

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 Jocelyn Cramer present. Commissioner James Shook was not present.

The Commissioners were presented with copies of minutes from the meeting held August 31, 2023. A motion was made by Commissioner Smith, seconded by Commissioner Cramer to approve the minutes for August 31, 2023. Motion carried.

Agenda

Scheduled to meet with the Commissioners: Aging Administrator Mary Ursich, Senior Center Services Director Pat Perkins, and Aging Case Aide Suzanne Putzi for a National Senior Center Month Proclamation

Items to be considered: Employee anniversary recognition; Proclamation - National Senior Center Month; Certification form regarding the Opioid Settlement funds; Drug and Alcohol Services Certification Statement; Salary Board meeting; Payment of bills.

Correspondence and Communications

Received the August 2023 Wayne County 2-1-1 report showing the contact volume from Wayne County residents having an overwhelming focus on housing and utilities.

Received a copy of the August 2023 monthly report from Sheriff Chris Rosler.

Received an Order from the Court of Common Pleas of the 22nd Judicial District ordering 225 names be drawn from the jury list and those summoned to meet on September 11, 2023, at 9:00 a.m., to serve as petit jurors.

Received a letter of resignation from Corrections Officer Lloyd Shaffer, effective September 21, 2023. A motion was made by Commissioner Cramer, seconded by Commissioner Smith to accept this letter. Motion carried.

Public Comment

There was no public comment.

New Business

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

Pamela Wilson	Human Services Agency	1 year
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Human Services Agency Administrator Michelle Valinski was on hand to introduce HSA Deputy Administrator Pamela Wilson for her 1-year anniversary with Wayne County. Ms. Valinski said Ms. Wilson oversees the Housing, Dietary and Transportation departments. She has been a tremendous help, a key member of the team, and a very quick learner. She hit the ground running and she is doing a fantastic job.

Commissioner Smith told Ms. Wilson she is intelligent, articulate, and takes a very common sense approach. He hopes she is here a long time. Commissioner Cramer said she was very excited when she heard Ms. Wilson would be hired as the Deputy Administrator. She has fit in quite well and hopes she is part of the team for years to come. Ms. Wilson thanked the Commissioners for the kind words and said she could not believe it has already been a year. She said she is very thankful for the people she works with. She loved every second of her first year and offered praise of Ms. Valinski and called her a great boss.

September 7, 2023

Aging Administrator Mary Ursich, Senior Center Services Director Pat Perkins, and Aging Case Aide Suzanne Putzi were on hand for a National Senior Center Month Proclamation. Mary Ursich said they were here to celebrate the work being done at our senior centers in Hawley, Honesdale, Hamlin, and the satellite center in northern Wayne. She praised the staff that work so hard and keep the centers running. Pat Perkins said the picnics held this year were well attended, the programs being offered at the center are well received and she is glad so many seniors are enjoying the senior centers.

Commissioner Smith said we need to continually educate seniors about the many things we have in Wayne County and praised the staff and the programs offered. Commissioner Cramer said the senior center staff does an awesome job. The variety of programs are wonderful and they are so important not only to seniors, but their families as well. A motion was made by Commissioner Smith, seconded by Commissioner Cramer to adopt the National Senior Center Month Proclamation in Wayne County. Motion carried.

A motion was made by Commissioner Cramer, seconded by Commissioner Smith to approve a certification form certifying that Wayne County will use the Opioid Settlement funds in a manner consistent with the abatement uses described in Exhibit E of the Settlement Agreement and all other terms of the settlement and authorizing CFO Vicky Botjer to sign the form. Motion carried.

A motion was made by Commissioner Cramer, seconded by Commissioner Smith to approve the Drug and Alcohol Services certification statement for the FY 22-23 YTD report showing \$961,439 in total expenditures. Motion carried.

A motion was made by Commissioner Cramer, seconded by Commissioner Smith to hire Makayla Croney as a part-time Corrections Officer at the Wayne County Correctional Facility, effective September 11, 2023. Motion carried.

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 Smith, seconded by Commissioner Cramer to promote Daphanie Ellis from a part-time Van Driver to a full-time Driver in Wayne County Transportation, effective September 11, 2023. Motion carried.

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 Smith to promote Alison Balla to the position of Chief Deputy of the Clerk of Courts Division in the Prothonotary/Clerk of Courts Office, effective September 18, 2023. Motion carried.

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 Smith to promote Kristy Batzel to the position of Clerk III in the Prothonotary/Clerk of Courts Office, effective September 18, 2023. Motion carried.

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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 September 6, 2023.

A motion was made by Commissioner Cramer, seconded by Commissioner Smith to approve the following bills for payment, as presented, which includes Checks No. 127423 through 127482. Also included in the motion to approve were checks from the Human Services Agency and from Behavioral and Developmental Programs/Early Intervention. Motion carried.

Check	Vendor	Description	Amount
98076 EFT	PPL ELECTRIC UTILITIES	73931-23028 DUE 9/18/23	\$ 108.50
98249 EFT	W C HEALTH BENEFIT FUND	WEEKLY HEALTH TRANSFER	\$ 125,000.00
98250 EFT	WAYNE COUNTY GENERAL FUND	PR TRANSFER FOR PR 9/8/2023	\$ 751,898.89
98251 EFT	EXPERT PAY	CHILD SUPPORT 9/8/2023	\$ 820.24
127423	AQUA PENNSYLVANIA INC	001524130 1085615 DUE 9/18/202	\$ 272.83
127424	GOV. REVENUE SOLUTIONS HOLDINGS I, LLC	C100709 DUE 9/22/2023	\$ 500.00
127425	BIMBO BAKERIES USA INC	69-00806-9999-99 DUE 8/26/2023	\$ 174.39
127426	BIO-HAZ SOLUTIONS INC	131156 DTD 8/8/2023	\$ 38.00
127427	BLUE RIBBON FARM DAIRY INC	0-1232 DTD 8/29/2023	\$ 457.82
127428	BLUE RIDGE CABLE TECHNOLOGIES INC	0367472-01 DUE 9/6/2023	\$ 59.06
127429	CENTRAL WAYNE REGIONAL AUTHORITY	001597.00 DUE 9/29/2023	\$ 1,325.00
127430	DAVID M CLARK, PC	A FIORA ID 132964 DOS 8/8/23	\$ 223.00
127431	COLONIAL LIFE	E4230983 DUE 9/10/2023	\$ 14,173.54
127432	DATOM PRODUCTS INC	ASBESTOS ABATEMENT DTD 8/22/20	\$ 1,500.00
127433	FLEDERBACH FOODS INC	CODE 173 AUGUST 2023 STATEMENT	\$ 193.47
127434	DIRLAM BROS LUMBER CO INC	WAY280 DTD 8/22/23	\$ 18.75
127435	METROPOLITAN FOODS, INC	WAYNDV DTD 8/28/23	\$ 1,329.96
127436	ESTEMERWALT LUMBER PRODUCTS LLC	WC COMMISSIONERS ACCT PARK ST	\$ 785.40
127437	FARLEY & WEED, LLC	JULY 2023 WC SUPPORT HEARINGS	\$ 746.00
127438	FEDERAL EXPRESS CORP	6296-6368-1 DUE 9/6/2023	\$ 72.73
127439	HEALTH NETWORK LABORATORIES, LP	R S C DOS 8/2/2023	\$ 3,200.00
127440	FOUNDATION RADIOLOGY GROUP PC	M J RODRIGUEZ DOS 7/18/2023	\$ 7.44
127441	FOUNDATION RADIOLOGY GROUP PC	FRG-WM605385007 DOS 6/6/2023	\$ 84.22
127442	FROMM ELECTRIC SUPPLY CORP	231549 DTD 8/25/23	\$ 743.34
127443	GALLS PARENT HOLDINGS, LLC	4855925 DUE 9/10/2023	\$ 1,185.05
127444	GOVERNMENT SOFTWARE SERVICES INC	WC TAX - TAX SALE MAILERS DTD	\$ 612.50
127445	W.W. GRAINGER, INC.	838681526 DUE 9/21/2023	\$ 432.42
127446	PHILIP C GUTHERZ	AUGUST SERVICES	\$ 4,500.00
127447	BOROUGH OF HAWLEY	DJ CARNEY SEPTEMBER RENT	\$ 1,100.00
127448	HEMLOCK GROVE CHURCH	SR CENTER SEPTEMBER RENT	\$ 120.00
127449	HONESDALE FARM & GARDEN INC.	700557 DTD 8/30/2023	\$ 108.53
127450	INFOCON CORPORATION	WAY2703 DUE 8/31/2023	\$ 2,510.93
127451	IRIS LTD., INC	WAYSHE DTD 8/9/2023	\$ 1,339.55
127452	KATHRYN A KARAM, ATTORNEY AT LAW	APRIL 2023 SERVICES DTD 4/14/2	\$ 2,750.00
127453	WENDELL R KAY	AUGUST SERVICES	\$ 4,833.33
127454	KELG REAL ESTATE, LLC	SEPTEMBER RENT	\$ 3,000.00
127455	CARLA KOMAR	MILEAGE AUGUST 2023	\$ 119.28
127456	LOCKLINS 590 ENTERPRISES INC.	WC CORONER ACCT DTD 8/1/2023	\$ 77.01
127457	MINCER & PFAFF LLC	RE: CONFLICT COUNSEL JUNE/JULY	\$ 982.82
127458	NEP	00064862-6 DUE 9/26/23	\$ 149.52
127459	MARGARET O'NEILL	DJ DUNSINGER SEPTEMBER RENT	\$ 1,200.00
127460	PAUL'S AUTO REPAIR & TOWING	2016 FORD EXPLORER DTD 8/29/2	\$ 93.46
127461	PENNSYLVANIA PAPER & SUPPLY CO	3711 DTD 8/25/23	\$ 1,711.95
127462	PERFORMANCE FOOD GROUP INC	25970 DTD 8/28/2023	\$ 3,202.21
127463	POCONO PEST CONTROL INC	3047 DOS 7/27/2023 MO 10	\$ 593.60
127464	QUALITY PRINTING & DESIGN	2127 DTD 8/25/2023	\$ 102.20
127465	STAPLES INC	9632236 DUE 9/27/2023	\$ 293.97
127466	REEVES RENT-A-JOHN INC	WAYNECOCOM SPORTS COMPLEX DUE	\$ 336.00
127467	CATHERINE JANE RICKARD	MILEAGE AUGUST 2023	\$ 212.22
127468	PATRICK ROBINSON	AUGUST SERVICES	\$ 5,833.33
127469	ROBIN SAMPSON	MILEAGE AUGUST 2023	\$ 220.08
127470	SPENCER PRINTING INC	#10 ENVELOPES DTD 8/30/2023	\$ 1,181.50
127471	STAPLES ADVANTAGE	PHL 10088114 DUE 9/4/2023	\$ 1,895.21
127472	STAPLES ADVANTAGE	PHL 10088114 DUE 9/11/2023	\$ 837.18
127473	STARR UNIFORM CENTER	WILLIAMS DTD 8/9/2023	\$ 794.32
127474	STEEL FUSION CLINICAL TOXICOLOGY LAB. LLC	WC CORONER ACCT DUE 8/30/2023	\$ 385.00
127475	STOURBRIDGE SOLAR PROJECT LLC	AUGUST 2023 ELECTRICITY	\$ 396.80
127476	THE CAR WASH ON ROUTE 6, LLC	AUGUST 2023 STATEEMNT DUE 9/15	\$ 16.00
127477	VERIZON	570 253-2385 DUE 9/6/2023	\$ 372.01
127478	VERIZON WIRELESS	342009613-00002 DUE 9/12/23	\$ 42.09
127479	WAYNE MEMORIAL HOSPITAL	M J RODRIGUEZ DOS 8/7/2023	\$ 212.65
127480	WEX INC	XXXX110-1 DUE 9/22/23	\$ 1,470.57
127481	WITMER PUBLIC SAFETY GROUP INC	8176 DTD 8/29/23	\$ 1,854.40

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127482	THE WRIGHT CENTER MEDICAL GROUP	F PALMIERI DOS 8/9/2023	\$ 132.03
	Total		<u>\$ 950,942.30</u>

Children and Youth 06

Check	Vendor	Description	Amount
6283	AQUA PENNSYLVANIA INC	002764025 1083935 DUE 9/15/202	\$27.63
6284	SHADAU AUSTIN	FC AUGUST 2023	\$1,176.69
6285	CARDMEMBER SERVICES	AUGUST 2023 STATEMENT; LEFTOVE	\$1,443.21
6286	CENTRAL WAYNE REGIONAL AUTHORITY	000416.00 AUGUST 2023 DUE 9/29	\$108.00
6287	COUNTY OF NORTHAMPTON	JULY 2023 PLACEMENT D.R.	\$11,935.00
6288	J.C.	STIPEND-ACHIEVEMENT: FOLLOW RE	\$50.00
6289	J.C.	STIPEND-ACHIEVEMENT: KITCHEN S	\$50.00
6290	J.C.	STIPEND: ACHIEVEMENT: PHOTO ID	\$50.00
6291	J.C.	STIPEND-ACHIEVEMENT: WORKING T	\$50.00
6292	D.D.	STIPEND-ACHIEBEMENT; PASSING G	\$50.00
6293	HOTEL WAYNE, INC.	PLACEMENT 8/17/23-8/22/23 FOR	\$817.00
6294	JAY'S BUSINESS SYSTEMS, INC	WC05 CONTRACT BASE RATE AUGUST	\$36.66
6295	SERGEY & MARIA KATSMAN	FC AUGUST 2023	\$1,063.32
6296	REBECCA O'NEILL	BACKGROUND CHECK: IDENTOGO	\$25.25
6297	TREVOR PAYNE	FC AUGUST 2023	\$1,001.00
6298	PDC PHARMACY	JULY 2023 TRANSACTIONS D.B.	\$10.48
6299	QUALITY PRINTING & DESIGN	500 CYS CHILDRENS GRIEVANCE PO	\$546.53
6300	H.R.	STIPEND-EDUCATIONAL SUPPORT: H	\$126.13
6301	MELISSA RODRIGUEZ	CLIENT TRAVEL EXPENSE MAY-AUGU	\$647.50
6302	ANDREW & AMANDA TIERNAN	FC JULY 2023	\$3,121.62
6303	UGI UTILITIES INC	411012745542 1100 CHURCH ST 7/	\$31.87
6304	WALMART CREDIT CARD	AUGUST 2023 STATEMENT	\$882.28
6305	BETHANIE WILLNER & RONALD KURUS	FC AUGUST 2023	<u>\$909.00</u>
		Total	\$24,159.17

BDP/EI

Check	Vendor	Description	Amount
3782	JEAN COLES	07-08/2023 SPEC. INSTRUCT SVCS	\$ 489.28
3783	TRACY L. BAJADEK	08/2023 SPEECH THERAPY SVCS	\$ 138.80
3784	HALEY BOND	08/2023 TRAVEL REIMBURSEMENT	\$ 53.06
3785	CARE FOR PEOPLE PLUS, INC.	08/2023 H&C AND FAM AIDE SVCS	\$ 2,041.20
3786	FOREST CITY REGIONAL SCHOOL DIST	AUDITORIUM USE 09/10/23	\$ 175.00
3787	GFL HOLDCO (US) LLC	KE4602 SEP 2023 FAIR AVE	\$ 60.95
3788	KIMBERLY HANF	08/2023 TRAVEL REIMBURSEMENT	\$ 36.70
3789	COMMUNICATION SERVICES INC	04/2023 BCM JOB 532042 CANCEL	\$ 150.00
3790	JAY'S BUSINESS SYSTEMS, INC	WC02 COPIER BASE RATE 09/2023	\$ 157.88
3791	JENNIFER KOKINDA	08/2023 TRAVEL REIMBURSEMENT	\$ 75.61
3792	JENNIFER L MALAK	08/2023 PR SERVICES	\$ 138.80
3793	NANCY MUCHA	08/2023 SPEECH THERAPY SVCS	\$ 485.80
3794	TARA PERRY	08/2023 SPEC. INSTRUCTION SVCS	\$ 3,883.66
3795	PPL ELECTRIC UTILITIES	39641-25061 12 ST APT 3 DUE 9/	\$ 32.81
3796	REACHING BEYOND LIMITS BEHAVIORAL HEALTH LLC	08/2023 SPECIAL SUPPORT SVCS	\$ 220.80
3797	KAREN E RICKERT	08/2023 SPEC. INSTRUCTION SVCS	\$ 825.66
3798	SAYEGH PEDIATRIC THERAPY SERVICES, P.C.	08/2023 SPEECH THERAPY SVCS	\$ 555.20
3799	UGI UTILITIES INC	411004459722 1808 FAIR AVE DUE	\$ 232.47
3800	WAYNE MEMORIAL HOSPITAL	FY22-23 CONSTABLE TRANSPORTATI	\$ 22,591.76
3801	WAYNE COUNTY COMMISSIONERS	PAYROLL 8/25/23 BDPEI	<u>\$ 74,954.60</u>
	Total		<u>\$ 107,300.04</u>

911

98080 EFT	PPL ELECTRIC UTILITIES	93427-06002 DUE 9/11/2023	\$ 117.92
98081	AT & T	030 348 9379 001 DUE 9/17/23	\$ 207.36
98082	PENELEC	100 076 689 239 DUE 9/8/2023	\$ 275.30
98083	STAPLES ADVANTAGE	PHL 10088114 DUE 9/18/2023	\$ 31.90
98084	STAPLES ADVANTAGE	PHL 10088114 DUE 9/11/2023	\$ 770.46

Health Account

98081 EFT	BROKERAGE CONCEPTS LLC	HIGHMARK CLAIMS 8/30-9/5/2023	\$ 123,122.61
114824	DAVID HARRISON	AUGUST CONSULTING FEE DUE 10/1	\$ 5,226.00

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98285	TIME AWAY RENTALS LLC	HE BRE RENT AUGUST 2023	\$ 1,155.00
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Commissioner Cramer spoke about the ongoing broadband projects. She said that the state Broadband Authority is in the challenge part of the process currently. She is hopeful that the Wayne County broadband landscape is dramatically improved thanks to all of the funding available and the interest from multiple providers.

A motion was made by Commissioner Smith, seconded by Commissioner Cramer to adjourn. Motion carried.

Andrew M. Seder, Chief Clerk