

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, 2021 and January 6, 2022. A motion was made by Commissioner Adams, seconded by Commissioner Cramer and unanimous to approve the minutes of the December 30, 2021 meeting. A motion was made by Commissioner Adams, seconded by Commissioner Cramer and unanimous to approve the minutes of the January 6, 2022 meeting.

### Agenda

Scheduled to meet with the Commissioners: Milton Roegner, Walter Zimmerman and William Chatlos, from the Chatlos Foundation, Ryanne Jennings from the Wayne County Community Foundation, for the Broadband Improvement Survey and Project. District Attorney A.G. Howell and Victim Witness Coordinator Corrine Crum for the annual SAVIN Services and Maintenance Agreement; Chief Financial Officer Vicky Botjer – County Policies.

Items to be considered: Partnership Agreement for Broadband Improvements; Employee anniversary recognition; SAVIN Services and Maintenance Agreement; Updated Wayne County Drug Free Workplace Policy; Wayne County Fund Balance Policy; Salary Board meeting; Payment of bills.

### Correspondence and Communications

Received a notice from Dewberry Engineers regarding application, on behalf of the PA Department of Transportation, for a Waterway Obstruction and Encroachment Permit with the PA Department of Environmental Protection. This project consists of the replacement of the SR 170 Bridge over the West Branch of the Lackawaxen River in Clinton Township.

Received a letter from Farm Arts Collective in Damascus Township informing the Commissioners that they have received a \$6,000 PA Humanities Grant.

Received notification from DMS Engineering and Surveying regarding an application for a Water Obstruction and Encroachment Permit for Neville's Mobile Home Court in Salem Township.

Received notification from GHD informing the County of the Aqua Pennsylvania, Inc. watermain replacement along Ridge Avenue in Honesdale.

Received notification from the PA Department of Environmental Protection of an acceptable As-Built Certification regarding a Surface Mining Permit for the Lake Ariel and Lake Ariel North Quarry Operation in Lake Township.

Received a letter from the Center for Rural Pennsylvania providing a copy of the 2021 Year-in-Review factsheet.

A motion was made by Commissioner Cramer, seconded by Commissioner Adams and unanimous to accept the resignation of Edward Delemarre, Residential Program Worker with Transitional Living Apartments, effective January 8, 2022.

Received a letter of resignation from Corrections Officer Thomas Sheehan, effective January 8, 2022. A motion was made by Commissioner Cramer, seconded by Commissioner Adams and unanimous to accept this letter.

New Business

Milton Roegner, Walter Zimmerman and William Chatlos, from the Chatlos Foundation, and Rynne Jennings from the Wayne County Community Foundation, were on hand to discuss the Broadband Improvement Survey and Project. Mr. Zimmerman said he moved here 20 years ago and had to pay an outrageous amount of money for pathetically slow internet. Mr. Zimmerman said broadband improvements in Wayne County will help move the County forward economically and educationally. Ms. Jennings said this is a good private partnership and is pleased that Philanthropy will be able to expedite this. The Commissioners thanked the partnership and noted this funding will dramatically help improve the future of Wayne County. We have known for a long time our community needs this.

A motion was made by Commissioner Cramer, seconded by Commissioner Adams and unanimous to sign the partnership agreement with the Wayne County Community Foundation, Wayne County Commissioners and the William H. Chatlos Charitable Gift Fund to move broadband forward in Wayne County.

A motion was made by Commissioner Cramer, seconded by Commissioner Adams and unanimous to declare a commitment to make broadband expansion projects a priority with American Rescue Plan Act funds and other grants. Mr. Roegner and Mr. Chatlos thanked everyone for their willingness to work together and agreeing to make improvements to the broadband infrastructure in Wayne County.

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

Debra Doyle	Emergency Management Agency	10 years
Shannon Guinard	Children & Youth Services	5 years
Carly Mauro	Children & Youth Services	1 year

Children and Youth Administrator Rozalyn Burke and Program Specialist Cindy Batzel introduced Shannon Guinard, County Caseworker, and Carly Mauro Clerk/Typist II. Ms. Burke said Ms. Mauro is the common voice you hear when calling Children and Youth Services. Ms. Mauro is an integral part of the team. Ms. Mauro said it is nice to be part of an agency that is such an important part of child welfare in the County. Ms. Batzel said Ms. Guinard goes above and beyond. Ms. Batzel said her role in Children and Youth Services is an example of what a human being filled with compassion and selflessness. Ms. Guinard said that her colleagues and everyone is so supportive and enjoys her job.

EMA Operations and Training Officer Peter Hooker introduced Debra Doyle, Administrative Assistant. Mr. Hooker spoke about all of the certifications and training Ms. Doyle has undertaken since she began with EMA. Mr. Hooker said the biggest feather in her hat is changing the EMA file system, which is very much appreciated by the staff. Ms. Doyle said she is thankful for the opportunity to work for Wayne County and likes working with Mr. Hooker and Steve Price. The Commissioners thanked her and for the important role she plays in Wayne County.

District Attorney A.G. Howell and Victim Witness Coordinator Corrine Crum were on hand for the annual SAVIN Services and Maintenance Agreement. District Attorney Howell said this program is no cost to the County and provides victims with status updates of offenders while in

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jail and upon release. Ms. Crum said there have been over 500 new offenders registered in the past two years at the Wayne County Correctional Facility. The program works very well and aids victims and gives them peace of mind. A motion was made by Commissioner Adams, seconded by Commissioner Cramer and unanimous to renew the annual SAVIN Services and Maintenance Agreement between Wayne County and the Pennsylvania District Attorneys Institute for January 1, 2022 to December 31, 2022.

CFO Vicky Botjer spoke about the new County Drug Free Workplace Policy addressing medical Marijuana and how it affects certain departments and expect minor changes with the remaining the same as the previous policy. A motion was made by Commissioner Adams, seconded by Commissioner Cramer and unanimous to adopt the updated Wayne County Drug Free Workplace Policy.

A motion was made by Commissioner Adams, seconded by Commissioner Cramer and unanimous to adopt a Wayne County Fund Balance Policy. CFO Vicky Botjer said this tries to create an objective policy to avoid large tax increases in the future by insuring 30-60 days capital in case of emergencies. Commissioner Adams said it is a goal and it is appropriate for us to hit that goal in a reasonable amount of time. Commissioner Adams noted it is also a good budgeting tool. Commissioner Cramer said policies like this will long survive those of us who are hear now and appreciates having it in place.

A motion was made by Commissioner Cramer, seconded by Commissioner Adams and unanimous to promote Jessica Ramos to the position of Caseworker II at Wayne County Children and Youth Services, effective January 24, 2022, for reaching 6 months as a Case Worker I and having a satisfactory employee performance review.

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 Brittany Highhouse, as a Caseworker I at Wayne County Behavioral Health, effective January 24, 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 James Austin, as a part-time Corrections Officer at the Wayne County Correctional Facility, effective January 31, 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 Adams, seconded by Commissioner Cramer and unanimous to hire Nicholas Nixon, as a part-time Corrections Officer at the Wayne County Correctional Facility, effective January 31, 2022.

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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 Jennifer Geyer, as a Food Service Worker at the Wayne County Correctional Facility, effective January 16, 2022.

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 12, 2022.

A motion was made by Commissioner Cramer, seconded by Commissioner Adams and unanimous to approve the following bills for payment, as presented, which includes Checks No. 120239 through 120279. 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
97531EFT	W C HEALTH BENEFIT FUND	WEEKLY HEALTH TRANSFER	\$ 100,000.00
97532EFT	W C HEALTH BENEFIT FUND	ADDITIONAL HEALTH TRANSFER	\$ 75,000.00
97533EFT	WAYNE COUNTY GENERAL FUND	PR TRANSFER FOR PAYROLL 1/14	\$ 804,195.89
97534EFT	EXPERT PAY	CHILD SUPPORT PR 1/14	\$ 1,006.99
120239	PA STATE POLICE	BRENDA ALBRIGHT CLEARANCE	\$ 44.00
120240	KEYSTONE ADVERTISING SPECIALTIES	WC PROTHONOTARY ACCOUNT	\$ 893.75
120241	AXON ENTERPRISE INC	462481 DUE 12/20/2021	\$ 698.64
120242	BIMBO BAKERIES USA INC	ACCT# 69-00806-999-99 DTD 12/1	\$ 83.41
120243	BIO-HAZ SOLUTIONS INC	#131156 DUE 1/4/2022	\$ 35.00
120244	BLUE RIBBON FARM DAIRY INC	WC PRISON ACCT DTD 1/4/2022	\$ 437.85
120245	JOHN J BONDURA	JOSEPH T YASIN 0000172-2004 12	\$ 35.00
120246	BUGAJ / FISCHER PC	PROTHONOTARY AND CLERK OF COUR	\$ 1,500.00
120247	BUREAU OF ELECTIONS	REIMBURSE PETTY CASH	\$ 66.23
120248	STEVEN E BURLEIN	58-DP-2020 THRU 11/17/21	\$ 2,652.00
120249	CAYZU INC	PRO YEARLY 2021	\$ 912.00
120250	CENTRAL WAYNE REGIONAL AUTHORITY	#001183.00 DUE 1/31/2022	\$ 1,504.50
120251	CINTAS CORPORATION NO 2	#19893466 FIRST AID KIT SERVIC	\$ 51.46
120252	JOSEPH P CREMONA	KATHLEEN BLITZER 0000129-2006	\$ 233.33
120253	DEMPSEY UNIFORM & LINEN SUPPLY	#WAYN0015 DUE 01/10/2022	\$ 148.30
120254	METROPOLITAN FOODS, INC	WC PRISON ACCT DTD 1/4/2022	\$ 3,997.46
120255	FARLEY & WEED, LLC	BB NOVEMBER SERVICES	\$ 51.00
120256	SOURCE SECURITY & COMMUNICATIONS INC	DRUG & ALCHL DOOR ACCESS SYSTE	\$ 4,572.00
120257	FIRMSTONE OIL CO INC	#241901 DELIVERED 12/29/2021	\$ 1,210.62
120258	RICHARD FISCHBEIN MD	ADAM BRODOWSKY	\$ 3,000.00
120259	FORENSIC ASSOCIATES OF NEPA	WC CORONER ACCT FA 2021-A-124,	\$ 8,050.00
120260	THE GUARDIAN LIFE INSURANCE COMPANY	#00583206 2021 CLAIMS DUE: 1/2	\$ 17,704.24
120261	JOHN BONHAM ROAD EQ & SUPPLIES, INC	#230084 DTD 12/17/2021	\$ 441.00
120262	JUSTIN EUGENE PFAFF	ORION J NOVEMBER SERVICES	\$ 892.50
120263	REED ELSEVIER INC	1238114 DUE 01/30/2022	\$ 50.00
120264	M.M.M. WASTE REMOVAL INC	WAYNE COUNTY RECYCLING DUE 1/2	\$ 222.00
120265	MODERN GAS SALES OF HONESDALE INC	ACCT# 4-35970 DTD 12/31/2021	\$ 139.90
120266	NATIONAL ASSOCIATION OF COUNTIES	#42127 2022 DUES	\$ 1,056.00
120267	US POSTMASTER SERVICE	REPOSITORY SALE 1/10/2022	\$ 504.40
120268	REINHART FOODSERVICE, LLC	ACCT# 25970 DTD 1/3/2022	\$ 2,703.26
120269	SCHINDLER ELEVATOR CORPORATION	4100089251 1/1/2022-12/31/2022	\$ 2,839.08
120270	STARR UNIFORM CENTER	CORAZZI DTD 12/30/2021	\$ 382.99
120271	MEDICAL SHOPPE LTD	#000000008794 MSC SUPPLIES	\$ 8.58
120272	SUNRISE MARKET INC	WC COMMISSIONES ACCT DUE 12/31	\$ 6.59
120273	SUSQUEHANNA SOFTWARE, INC.	SOFTWARE MAINT JAN 2022-MARCH	\$ 1,785.00
120274	SUSANIN, WIDMAN & BRENNAN P.C.	624D 12/21/2021	\$ 7,900.00
120275	TRACTOR SUPPLY CREDIT PLAN	6035 3012 0339 9058 DUE 1/24/2	\$ 22.99
120276	WILLIAM F TROOP	KATRINA M O'NEILL 0000448-2012	\$ 525.82
120277	THE ARTINA GROUP INC	WAYNE COUNTY ACCT DUE 1/28/202	\$ 570.18
120278	UNITED PARCEL SERVICE	F14E87 DUE DTD 12/11/2021	\$ 34.74

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120279	WEX INC	0496-00-200994-2 DUE 1/26/2022	\$ 1,192.32
Total			\$ 1,049,361.02

**HSA WEEKLY VOUCHER REPORT FROM 1/12/22 TO 1/12/22**

VOUCH	VENDOR	AMOUNT	DESCRIPTION
1300	WAYNE COUNTY COMMISSIONERS	\$34,058.21	Worker's & Unemployment Comp, FY 21-22, 2nd Qtr
1301	WAYNE COUNTY COMMISSIONERS	\$162,483.33	Payroll of 12/31/21
		\$196,541.54	

**Children and Youth 06**

3553	JESSE & LACEY BOANDL	FC DECEMBER 2021	\$1,943.73
3554	BRIAN & JILL GOODMAN, III	FC DECEMBER 2021	\$966.00
3555	MICHAEL B WALSH	COUNSELING DECEMBER 2021	\$24,750.51
3556	DOUGLAS & HELEN LANDMESSER	FC DECEMBER 2021	\$1,389.66
3557	MATTHEW & ANNETTE MANDEVILLE	FC DECEMBER 2021	\$2,686.82
3558	RICHARD & DIANE OLVER	FC DECEMBER 2021	\$1,585.80
3559	ERIC & DANIELLE PIECZYNSKI	FC DECEMBER 2021	\$1,919.01
3560	PENNSYLVANIA STATE POLICE	CLEARANCES E. HUBBARD	\$22.00

**BDPEI**

2116	AREA AGENCY ON AGING	OCT TRANSPORTATION SVCS - K.R.	\$ 266.50
2117	MANDY ALTEMIER	CLEARANCE REIMBURSEMENT	\$ 23.85
2118	TRACY L. BAJADEK	JAN SPEECH THERAPY SERVICES	\$ 774.87
2119	CARE FOR PEOPLE PLUS, INC.	DEC H&C SERVICES AND FAMILY AI	\$ 182.78
2120	DIRECTION LLC	DEC H&C SERVICES	\$ 355.52
2121	GOODWILL INDUSTRIES OF NEPA	DEC SUPPORTED EMPLOYMENT SERVI	\$ 213.00
2122	COMMUNICATION SERVICES INC	ID JOBS 426019, 426020, 427505	\$ 300.00
2123	PAULA SCHARFF INTERANTE	AUG/SEP MH HEARING SOLICITOR	\$ 300.00
2124	JAY'S BUSINESS SYSTEMS, INC	INV# 73183 COPIER CONTRACT JAN	\$ 143.88
2125	MANDER FIRE & SAFETY INC	ANNUAL INSPECTIONS - NEW HORIZ	\$ 30.00
2126	PEDIATRIC & ADULT THERAPY SERVICES, INC.	DEC EVALUATION SERVICES	\$ 1,781.40
2127	TARA PERRY	DEC SPECIAL INSTRUCTION SERVIC	\$ 4,334.74
2128	PPL ELECTRIC UTILITIES	55511-14183 DUE 1/18	\$ 172.39
2129	PENNSYLVANIA STATE POLICE	CLEARANCES BDPEI - NOV	\$ 22.00
2130	PENNSYLVANIA STATE POLICE	CLEARANCES BDPEI - DEC	\$ 22.00
2131	STAPLES INC	5304504 DUE 1/28	\$ 291.71
2132	KAREN E RICKERT	DEC SPECIAL INSTRUCTION SERVIC	\$ 950.08
2133	SAYEGH PEDIATRIC THERAPY SERVICES, P.C.	DEC SPEECH THERAPY SERVICES	\$ 134.76
2134	WENDY SIMONS	CLEARANCE REIMBURSEMENT	\$ 23.85
2135	SUSQUEHANNA SOFTWARE, INC.	WAV TRACKER MAINTENANCE JAN-MA	\$ 2,800.00
2136	MORGAN THOMAS	CLEARANCE REIMBURSEMENT	\$ 23.85
2137	VERIZON	12-5702530506 DUE 1/7	\$ 41.40
2138	WAYNE COUNTY COMMISSIONERS	PAYROLL 12/31	\$ 68,115.57

**911**

11450	FOX LEDGE INC	#006235 DUE 1/30/2022	\$ 52.00
11451	FRONTIER	717-111-8011-112993-3 DUE 1/25	\$ 80.50
11452	LEONARD W GILPIN JR	1/2 TOWER NEWFOUNDLAND LEASE A	\$ 1,800.00
11453	NATHAN R GILPIN SR	1/2 TOWER LEASE NEWFOUNDLAND	\$ 1,800.00
11454	NEP	ACCT# 00055645-4 DUE 1/26/2022	\$ 525.03
11455	PPL ELECTRIC UTILITIES	#1400-81009 DUE 2/4/2022	\$ 212.40
11456	SHI INTERNATIONAL CORP	ACCT# 1054819 DTD 12/27/2021	\$ 210.92

**Health Account**

97329EFT	BROKERAGE CONCEPTS LLC	CLAIMS 1/5-1/12	\$ 270,475.00
97330EFT	BROKERAGE CONCEPTS LLC	CORRECTION OF INVOICE AMOUNT.	\$ 0.60

**Grant Account**

97528EFT	BENJAMIN BAMONTE	COLIN REED RENT ASSISTANCE	\$ 1,200.00
97529	ADAMS OUTDOOR ADVERTISING	#0921950 WAYNE/PIKE JAN 2022	\$ 5,425.00
97530	BART M BABEL	CHELSIE PATTERSON RENTAL ASSIS	\$ 675.00
97531	MATTHEW BLIT	CATHERINE PARDERLIKES RENTAL A	\$ 3,280.00
97532	CAGE ENTERPRISES LLC	LACEY SMITH RENTAL ASSISTANCE	\$ 700.00
97533	CHERRY HILL MOBILE HOME COURT INC	JESSICA VANHORN RENT ASSISTANC	\$ 3,490.00
97534	COUNTY WASTE OF PA, LLC	KATIRIA RIVERA 11-0064781 6 UT	\$ 146.50
97535	BARBARA KOLATIS	BARBARA KOLATIS RENTAL ASSISTA	\$ 1,000.00
97536	ROCHIN INC	STEPHANIE PEREZ RENT ASSISTANC	\$ 1,960.00
97537	MODERN GAS SALES OF HONESDALE INC	4-34550 CHELSIE PATTERSON UTIL	\$ 276.28
97538	RICHARD PARTYKA	JESSIE HUGHES RENTAL ASSISTANC	\$ 2,040.00
97539	FRANK T PERANO	RANDY BREIDENSTEIN RENT ASSIST	\$ 2,254.33
97540	PPL ELECTRIC UTILITIES	7072117220 RANDY BREIDENSTEIN	\$ 3,594.78
97541	JAMES RATAY	KATIRIA RIVERA RENT ASSISTANCE	\$ 2,500.00
97542	SHAWN AND LINDA LAMPARTER	MORIAH MCCRACKEN RENTAL ASSIST	\$ 1,235.00
97543	TIME AWAY RENTALS LLC	REBECCA BAZEWICZ RENTAL ASSIST	\$ 1,025.00
97544	UGI UTILITIES INC	421003071923 REBECCA BAZEWICZ	\$ 577.46

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97545 WAYNE COUNTY HOUSING AUTHORITY LINDA FROST RENT ASSISTANCE \$ 466.00

Liquid Fuels

934	STEPHEN J KNASH	JAN-OCT MILEAGE	\$	285.50
935	LABELLA ASSOCIATES DPC	PROJECT 2203148 9/25-10/29/202	\$	9,200.00
936	BERNARD ZEMBRZYCKI	BRIDGE NO.5 KINNEYVILLE ROAD	\$	11,800.00

Capital Investment

1530	NEW ENGLAND MUNICIPAL RESOURCE CENTER LTD	RE-ASSESSMENT THRU 12/27	\$	3,951.25
1531	WAYCO INCORPORATED	WC COMMISSIONERS ACCT DUE 1/22	\$	7,730.00

Act 13

536	WOODLAND DESIGN ASSOC INC	RECREATNAL PARK & NATURAL RESOURCE PLAN	\$5,410.00
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A motion was made by Commissioner Cramer, seconded by Commissioner Adams and unanimous to adjourn.

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Andrew M. Seder, Chief Clerk