

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 22<sup>nd</sup> 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.

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.

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

May 4, 2023

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 GILIA 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

**HSA WEEKLY VOUCHER REPORT FOR 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

May 4, 2023

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
		<b>Total</b>	<b>\$23,778.40</b>

**911**

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**

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.

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Andrew M. Seder, Chief Clerk