4855925 DUE 5/30	\$ 476.20
113640	GRAINGER INC	838681526 DUE 6/7	\$ 123.22
113641	HIGHMARK BLUE SHIELD	116512 CLMS THRU 5/15	\$ 118,666.80
113642	HIGHHOUSE OIL OPERATIONS INC	2083 APRIL SERVICES	\$ 462.19
113643	HOME DEPOT CREDIT SERVICES	XXXX9437	\$ 641.24
113644	HONESDALE AGWAY	700557 dtd 5/7	\$ 93.82
113645	MONTROSE AUTO PARTS INC	21291 DTD 5/5	\$ 7.49
113646	JALVO INC	WC SHERIFF ACCOUNT	\$ 360.00
113647	KILEY ASSOCIATES, LLC	HANKINS POND	\$ 146.25
113648	BEVERLY KULIKOWSKI	VA BURIAL CONTRIBUTION F DEREK	\$ 100.00
113649	LACKAWANNA CO. CORONERS OFFICE	WAYNE COUNTY DUE 5/31	\$ 1,000.00
113650	CHRISTOPHER G LEE	BRYAN H 5/11	\$ 44.10
113651	MEAGHER LAW, INC	FE DTD 12/3	\$ 65.00
113652	MSC ASSOCIATES INC	GENERATORS PRISON & COURTHOUSE	\$ 4,521.00
113653	MESKO GLASS & MIRROR CO INC	7174 DTD 5/11	\$ 593.75
113654	ROSENCRANSE ENTERPRISE INC	WC COMMISSIONERS ACCT	\$ 88.10
113655	PA STATE POLICE	DANIELLE MCCONNELL	\$ 22.00
113656	PENNSYLVANIA PAPER & SUPPLY CO	3711 DTD 5/13	\$ 2,186.45
113657	PIMCC	C100-20 FEB BILLING	\$ 679.00
113658	PIONEER CONSTRUCTION CO INC	PARK ST SNOW 3/23	\$ 646.00
113659	PPL ELECTRIC UTILITIES	3140176006 DUE 6/1	\$ 173.04
113660	RICHARD B HENRY AND ASSOCIATES LLC	DP-9-10-11-2017 APRIL SERVICES	\$ 32.50
113661	KIMBERLY RICKARD	MARCH AND APRIL EXPENSES	\$ 57.18
113662	STANTON OFFICE EQUIPMENT	100117 DTD 5/13 GOLF PENCILS	\$ 618.45
113663	MEDICAL SHOPPE LTD	8794 GOWNS	\$ 121.65
113664	TELEMEDICINE MANAGEMENT, INC	MEMBERSHIP DUE 6/1	\$ 2,415.00
113665	THOMSON REUTERS-W. PUBLISHING CORP	1000456700 DUE 5/31	\$ 3,031.20
113666	TIMEKEEPING SYSTEMS, INC	WAY008 DTD 5/5	\$ 125.00
113667	GATEHOUSE MEDIA PA HOLDINGS, INC	00016586 RETURN BOARD MEETING	\$ 208.47
113668	VISA	XXXXXX2359 DUE 6/6	\$ 31.95
113669	WAYNE COUNTY HUMAN SERVICES	WC CYS FIRST QUARTER 2019	\$ 204,995.38
113670	W C JUV. PROBATION DEPT PETTY CASH	TRANSPORT 5/13	\$ 36.70
113671	WAYNE COUNTY SHERIFF DEPT	CAR WASH	\$ 11.00
113672	DOLORES WEINCZYK	VA BURIAL CONTRIBUTION A WEINC	\$ 100.00
113673	WEX INC	0496-00-200994-2 DUE 5/26	\$ 38.79

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113674	WOODLAND DESIGN ASSOC INC	SCI WAYMART THRU APRIL	\$ 2,360.00
Total			<u>\$1,012,570.02</u>

VENDOR REPORT FROM 05/21/2020 TO 05/21/2020

VOUCH	VENDOR NAME	DESCRIPTION	AMOUNT	CHECK NO
1009	CARE FOR PEOPLE PLUS, INC.	MAY 2020 ID HOME & COMM HAB BASE SERVICES	\$405.68	16556
1010	CARDMEMBER SERVICE	MONTHLY ZOOM CHARGE	\$14.99	16558
1011	COMMUNITY VOCATIONAL SERV., INC.	APR 2020 ID HOME & COMM HAB & EMPLOYMENT BASE	\$1,536.78	16559
1012	DE LAGE LANDEN FINANCIAL SERV., INC.	MAY COPIER MAINT. AGREEMENT - SHARP/MXM5070	\$157.00	16561
1013	DEAN FOWLER SERVICE STATION, INC.	APR 2020 COUNTY VEHICLEMAINTENANCE CHARGES	\$512.73	16560
1014	HUMAN RESOURCES CENTER, INC.	MAR 2020 ID HOME & COMM HAB & EMPLOYMENT BASE	\$892.40	16563
1015	KAREN E. RICKERT	MAY 2020 EI SNI BASE SERVICES	\$201.81	16566
1016	TIME AWAY RENTALS, LLC.	ESG FUNDING APPROVAL - RR 2019- MAY 2020 RENT	\$950.00	16567
1017	TRACY L. BAJADEK	MAY 2020 EI ST BASE SERVICES	\$785.04	16568
1018	U.S. HEALTHCARE SERVICES, LLC	APR 2020 EI ST BASE SERVICES	\$457.94	16569
1019	HOTEL WAYNE, INC.	DISCRETIONARY PAYMENT APPROVAL - HOTEL/MOTEL	\$74.50	16571
1020	CESAR REYES-MATEO	APR 2020 INTERPRETING SERVICES - JOSHUA A	\$200.00	16557
1021	WAYNE CO. AREA AGENCY ON AGING	FEB 020 ID TRANSPORTATION SERVICES - BOWLLING	\$39.00	16570
1022	PPL ELECTRIC UTILITIES	MONTHLY ELECTRIC UTILITIES - FAIR AVE APT A	\$33.25	16565
1023	N.E. LASER TONER AND COPIER SERVICE	TONER CARTRIDGE - INEZ R	\$49.95	16564
1024	ENTERPRISE FM TRUST	MAY 2020 COUNTY VEHICLE LEASE AGREEMENTS	\$4,859.12	16562
1025	WAYNE MEMORIAL HOSPITAL, INC.	ESG FUNDING APPROVAL - RR 2019 - SEC DEP	\$650.00	16572
1026	WAYNE MEMORIAL HOSPITAL, INC.	ESG FUNDING APPROVAL - RR 2019 - MAY 2020 RENT	\$281.58	16572
TOTAL			\$12,101.77	

911

10917	FRONTIER	71711180111129933 DUE 5/26	\$ 80.50
10918	PPL ELECTRIC UTILITIES	3403131003 DUE 6/10	\$ 383.25
10919	SUNRISE MARKET INC	118 WC 911 ACCT	\$ 89.43
10920	VERIZON	651288381000150 DUE 6/1	\$ 2,074.93

Children & Youth 06

Check	Vendor	Description	Amount
1189	ADELPHOI VILLAGE INC	WCCYS APRIL 2020	\$ 8,922.00
1190	JACQUILYN & ROBERT BARNA	FC APRIL 2020	\$ 1,105.00
1191	BLUE RIDGE COMMUNICATIONS	WCCYS CABLE 5/15-6/14 ACCT# 02	\$ 110.00
1192	CHILDRENS HOME OF EASTON	WCCYS APRIL 2020	\$ 5,259.21
1193	CLEAR VISION RESIDENTIAL	WCCYS APRIL 2020	\$ 5,870.40
1194	CONCERN	WCCYS APRIL 2020	\$ 2,249.10
1195	ENTERPRISE FLEET MANAGEMENT INC	WCCYS VEHICLE LEASE MAY 2020 C	\$ 4,545.53
1196	FAMILIES UNITED NETWORK INC	WCCYS APRIL 2020	\$ 3,709.80
1197	HIGHHOUSE OIL OPERATIONS INC	WCCYS FUEL APRIL 2020	\$ 310.89
1198	HOTEL WAYNE	WCCYS STAY MAR 12-16, 24-29	\$ 790.00
1199	JAY'S BUSINESS SYSTEMS, INC	WCCYS INV# 64362 CONTRACT OVER	\$ 18.18
1200	KIDSPEACE CORPORATION	WCCYS APRIL 2020	\$ 43,250.27
1201	MARK & BONNIE LATOURETTE	RATE ADJUSTMENT OCT/NOV 2019	\$ 52.00
1202	MERAKEY PENNSYLVANIA	WCCYS MARCH 2020	\$ 1,786.69
1203	JESSICA MITSCHELE	FC APRIL 2020 A.W.	\$ 1,052.00
1204	PATHWAYS ADOLESCENT CENTER INC	WCCYS APRIL 2020	\$ 4,650.00
1205	QUANTUM LABS	WCCYS WATER TEST FOSTER PARENT	\$ 300.00
1206	FRANK SOUZA & ARIEL HOPKINS	RATE ADJUSTMENT NOVEMBER 2019	\$ 20.00
1207	SARAH TIGUE	RATE ADJUSTMENT NOVEMBER 2019	\$ 14.00
1208	TRACK GROUP	WCCYS MONITORING APRIL 2020	\$ 675.00
1209	UNITED CHARITIES INC. OF HAZELTON	WCCYS APRIL 2020	\$ 4,350.00
1210	XEROX CORPORATION	WCCYS DOCUSHARE YEARLY SUBSCRI	\$ 2,499.96
Total			<u>\$ 91,540.63</u>

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

 Andrew M. Seder Chief Clerk