

January 7, 2021

Honesdale, Pennsylvania

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 December 31, 2020. A motion was made by Commissioner Adams, seconded by Commissioner Cramer and unanimous to approve the minutes of the said meeting.

Agenda

Scheduled to meet with the Commissioners: Juliann Doyle, Wayne County Human Services Administrative Officer, Senator Lisa Baker, Representative Jonathan Fritz, Representatives from the Wayne County Human Services Agency administration.

Items to be considered: Retirement ceremony for Juliann Doyle; Employee anniversary recognition; Budget revision to the existing Emergency Solutions Grant; 2021 Tax Anticipation Note; Agreement with the Wayne Highlands School District; Ratify sending letters to Senators Bob Casey and Pat Toomey and Representative Matt Cartwright regarding the United States Postal Service; Salary Board meeting; Payment of bills.

Correspondence and Communications

Received from the Wayne County Tax Claim Bureau a Notice of Proposed Private Sale from Non-Repository List.

Public Comment

There was no public comment.

New Business

A retirement ceremony was held for Juliann Doyle, Human Services Administrative Officer, after 41 years of service to Wayne County with comments and presentations from the Commissioners and distinguished guests.

Senator Lisa Baker and Jonathan Fritz celebrated Ms. Doyle's care and compassion and spoke of the positivity she brings to the County every day.

Commissioner Adams noted that Ms. Doyle is there ready to help and pitch in and do something extra.

Commissioner Cramer told Ms. Doyle she is obviously very passionate about what she does and set the pattern for others to follow.

Commissioner Smith wished Ms. Doyle good health and happiness in her retirement.

Commissioner Adams asked the two dozen employees from Human Services administration to gather and asked if they would like to add anything.

Pat Perkins, Senior Center Services Director, thanked Ms. Doyle for her work whenever needed with the senior center.

Darlene Miller, BDP/EI Administrative Assistant, said Ms. Doyle was always helping to cover phones in the office and assist when needed.

January 7, 2021

Leann Wash, County Casework Supervisor, told Ms. Doyle whenever she needed something you were always there.

Carl Albright, Administrative Officer, thanked Ms. Doyle for her generosity of knowledge.

Carol Kneir, Wayne Memorial Hospital, noted that Ms. Doyle is a team player and will be truly missed. Ms. Doyle served on the Wayne Memorial Advisory Board.

Mary Ursich, Aging Administrator, thanked Ms. Doyle for the wonderful training she brought to the County that makes everyone more informed.

Michelle Valinski, Human Services Administrator, said Ms. Doyle's support, guidance and knowledge is amazing and made her life easier every day.

Juliann Doyle spoke saying it was always a team effort that she was glad to be part of the past 41 years. She said it has been quite an experience and offered thanks to everyone she has worked with. Ms. Doyle also mentioned that everything she did was for the residents of Wayne County.

Senator Baker, Representative Fritz and the Commissioners all presented proclamations noting Ms. Doyle's retirement.

The Commissioners held an employee anniversary recognition to recognize the following County employee who was in attendance:

Debbie Varcoe	Wayne County Planning	35 years
---------------	-----------------------	----------

Commissioner Cramer said what Ms. Varcoe does is valued and appreciated. Commissioner Adams praised her for her steadiness. Commissioner Smith said she exhibits the same enthusiasm today as she did 35 years ago.

A motion was made by Commissioner Adams, and Commissioner Cramer and unanimous to request a budget revision to the existing Emergency Solutions Grant CV (C000074132). The County seeks to move 8 percent, or \$13,935, of the \$177,316 allocation to the hotel and rental assistance lines under homelessness prevention to address the increased needs to prevent homelessness.

CFO Vicky Botjer spoke about the 2021 Tax Anticipation Note and noted that the 0.79 percent was the lowest rate she can remember. Ms. Botjer said she appreciates how the local banks give low rates. A motion was made by Commissioner Adams, seconded by Commissioner Cramer and unanimous to approve and execute all appropriate paperwork for the County's tax anticipation note, not to exceed \$3 million, from the Honesdale National Bank at a rate of 0.79 percent.

The Chief Clerk explained that the Wayne Highland School District is paying a special counsel to assist with tax assessment appeals and the County has agreed to reimburse 21.7% of the cost based on a proportionate share of tax assessment. A motion was made by Commissioner Adams, seconded by Commissioner Cramer and unanimous to enter into an agreement with the Wayne Highlands School District for a special counsel to assist with tax assessment appeals.

A motion was made by Commissioner Cramer and Commissioner Adams and unanimous to ratify sending letters to Senators Bob Casey and Pat Toomey and Representative Matt Cartwright regarding the United States Postal Service and unacceptable delays in mail delivery. Commissioner Adams detailed the delay with mail delivery the County has experienced the past few months and has experienced personally. He noted that delaying mail delivery has real life consequences including late fees, utility shutoffs, and possible foreclosures when payments are not received on time. Commissioner Adams also noted that

January 7, 2021

CARES Act grant recipients that desperately need these funds have been waiting weeks for their checks to arrive. Commissioner Cramer thanked the federal legislators for their involvement and interest and hopes to see this problem corrected as soon as possible.

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 6, 2021.

A motion was made by Commissioner Adams, seconded by Commissioner Cramer and unanimous to approve the following bills for payment, as presented, which includes Checks No. 116260 through 116305. 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
97277 EFT	W C HEALTH BENEFIT FUND	WEEKLY HEALTH TRANSFER	\$ 100,000.00
116260	UNITED PARCEL SERVICE	F14E87 DUE 12/2 REPLACED CHEC	\$ 23.94
116261	AMERICAN POLICE CANINE ASSOCIATION	RONALD KOMINSKI 2021 DUES	\$ 50.00
116262	BIMBO BAKERIES USA INC	6900806999999 DUE 12/19	\$ 95.80
116263	COMMERCIAL INDUSTRIAL LAUNDRY SERVICE INC	0005659 DTD 12/30	\$ 28.86
116264	COUNTY WASTE OF PA, LLC	10-0057562 0 DUE 1/10 JAN SERV	\$ 28.00
116265	DAVID L DECKER	JOSE R 12/9	\$ 43.55
116266	DIRLAM BROS LUMBER CO INC	WAY120	\$ 69.82
116267	FIRMSTONE OIL CO INC	241901 DELIVERED 12/16	\$ 535.71
116268	GALLS, LLC	4826033 DUE 1/15	\$ 48.18
116269	PHILIP C GUTHERZ	DECEMBER SERVICES	\$ 3,500.00
116270	HAWLEY BOROUGH	DJ CARNEY JANUARY RENT	\$ 1,100.00
116271	HEMLOCK GROVE CHURCH	SR CENTER JANUARY RENT	\$ 120.00
116272	HONESDALE AGWAY	700557 DTD 12/31	\$ 6.57
116273	HUDAK O'SHEA	VA BURIAL CONTRIBUTION EDWARD	\$ 100.00
116274	JOHN BONHAM ROAD EQ & SUPPLIES, INC	230084 BLADE GUIDES MAINT TRUC	\$ 16.00
116275	PATRICK A KANE	MENTAL HEALTH REVIEW APRIL-DEC	\$ 2,700.00
116276	KATHRYN A KARAM, ATTORNEY AT LAW	CM FOR DECEMBER	\$ 950.00
116277	WENDELL R KAY	DECEMBER SERVICES	\$ 3,750.00
116278	JOSEPH P KELLAM	WC PROBATION ACCOUNT	\$ 128.00
116279	PRE-PAID LEGAL SERVICES INC	0047980 DEC	\$ 319.55
116280	MANDER FIRE & SAFETY INC	ANUAL INSPECTIONS	\$ 1,586.00
116281	MARLENE McMULLEN	VA BURIAL CONTRIBUTION ALICE B	\$ 100.00
116282	NAPWDA	RONALD A KOMINSKI 2021 DUES	\$ 50.00
116283	FRANCIS L MARGARET M O'NEILL	DJ EDWARDS JANUARY RENT	\$ 1,200.00
116284	PA CHIEFS OF POLICE ASSOCIATIONS	WC DETECTIVES 2021 DUES	\$ 150.00
116285	SONIA PALOY	VA BURIAL CONTRIBUTION MICHAEL	\$ 100.00
116286	PENNSYLVANIA PAPER & SUPPLY CO	3711 DTD 12/23	\$ 1,899.38
116287	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	0012096167 DUE 1/19	\$ 895.38
116288	PPL ELECTRIC UTILITIES	7373123013 DUE 1/21	\$ 6,812.87
116289	CATHERINE JANE RICKARD	DEC MILEAGE	\$ 121.00
116290	PATRICK ROBINSON	DEC SERVICES	\$ 7,500.00
116291	SHELLEY ROBINSON	DEC MILEAGE	\$ 10.00
116292	STAPLES ADVANTAGE	B03510 DUE 1/11	\$ 2,673.62
116293	STARR UNIFORM CENTER	KREMPASKY	\$ 111.88
116294	BRANDON STRADA	MILEAGE 11/5-12/7	\$ 72.50
116295	TEETER'S FUNERAL CHAPEL	VA CONTRIBUTION ALLAN POWERS	\$ 200.00
116296	THOMSON REUTERS-WEST PUBLISHING CORP	1000625178 DUE 1/31	\$ 1,520.35
116297	GATEHOUSE MEDIA PENNSYLVANIA HOLDINGS, INC	00016877 PRISON BOARD MONTHLY	\$ 30.80
116298	ULINE	4415091 DTD 12/11	\$ 643.96
116299	ISABEL M WAPLINGER	DOS 12/3	\$ 466.75
116300	WEINSTEIN & ZIMMERMN & OHLIGER, ATTYS AT LAW	CM 2019-0156	\$ 150.00
116301	WEX INC	0496006524912 DUE 1/22	\$ 1,076.72
116302	WINDSTREAM HOLDING INC	205411269 DUE 1/10	\$ 4,422.72
116303	SUZANNE WORMUTH	2020 EXPENSES	\$ 82.50
116304	KATHY YOUNG	2020 EXPENSES	\$ 34.51
116305	EXPERT PAY	CHILD SUPORT 12/31	\$ 560.31
TOTAL			\$ 146,085.23

HSA WEEKLY VOUCHER REPORT FROM 1/7/21 TO 1/7/21

VOUCH	VENDOR	AMOUNT	DESCRIPTION
1211	MA client T.B.	\$75.00	MA client travel - Dec 2020
1212	MA client B.G.	\$98.00	MA client travel - Nov 2020

January 7, 2021

1213	MA client K.M.	\$31.50	MA client travel - Dec 2020
1214	MA client F.S.	\$180.00	MA client travel - Dec 2020
1215	MA client A.S.	\$330.00	MA client travel - Nov 2020
1216	ADVOCACY ALLIANCE	\$300.00	Guardianship fees, cons R.F. - Oct, Nov & Dec 2020
1217	BLUE RIDGE COMMUNICATIONS - HAWLEY	\$327.01	Digital phone svc, cable TV & internet, Hawley & ADC
1218	BLUE RIDGE COMMUNICATIONS - HONES.	\$178.67	Cable TV, Honesdale, 12/22/20 - 1/21/21
1219	CASE TIRE SERVICE INC.	\$4,925.27	Tire services & maintenance - 11/26/20 - 12/25/20
1220	PA DEPT OF LABOR & INDUSTRY	\$68.17	Certificate of Boiler/Pressure Vessel Operation, Hawley
1221	COUNTY WASTE OF PA LLC	\$52.00	Monthly trash & recycling, 12th St. Riverview - Jan 2021
1222	DISA GLOBAL SOLUTIONS INC	\$134.00	DOT physicals & screenings - 2 Trans drivers
1223	DEAN FOWLER SERVICE STATION INC	\$136.00	40 gals kerosene 12/23/20 to cons B.C. via Gift of Warmth
1224	FRITZ BROS INC.	\$528.52	Maint. supplies - Aging bldg & Hawley center - Oct & Nov
1225	RICHARD B. HENRY & ASSOCS	\$127.50	Solicitor services Dec 2020 for PS cons M.D.
1226	JBS INC.	\$152.50	Mo copier maint, Back Ofc, - Jan 2020 + MFP suppt
1227	SHARYL KREITER	\$38.81	Uniform pants - Dec 2020
1228	THOMAS V. MURRAY	\$450.00	Vehicle cleaning services - Dec 20 & 26
1229	NORTHEAST LASER TONER & COPIER SVC	\$109.90	Toner - Hamlin Heights svc office
1230	OFFICE DEPOT	\$462.79	Ofc supplies - AAA, Livery, Fiscal, Cong, etc.
1231	OLIVER PACKAGING & EQUIPMENT CO	\$3,973.01	Ribbon for printer & trays w/film, 12/28/20
1232	PENNSYLVANIA PAPER & SUPPLY	\$1,271.48	Non-food kitchen supplies - Dec 2020 incl COVID
1233	JOANNE M. PESOTA	\$315.00	Nutritionist consulting fees Dec 2020
1234	PITNEY-BOWES PURCHASE POWER	\$1,008.50	Aging postage meter refill - Dec 15, 2020
1235	POCONO PEST	\$103.00	Pest control for Dec - Hnsdl & Hwly, mo 8 & ADC, mo 4
1236	QUALITY PRINTING AND DESIGN, INC.	\$649.00	Employment & Genl Svcs ads on Scarfalloto's placemats
1237	REINHART FOOD SVC-EASTERN DIV	\$5,787.89	Monthly food service bills - Dec 2020
1238	SYSCO FOOD SVCS OF CENTRAL PA	\$8,934.81	Monthly food service bills - Dec 2020
1239	TRI-COUNTY INDEPENDENT - D&A	\$83.20	52 wk subscription, renewal for D&A, exp 12/31/21
1240	VERIZON WIRELESS - 2	\$782.44	Monthly tablet line access bill - 11/24/20 - 12/23/20
1241	WAYNE & CLAUDIA HENRICK	\$42.00	Volunteer travel, HDM - Dec 2020
1242	ERNIE SEAGRAVES	\$175.00	Volunteer travel, HDM - Dec 2020
1243	PEGGY SIEPIELA	\$43.50	Volunteer travel, HDM - Dec 2020
1244	GORDON & LINDA WELLS	\$105.00	Volunteer travel, HDM - Dec 2020
1245	MARIE ALEXANDER	\$90.00	Staff travel, Nov & Dec 2020
1246	APRIL CLARK	\$23.50	Staff travel - Nov & Dec 2020
		\$32,092.97	

911

11118	CDW LLC	3440668 DUE 1/27	\$	691.20
11119	CHRIS MURRAY	WC 911 ACCOUNT	\$	417.50

Health Account

97256 EFT HIGHMARK BLUE SHIELD 1165121002 CLAIMS THRU 1/1 \$64,966.55

Children and Youth 06

2055	106 PORTAGE LANE LLC	DECEMBER RENT FOR S. DOUGLAS	\$	1,400.00
2056	MEAGHAN GAVIN	TRAVEL EXPENSE DECEMBER 2020	\$	21.00
2057	MICHAEL B WALSH	COUNSELING DECEMBER 2020	\$	30,266.85
2058	SHANNON GUINARD	TRAVEL EXPENSE NOVEMBER 2020	\$	65.33
2059	CH	STIPEND-GRADES 1ST SEMESTER 3.	\$	800.00
2060	CHRISTOPHER HENRY & BARBARA MCAULEY	FC NOVEMBER 2020	\$	52.00
2061	JAY'S BUSINESS SYSTEMS, INC	INV# 67729 COPIER OVERAGE DECE	\$	29.34
2062	KIDSPACE CORPORATION	INV# MW311360 CLOTHING ALLOWAN	\$	568.50
2063	MATTHEW & ANNETTE MANDEVILLE	FC DECEMBER 2020	\$	1,724.00
2064	JESSICA MITSCHLE	FC DECEMBER 2020	\$	189.00
2065	JUDITH T MUNOZ	EVALUATION-12/14/20 S.F.	\$	850.00
2066	VINCENT & PAMELA PAJALICH	FC MILEAGE OCTOBER 2020	\$	1,593.35
2067	QUANTUM LABS	WATER TESTING FOSTER FAMILIES	\$	150.00
2068	HR	STIPEND-SAVINGS MATCH	\$	500.00
2069	MEGAN & SEAN REAGER	FC DECEMBER 2020	\$	270.00
2070	CHRISTINE RECHNER	SOLICITOR SVCS. DECEMBER 2020	\$	4,071.50
2071	ANN ROBERTS & THOMAS HUMZA	FC NOVEMBER 2020	\$	1,820.54
2072	DONNA SWEENEY	FC DECEMBER 2020	\$	877.00
2073	ERICKA THAXTON	TRAVEL EXPENSE DECEMBER 2020	\$	110.26
2074	WAYNE MEMORIAL HOSPITAL INC	ROOM/BOARD STAY 5/16/20-5/18/2	\$	1,300.00
	Total		\$	<u>46,658.67</u>

BDPEI

1144	CARE FOR PEOPLE PLUS, INC.	DECEMBER H&C SERVICES	\$	161.60
1145	MARY J CARDINAL	JULY/AUG/SEP/OCT SPECIAL INSTR	\$	576.60
1146	CHILDREN'S SERVICE CENTER OF WYOM. VALLEY INC	NOVEMBER CRISIS INTERVENTION S	\$	12,317.85
1147	HUMAN RESOURCE CENTER INC	NOV VTC TRANSPORTATION SERVICE	\$	2,100.81
1148	JAY'S BUSINESS SYSTEMS INC	WC02 DUE 1/15	\$	136.88
1149	KAREN L KANE	DECEMBER PT SERVICES	\$	785.04
1150	PPL ELECTRIC UTILITIES	5591114050 DUE 1/15	\$	281.73
1151	STAPLES INC	5304504 DUE 12/20	\$	267.60
1152	UGI PENN NATURAL GAS	411007712150 DUE 1/18	\$	386.58

January 7, 2021

1153	WAYNE COUNTY COMMISSIONERS	PAYROLL REIMBURSEMENT 12-31	\$ 68,116.32
Total			<u>\$ 85,131.01</u>

Liquid Fuels

926	VOIDED		
927	SHANE ANDREW SULLIVAN	SNOW REMOVAL ON BRIDGES DEC	\$ 630.00

Records Improvement

179	GRANDJEAN & BRAVERMAN INC	WARRANT DESKTOP APPLICATION	\$17,000.00
-----	---------------------------	-----------------------------	-------------

Ag Easement

109	JOHN PAWLOSKI	1ST EASEMENT PAYMENT	\$ 18,236.43
-----	---------------	----------------------	--------------

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

Andrew M. Seder, Chief Clerk