



MONROE COUNTY BOARD OF COMMISSIONERS' MEETING
October 19, 2022

The regular meeting of the Monroe County Board of Commissioners was held on Wednesday, October 19, 2022, in the Commissioners' Public Meeting Room at the Monroe County Administrative Center with the following present: Chairman Sharon S. Laverdure, Vice-Chairman John R. Moyer, Commissioner John D. Christy, County Solicitor John Dunn, Chief Clerk/Administrator Greg Christine, and Administrative Secretary Cindy King.

Chairman Laverdure opened the meeting at 9:32 a.m. with a moment of silence and the pledge of allegiance to the flag.

Chairman Laverdure recessed the regular meeting at 9:33 a.m. and opened an Assessment Board meeting for corrections to the duplicate.

M-2022-227 Motion by Vice-Chairman Moyer, seconded by Commissioner Christy and carried to approve the correction to the duplicate as follow, as requested by Cindy Treible, Chief Assessor:

Additions - \$2,060
Subtractions - \$3,818,490

Chairman Laverdure closed the Assessment Board meeting at 9:34 a.m. and continued with the regular meeting.

There was no public comment on agenda items.

M-2022-228 Motion by Vice-Chairman Moyer, seconded by Commissioner Christy and carried to approve the minutes of the October 5, 2022 Commissioners' Meeting, as presented.

M-2022-229 Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to amend Motion M-2022-82 (Capital Purchase Report) from the April 6, 2022, Commissioners' Meeting to reflect a change in the purchase price for a Kubota Zero Turn Mower for the jail from \$15,711.10 to \$16,351.70.

M-2022-230 Motion by Vice-Chairman Moyer, seconded by Commissioner Christy and carried to adopt the certificate of special recognition to recognize Jacob Possinger achieving the Eagle Scout Rank.

M-2022-231 Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to approve the actions listed below:

- a) Personnel Agenda:

NAME:	DEPARTMENT:	POSITION:	DATE:	REASON:
NEW HIRES:				
Shay-Simone Nation	C&Y	33 Casw I	10/17/22	New Hire/Replacement
Jennifer Decker	Dom Rel	12 Acct Tech Sr	10/24/22	Rehire/Replacement
Angelica Millroy	Proth	8 Records Technician	10/31/22	New Hire/Replacement
Rachael Lindeblad	Vic Wit	14 Juv Justice Adv	10/24/22	New Hire/Replacement
SEPARATIONS:				
Candace Cocuzzo	MDJ 43-3-04	8 Technician Sr	11/10/22	Retiring
Shatorah Wilson	Fiscal	8 Office Asst Sr	10/13/22	Resigned
Angelo Galletta	Jail	CO	10/12/22	Resigned
Daniel Van Horn	Jail	14 Bldg Maint Tech	10/12/22	Resigned
Jerry Salcedo	Jail	CO	10/9/22	Resigned
CHANGES:				
Merle Turitz	Aging	21 Admin Officer II	10/10/22	Probation Complete
Tatiana Chaplar	Aging	21 Outreach Supervisor	11/22-01/01/23	LOA
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Deborah Storman	Assmt	20 Dep Chief Assr	9/28-10/2/22	LOA
Elizabeth Arzola-Plaza	C&Y	33 Fiscal Technician	09/10-03/9/23	Intermittent LOA
Adrianna Stares	C&Y	35 Casw 2	12/23-2/01/23	LOA
Adrianna Stares	C&Y	35 Casw 2	11/1-12/22/22	LOA
Monique Lawson-Henry	C&Y	35 Casw 2	9/23-3/22/23	Intermittent LOA
Susan Hardy	Controller	16 Auditor/Accts Pay	9/18-10/21/22	LOA
Carol Doss	DA	12 Legal Secretary	11/29-3/6/23	LOA
Carol Doss	DA	12 Legal Secretary	9/6-11/28/22	LOA
Cassandra Semente	Dom Rela	14 Confence Officer	10/4-10/7/22	LOA
Christina Rosario	Emer Serv	19 Emeg Prep Planner	8/13/22	Probation Complete
Timothy Knapp	Emer Serv	21 Deputy Director	10/3/22	Probation Complete
Charlie Silverio	Jail	CO	10/12-11/15/22	Extend Modified Duty
Charlie Silverio	Jail	CO	10/17/22	1st Shift Assignment
Jessica Irizarry	Jail	CO	10/17/22	1st Shift Assignment
Nestor Garcia	Jail	CO	10/17/22	1st Shift Assignment
Shakiema Smith	Jail	CO	10/17/22	1st Shift Assignment
Devon Riley	Jail	CO	10/14/22	2nd Shift Assignment
Jalen Scott	Jail	CO	10/14/22	2nd Shift Assignment
Sheba Stewart	Jail	CO	10/14/22	2nd Shift Assignment
Steven Geist	Jail	CO	9/28-10/1/22	LOA
Tatyana Weeks	Jail	CO	10/2-10/4/22	LOA
Tatyana Weeks	Jail	CO	10/5-10/12/22	Modified Duty
Zella Stewart	Jail	CO	10/11/22	Probation Complete
Morgan Martinez	Maint	3 Custodian	10/17/22	Probation Complete
Alyssa Burke	MDJ 43-2-01	7 Tech	10/10/22	Probation Complete
Ana Saavedra	PD	10 Appl Intake Analyst	10/20-10/31/22	LOA
Justine Groves	Prob - Adult	20 Prob Officer Sr	11/2-1/24/23	LOA
Aron Goscillo	Sheriff	8 Cths Sec Offr/Bailiff	1/31/22	Shift Assignment
William Streppone	Sheriff	8 Cths Sec Offr/Bailiff	5/30/22	Shift Assignment
Phyllis Curtis	Sheriff	10 Real Estate Clk Sr	9/6-9/9/22	LOA
Marijana Mihalopoulos	Tax Claim	9 Acct Tech/Floater	10/10/22	Probation Complete

- b) Approve/Ratify Requests to work additional hours:
- i) Sheriff's Office Overtime Report for the period ending 10/9/22:
- (1) Deputies – 51.00 hours
 - (2) Security – 13.00 hours
 - (3) Clerks – 7.75 hours

M-2022-232 Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to approve the actions listed below:

- a) Vouchers Payable:

- i) \$2,396,772.49 for the week ending 10/7/22
- ii) \$2,601,821.56 for the week ending 10/14/22
- b) Gross Payroll:
 - i) \$1,234,067.14 for the period ending 10/9/22
- c) Healthcare Benefits Payments:
 - i) Highmark Blue Cross/Blue Shield:
 - (1) \$54,099.31 on 10/4/22
 - (2) \$55,932.45 on 10/11/22
 - ii) Geisinger:
 - (1) \$58,083.83 on 10/4/22
 - (2) \$90,921.36 on 10/11/22
 - (3) \$4,057.75 on 10/14/22
 - iii) Dental Claims:
 - (1) \$7,220.53 on 9/30/22
 - (2) \$4,008.36 on 10/7/22
 - (3) \$5,211.01 on 10/14/22
 - iv) Flexible Spending Account:
 - (1) \$21.44 on 10/11/22
 - v) ConnectYourCare:
 - (1) \$869.08 on 9/30/22
 - (2) \$759.73 on 10/7/22
 - (3) \$183.75 on 10/14/22
 - (4) \$907.56 on 10/14/22

M-2022-233 Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to approve/ratify the attached Travel Request Report for the Conservation District, Juvenile Probation and Grants.

M-2022-234 Motion by Vice-Chairman Moyer, seconded by Commissioner Christy and carried to approve the actions listed below, as requested by Children and Youth Services:

- a) Execute the following Professional Services Contracts for the period of 7/1/22 through 6/30/23:
 - i) Northern Tier Research – \$130,000.00 (Subject to proof of insurance)
 - ii) Cornell Abraxas Group, LLC - \$850,000.00
- b) Execute a Purchase of Service Agreement with George Junior Republic in PA for a maximum contract amount of \$725,000.00, for the period of 7/1/22 through 6/30/23

M-2022-235 Motion by Vice-Chairman Moyer, seconded by Commissioner Christy and carried to approve the actions listed below:

- a) Ratify the Budget Adjustment Report dated 10/7/22 totaling \$18,010.00
- b) Approve the Budget Adjustment Report dated 10/13/22 totaling \$123,551.00
- c) Ratify authorization for the Chief Clerk to advertise a Notice to Bidders for goods and services to the County for 2023
- d) Approve the PA Homeless Management Information System Policies and Standards Operating Procedures
- e) Execute, on behalf of the Monroe County Control Center, the PEMA 911 Statewide Interconnectivity Funding Grant Agreement in the amount \$548,681.00 for migration support efforts for NexGen 911
- f) Ratify execution of a Professional Services Agreement with ARRO Consulting, Inc. to perform a study and make recommendation for upgrades to the water system and sewage treatment plant at the correctional facility and Pleasant Valley Manor
- g) Approve the first amendment to the Community Development Block Grant CV contract to extend the grant period to 4/30/23 and further authorize the Finance Director to electronically sign the grant amendment
- h) Add the following vendors to the County List of Approved Vendors:
 - i) OEM:
 - (1) Richard Witten
 - (2) Timothy Knapp

M-2022-236 Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to approve submission of a Gun Violence & Prosecution Grant with the PA Commission on Crime and Delinquency, as requested by the District Attorney's Office.

M-2022-237 Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to ratify/approve the Capital Purchases Reports, as follows:

a) Ratify the Capital Purchases Report dated October 7, 2022

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
APPROVED CAPITAL:						
TOTAL APPROVED CAPITAL						\$ -
REQUESTS WITH TRANSFER: (see Budget Adjustment Report)						
District Attorney	101.4194.6490.0000	Investigations	1	9mm Automatic Handgun	Dunkelburger's - lowest quote	437.80
TOTAL REQUESTS W/TRANSFER						\$ 437.80
GRANT FUNDED & OTHER:						
TOTAL GRANT FUNDED & OTHER						\$ -
TOTAL CAPITAL REQUESTS						\$ 437.80

b) Capital Purchases Report dated October 13, 2022

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
APPROVED CAPITAL:						
Emergency Management	101.4291.9575.0000	Capital Expenditure	1	Logo placed on mass casualty trailer	Red Diamond - Sole Source	2,336.00
Emergency Management	101.4291.9575.0000	Capital Expenditure	1	Logo placed on hazmat trailer	Red Diamond - Sole Source	2,336.00
TOTAL APPROVED CAPITAL						\$ 4,672.00
REQUESTS WITH TRANSFER: (see Budget Adjustment Report)						
Sheriff	101.4197.9575.0000	Capital Expenditure	2	Big and Tall Executive Chairs	Quill - Lowest Quote	730.48
TOTAL REQUESTS W/TRANSFER						\$ 730.48
GRANT FUNDED & OTHER:						
TOTAL GRANT FUNDED & OTHER						\$ -
TOTAL CAPITAL REQUESTS						\$ 5,402.48

Vice-Chairman Laverdure thanked Donald Kubik, Correctional Officer for attending the Prison Board Meeting.

Chairman Laverdure asked if there was any public comment.

Donald Kubik, Correctional Officer was present to follow-up with the Commissioners with issues at the Correctional Facility.

Courtney resident of Stroudsburg questioned the county’s website security. Commissioner Christy stated that the County Commissioners Association of Pennsylvania manages the county’s website and we are currently revamping the county’s website.

Chairman Laverdure adjourned the meeting at 10:12 a.m.

Greg Christine, Chief Clerk/Administrator

M-2022-227 thru M-2022-237

TRAVEL REQUEST REPORT

Travel ID	Travel Date(s)	Traveler(s)	Destination	Purpose of Travel	Est. Costs
CONSERVATION DISTRICT					
2022-0199	10/31/2022 -- 11/04/2022	David Hooker	Grantville, PA	Introduction to Conservation Planning is a course for employees interested in writing conservation plans and becoming NRCs Certified Conservation Planners.	\$0.00
GRANTS/HUMAN SERVICES					
2022-0193	10/25/2022 -- 10/26/2022	Strauch, Jennifer	Lancaster PA	POC Toolbox Training, Grant Opportunity	\$125.00
2022-0156	10/19/8022 -- 10/20/2022	Strauch, Jennifer	Harrisburg, PA	Community Action Association of PA (CAAP) Conference	\$634.74
JUVENILE PROBATION					
2022-0200	11/02/2022 -- 11/04/2022	Strouse, Alfred	Hilton Harrisburg	To attend the 2022 James E. Anderson Pennsylvania Conference on Juvenile Justice	\$18.00