

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 a copy of the minutes from the meeting held May 4, 2023. A motion was made by Commissioner Cramer, seconded by Commissioner Shook and unanimous to approve the minutes of the said meeting.

Agenda

Scheduled to meet with the Commissioners: Leigh Washington, Mary Ursich, Victoria Bickel, Joanne Hooey, Fran Loyd, Cassie Brink, Carol Barrett, Nancy Sasso, Sally Burgin, Russell Schemitz, Jane Theobald, Virginia Toy, Anita Robertson, Kim Erickson, Ron Lewis and Kim Stinnard for Older American’s Month; Wayne County Correctional Facility Warden Kevin Bishop and Facility Nurse Supervisor Anna Steelman for a Nursing Day Proclamation; Conservation Director Jamie Knecht, Matt Carney with the Professional Forest Industry Association and Conservation District Forest Specialist Trevor Tochydlowski for a presentation.

Items to be considered: Employee anniversary recognition; Proclamation - Older American’s Month; Proclamation – Nursing Day; PROFIA presentation; Letter of support for Wayne Highlands School District; Request for a 6-month extension for RACP Project No. 3060-00; Request for a 6-month extension for RACP Project No. 3599-00; Use of the Bocce Courts at the Wayne County Park Street Complex by the Special Olympics; Open bids received for the Gridline Road Bridge project; Forward the bids to the County Engineer, CFO and Solicitor for review; Salary Board meeting; Payment of bills.

Correspondence and Communications

Received notification from Woodland Design Associates regarding an application to the PA Department of Environmental Protection for an NPDES Permit associated with construction by Evergreen Self Storage LLC along SR 590 in Salem Township.

Received notice from the PA Department of Transportation of their notice of intent to enter County property off of Volunteer Drive in Berlin Township to conduct surveys, studies and testing to gather information for a proposed Shared Ride Facility.

Received the April 2023 Wayne County Monthly Report for the PA 211 System showing 85 contacts; the majority were related to housing and utility assistance.

Received an Order from the Court of Common Pleas of the 22nd Judicial District that 225 names be drawn from the jury list and those persons summoned to meet on May 8, 2023, at 9:00 a.m., to serve as petit jurors.

Public Comment

There was no public comment.

New Business

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

| | | |
|-----------------|----------------|--------|
| Scott Lehutsky | Tax Assessment | 1 year |
| Donna Hendricks | Tax Assessment | 1 year |

May 4, 2023

Scott Lehutsky, Clerk 2, and Donna Hendricks, Clerk, in the Wayne County Tax Services office, were present for their 1 year anniversary with the County. The Chief Clerk read some comments that Director of Tax Services Cheryl Davies wrote calling both Mr. Lehutsky and Ms. Hendricks great additions to the team. Ms. Davies said Mr. Lehutsky does his job with proficient speed and Ms. Hendricks has been handling Homestead Farmstead and Clean and Green applications. The Commissioners thanked them both for their hard work and accuracy. Coming off of reassessment, their office has been hectic and busy, but they both did their jobs well.

Leigh Washington, Mary Ursich, Victoria Bickel, Joanne Hooey, Fran Loyd, Cassie Brink, Carol Barrett, Nancy Sasso, Sally Burgin, Russell Schemitz, Jane Theobald, Virginia Toy, Anita Robertson, Kim Erickson, Ron Lewis and Kim Stinnard were on hand for Older American's Month. Aging Administrator Mary Ursich spoke about the importance of the Aging office. She praised the efforts of her staff and said one of their missions is to keep people living in their homes longer. She thanked the Commissioners for their continued support of their agency.

The Commissioners thanked everyone gathered for the role they play and specifically thanked the seniors for building the foundation for the next generation here in Wayne County. Solicitor Kay, who serves as the RSVP Chairman, spoke about the many ways seniors have given back to the County in their communities. A motion was made by Commissioner Smith, seconded by Commissioner Shook and unanimous to adopt the Older American's Month Proclamation in Wayne County.

Wayne County Correctional Facility Warden Kevin Bishop and Facility Nurse Supervisor Anna Steelman were present for a Nursing Day Proclamation. Warden Bishop and Ms. Steelman talked about the importance of nurses at the facility. The Warden noted that thanks to the diligence of the nursing staff, they got through the COVID pandemic with almost no cases in the facility. The Commissioners thanked Ms. Steelman and her staff and thanked all nurses for doing their part in saving lives and caring for those in need. A motion was made by Commissioner Smith, seconded by Commissioner Shook and unanimous to adopt the Nursing Day Proclamation in Wayne County. They also presented a proclamation to Mary Ursich to present to the nurses that work for the Area Agency on Aging.

Wayne County Conservation District Director Jamie Knecht, Matt Carney, with the Professional Forest Industry Association and Conservation District Forest Specialist Trevor Tochydlowski gave a presentation about the dangers of people cutting the dead trees. There is especially a problem with Ash trees. Mr. Carney called it a safety emergency and urged anyone needing to remove dead trees to contact a professional. Commissioner Smith said he appreciates the group getting the message out because he knows too many people who have been injured or lost their lives because they were not properly trained to remove trees. He also said they were career pathways for high school students, as Wayne County has had a long storied tradition involving the logging industry.

A motion was made by Commissioner Shook, seconded by Commissioner Cramer and unanimous to approve a letter of support for the Wayne Highlands School District's application to DCED for a Multi-Modal Grant for the entry way to the Preston School Complex in Lakewood.

A motion was made by Commissioner Cramer, seconded by Commissioner Shook and unanimous to ratify a request for a 6-month extension for RACP Project No. 3060-00 (Wayne County Advanced Manufacturing Facility at the Sterling Business and Technology Park in Sterling Township).

A motion was made by Commissioner Shook, seconded by Commissioner Cramer and unanimous to approve a request for a 6-month extension for RACP Project No. 3599-00 (Honesdale Hospitality Project in Oregon Township).

May 4, 2023

A motion was made by Commissioner Shook, seconded by Commissioner Cramer and unanimous to approve the use of the Bocce Courts at the Wayne County Park Street Complex by the Special Olympics for practice Monday evenings from August 7 through October 30, 2023.

A motion was made by Commissioner Cramer, seconded by Commissioner Shook and unanimous to open bids received for the Gridline Road Bridge project over Big Brook in Lebanon Township.

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|---------------------------|----------------|
| Pioneer, Honesdale | \$ 711,139.30 |
| Rutledge, Equinunk | \$ 618,400.00 |
| Fabcor, Jessup | \$ 948,840.50 |
| T. Brennan, Fell Township | \$1,231,948.00 |
| Leeward, Honesdale | \$ 922,490.75 |

A motion was made by Commissioner Smith, seconded by Commissioner Cramer and unanimous to forward the bids to the County Engineer, CFO and Solicitor for review and recommendation.

A motion was made by Commissioner Cramer, seconded by Commissioner Shook and unanimous to hire Grace E. Grimm as a summer intern in the Register of Wills/Recorder of Deeds office, effective May 22, 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 Chelsie Patterson as an Administrative Assistant 1 in the Register of Wills/Recorder of Deeds office, effective May 8, 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 Ariel Hoherchak from Caseworker 1 to Caseworker 2 at Wayne County Children and Youth Services, effective May 8, 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 May 3, 2023.

A motion was made by Commissioner Shook, seconded by Commissioner Smith and unanimous to approve the following bills for payment, as presented, which includes Checks No. 125893 through 125964. Also included in the motion to approve were checks from the Human Services Agency and from Behavioral and Developmental Programs/Early Intervention.

May 4, 2023

| Check | Vendor | Description | Amount |
|-----------|--|--------------------------------|---------------|
| 97581 EFT | PPL ELECTRIC UTILITIES | 60974-07000 DUE 5/11/2023 | \$ 9,784.06 |
| 97582 EFT | UNITED PARCEL SERVICE | F14E87 DUE 5/8/2023 | \$ 51.95 |
| 97779 EFT | W C HEALTH BENEFIT FUND | WEEKLY HEALTH TRANSFER | \$ 125,000.00 |
| 97780 EFT | WAYNE COUNTY GENERAL FUND | PR TRANSFER FOR PR 5/5/2023 | \$ 753,511.51 |
| 97781 EFT | EXPERT PAY | CHILD SUPPORT FROM PAY 5/5/202 | \$ 843.32 |
| 125893 | AEPCEP | CINDY F/AMY C REGISTRATION | \$ 200.00 |
| 125894 | AQUA PENNSYLVANIA INC | 001524130 1085615 DUE 5/19/202 | \$ 1,882.05 |
| 125895 | GOV. REVENUE SOLUTIONS HOLDINGS I, LLC | C100709 DUE 5/18/23 | \$ 778.05 |
| 125896 | RICHARD BANKS | B C GUNTHER 0000301-2022 DTD 4 | \$ 27.50 |
| 125897 | BIMBO BAKERIES USA INC | 69-00806-9999-99 DUE 4/22/2023 | \$ 171.14 |
| 125898 | BLUE RIBBON FARM DAIRY INC | 0-1232 DTD 4/19/2023 | \$ 860.79 |
| 125899 | LISA BORTHWICK | CONFERENCE APRIL 2023 | \$ 46.63 |
| 125900 | BLUE RIDGE CABLE TECHNOLOGIES INC | 0315503-02 DUE 5/16/2023 | \$ 217.53 |
| 125901 | STEVEN E BURLEIN | REIMBURSE FOR POSTAGE | \$ 19.20 |
| 125902 | CCAP | C111-1089 DTD 4/17/2023 | \$ 3,562.50 |
| 125903 | COLONIAL LIFE | E4230983 DUE 5/11/2023 | \$ 14,387.37 |
| 125904 | FLEDERBACH FOODS INC | 1735 COFFEE APRIL STATEMENT | \$ 79.00 |
| 125905 | DE LAGE LANDEN FIN SERVICES | 343775 -REMAINING BALANCE TO M | \$ 1,535.37 |
| 125906 | DIRLAM BROS LUMBER CO INC | WAY280 DTD 4/24/2023 | \$ 308.31 |
| 125907 | METROPOLITAN FOODS, INC | WAYNDV DTD 4/17/2023 | \$ 3,316.31 |
| 125908 | FEDERAL EXPRESS CORP | 6296-6368-1 DUE 4/26/23 | \$ 34.04 |
| 125909 | FIRMSTONE OIL CO INC | 241901 DTD 4/25/2023 | \$ 643.00 |
| 125910 | FRITZ BROS INC | WAY222 DTD 4/24/2023 PARK ST | \$ 266.62 |
| 125911 | FROMM ELECTRIC SUPPLY CORP | 231549 DUE 4/20/2023 | \$ 45.00 |
| 125912 | GALLS PARENT HOLDINGS, LLC | 4855925 DUE 5/7/2023 | \$ 802.13 |
| 125913 | GEO T BISEL CO, INC | 199900 DTD 4/10/23 | \$ 358.00 |
| 125914 | PHILIP C GUTHERZ | APRIL SERVICES | \$ 4,800.00 |
| 125915 | BOROUGH OF HAWLEY | DJ CARNEY MAY RENT | \$ 1,100.00 |
| 125916 | HEMLOCK GROVE CHURCH | SR CENTER MAY RENT | \$ 150.00 |
| 125917 | HONESDALE FARM & GARDEN INC. | 700557 SPORT COMPLEX DTD 4/25/ | \$ 537.93 |
| 125918 | BRANDON MILETTA | DAM 451 (NEVIN CREEK) BEAVER | \$ 540.00 |
| 125919 | EDWARD HOWELL | TRAINING /MILEAGE MARCH/APRIL | \$ 281.54 |
| 125920 | INFOCON CORPORATION | WAY2703 DUE 4/30/23 | \$ 2,510.93 |
| 125921 | MARK M JAMES | TRAINING APRIL 2023 | \$ 138.75 |
| 125922 | BARBARA KAISER | WC PD ACCT J LEPORE DTD 5/1/20 | \$ 125.00 |
| 125923 | PATRICK A KANE | ARBITRATOR 5/2/2023 | \$ 122.90 |
| 125924 | WENDELL R KAY | APRIL SERVICES | \$ 4,833.33 |
| 125925 | KELG REAL ESTATE, LLC | MAY RENT | \$ 3,000.00 |
| 125926 | CARLA KOMAR | MILEAGE APRIL 2023 | \$ 85.20 |
| 125927 | MATTHEW BENDER & CO INC | 0099166969 DTD 3/23/23 | \$ 481.11 |
| 125928 | CHRISTOPHER McCONNELL | MILEAGE APRIL 2023 | \$ 93.01 |
| 125929 | MELISSA DATA CORP | 78707548 MAILER RENEWAL 5/10/2 | \$ 1,795.00 |
| 125930 | WILLIAM M WASSEL | WC PRISON ACCT DUE 5/17/2023 | \$ 150.00 |
| 125931 | MOULTON & MOULTON PC | K FUNK MD-0014-2023 DTD 4/19/2 | \$ 516.00 |
| 125932 | NEP | 00064862-6 DUE 5/26/2023 | \$ 149.93 |
| 125933 | FRANCIS L MARGARET M O'NEILL | DJ DUNSINGER MAY RENT | \$ 1,200.00 |
| 125934 | PENNSYLVANIA PAPER & SUPPLY CO | 3711 DTD 4/19/2023 | \$ 240.75 |
| 125935 | PENTELEDATA | 1600170 DUE 4/29/2023 | \$ 834.32 |
| 125936 | PERFORMANCE FOOD GROUP INC | 25970 DTD 4/18/2023 | \$ 5,160.69 |
| 125937 | QUALITY PRINTING & DESIGN | 737 DTD 4/27/23 | \$ 438.02 |
| 125938 | HUGH RECHNER | ARBITRATOR 5/2/2023 | \$ 168.20 |
| 125939 | CATHERINE JANE RICKARD | MILEAGE APRIL 2023 | \$ 153.27 |
| 125940 | PATRICK ROBINSON | APRIL SERVICES | \$ 5,833.33 |
| 125941 | RUTHERFORD RUTHERFORD & WOOD | ARBITRATOR 5/2/2023 | \$ 122.90 |
| 125942 | ROBIN SAMPSON | MILEAGE APRIL 2023 | \$ 201.74 |
| 125943 | THE SHERWIN-WILLIAMS CO | 4229-6773-7 DUE 5/20/2023 | \$ 111.27 |
| 125944 | CULLEN SMITH | REIMBURSE MILEAGE AND REGISTRA | \$ 412.55 |
| 125945 | SPENCER PRINTING INC | 265 DTD 4/11/2023 | \$ 300.73 |
| 125946 | STARR UNIFORM CENTER | C. HINKLEY DTD 4/26/2023 | \$ 645.89 |
| 125947 | STOURBRIDGE SOLAR PROJECT LLC | APRIL 2023 ELECTRICITY | \$ 397.79 |
| 125948 | MICHAEL G KINZINGER | WC PRISON ACCT DTD 4/25/2023 | \$ 235.00 |
| 125949 | SUPERIOR PLUS ENERGY SERVICES INC | 367170 DUE 5/21/2023 | \$ 877.68 |
| 125950 | SUSANIN, WIDMAN & BRENNAN P.C. | RETAINER 5/1/23-5/31/23 | \$ 3,000.00 |
| 125951 | THE TIMES - TRIBUNE | 1218043DUE 5/23/2023 | \$ 260.00 |
| 125952 | TOPP BUSINESS SOLUTIONS | WC02 DUE 5/21/2023 | \$ 147.11 |
| 125953 | GATEHOUSE MEDIA PA HOLDINGS, INC | 360031570 DTD 4/7/2023 | \$ 204.00 |
| 125954 | UGI UTILITIES INC | 411011846358 DUE 5/12/2023 | \$ 9,973.98 |
| 125955 | SANDRA VAN LUVENDER | TRAINING APRIL 2023 | \$ 138.75 |
| 125956 | FIRST HOSPITAL LABORATORIES INC | L32165 DUE 3/4/2023 | \$ 771.00 |
| 125957 | VERIZON | 570 253-2385 DUE 5/8/23 | \$ 751.49 |
| 125958 | VERIZON WIRELESS | 342009613-00002 DUE 5/12/2023 | \$ 42.09 |
| 125959 | VIGILNET AMERICA LLC | A PROB SCRAMT DUE 4/30/2023 | \$ 1,752.10 |
| 125960 | WASTE MANAGEMENT | WC CORRECTIONS FACILITY DUE 5/ | \$ 463.75 |
| 125961 | WAYNE COUNTY DRUG & ALCOHOL | DUI JANUARY 2023 | \$ 2,975.91 |
| 125962 | W C JUV. PROBATION DEPT PETTY CASH | STEVE GLIA PLACEMENT APRIL 20 | \$ 129.23 |
| 125963 | WEDCO | STOURBRIDGE OPERATING EXP DTD | \$ 4,952.00 |
| 125964 | WITMER PUBLIC SAFETY GROUP INC | 8176 DTD 4/25/2023 | \$ 2,177.64 |
| Total | | | \$ 985,215.19 |

May 4, 2023

| ID# | VENDOR | AMOUNT | CK# |
|-------|------------------------------------|--------------|-------|
| 13113 | E.B. | \$639.60 | 52189 |
| 13189 | A.B. | \$117.25 | 52190 |
| 13102 | B.D. | \$114.50 | 52191 |
| 9174 | J.F. | \$100.00 | 52192 |
| 1502 | FRITZ BROS INC | \$19.94 | 52193 |
| 13153 | H.G. | \$190.00 | 52194 |
| 11230 | AMESWORTH W GILSON, JR | \$425.00 | 52195 |
| 13229 | J.S. | \$345.00 | 52196 |
| 13122 | L.K. | \$35.75 | 52197 |
| 9230 | A.K. | \$326.05 | 52198 |
| 13157 | L.L. | \$96.80 | 52199 |
| 12837 | MEAGHER P ROFESSIONAL BUILDING INC | \$400.00 | 52200 |
| 12216 | CHRISTOPHER BARSCHESKI | \$139.90 | 52201 |
| 3670 | PPL ELECTRIC UTILITIES | \$109.31 | 52202 |
| 13228 | H.E. ROHRER, LLC | \$397,711.00 | 52203 |
| 13133 | W.S. | \$140.00 | 52204 |
| 13107 | D.T. | \$90.00 | 52205 |
| | | \$401,000.10 | |

Children and Youth 06

| Check | Vendor | Description | Amount |
|-------|--|--------------------------------|--------------------|
| 5671 | R.A. | STIPEND-HOUSING OBTAINING DRIV | \$50.00 |
| 5672 | SHADAU AUSTIN | FC APRIL 2023 | \$955.00 |
| 5673 | AVANCO INTERNATIONAL INC | CAPS ASP QUARTERLY SUPPORT 4/1 | \$8,936.38 |
| 5674 | BUNNELL WASTE REMOVAL INC | DUMPSTER RENTAL 4/14/23 | \$805.00 |
| 5675 | ANISSA & JEFFREY CARLEW | FC APRIL 2023 | \$877.00 |
| 5676 | CENTRAL WAYNE REGIONAL AUTHORITY | 000416.00 APRIL 2023 DUE 5/31/ | \$108.00 |
| 5677 | CIT BANK N.A. | COPIER LEASE APRIL MX-M3071 | \$147.00 |
| 5678 | MEAGAN DAMANTI | TRAVEL EXPENSE APRIL 2023 | \$10.32 |
| 5679 | D.D. | STIPEND-HOUSING OPENING BANK A | \$50.00 |
| 5680 | DIVERSIFIED TREATMENT ALTERNATIVE CENTERS, LLC | MARCH 2023 PLACEMENT E.T. | \$8,989.00 |
| 5681 | FORENSIC COUNSELING ASSOCIATES | J.T EVALUATION PO J.M. | \$600.00 |
| 5682 | HOTEL WAYNE, INC. | PLACEMENT 1/30/23-2/6/23 H.M. | \$646.50 |
| 5683 | JAY'S BUSINESS SYSTEMS INC | WC05 CONTRACT OVERAGE/FINANCE | \$58.80 |
| 5684 | J.K. | STIPEND-NORMALCY-PURPOSE TUXED | \$169.35 |
| 5685 | MATTHEW & ANNETTE MANDEVILLE | FC MARCH 2023 | \$464.00 |
| 5686 | CINDY MORALES | TRAVEL EXPENSE APRIL 2023 | \$18.20 |
| 5687 | LORI OWENS | TRAVEK EXPENSE APRIL 2023 | \$27.94 |
| 5688 | SPEAKWRITE LLC | APRIL 2023 TRANSCRIPTION SERVI | \$329.10 |
| 5689 | GATEHOUSE MEDIA PENNSYLVANIA HOLDINGS, INC | ACCT#874886 UPDATE CYS ADVISOR | \$19.40 |
| 5690 | UGI UTILITIES INC | 411012745542 | \$439.42 |
| 5691 | WASTE MANAGEMENT | WCCYS HAND HOUSE 1100 CHURCH S | \$77.99 |
| | | Total | \$23,778.40 |

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|-----------|------------------------|--------------------------------|-----------|
| 97580 EFT | PPL ELECTRIC UTILITIES | 01400-81009 DUE 5/22/23 | \$ 320.74 |
| 97975 | HANCOCK TELEPHONE CO | 200252 DUE 5/24/2023 | \$ 0.31 |
| 97976 | MCI COMM SERVICE | 2DF81923 DUE 5/10/23 | \$ 38.75 |
| 97977 | PENELEC | 100 076 689 239 DUE 5/10/2023 | \$ 206.07 |
| 97978 | WASTE MANAGEMENT | WC EMERGENCY OP CENTER DUE 5/1 | \$ 71.23 |

Health Account

| | | | |
|-----------|------------------------------|-----------------------------|---------------|
| 97583 EFT | BROKERAGE CONCEPTS LLC | HIGHMARK CLAIMS 4/26-5/2/23 | \$ 291,022.73 |
| 114808 | TELEMEDICINE MANAGEMENT, INC | MAY MEMBERSHIP DUE 6/1/2023 | \$ 2,240.00 |

ERAP

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|-------|---------------------------|-------------------------------|-------------|
| 98201 | HOLLISTER HEIGHTS MHC LLC | CU BRO RENT MAY 22-APRIL 2023 | \$ 1,645.00 |
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A motion was made by Commissioner Shook, seconded by Commissioner Cramer and unanimous to adjourn.

Andrew M. Seder, Chief Clerk