



MONROE COUNTY BOARD OF COMMISSIONERS  
AGENDA  
December 4, 2024

Open meeting

Moment of Silence and Pledge of Allegiance

Public Comment – Agenda Items Only

Jennifer Mercereau- Penn State Cooperative Extension- Update

Michelle Brummer, Gannett Flemming, Inc. - Adaptive Reuse Study Presentation

**OLD BUSINESS**

Approve the minutes of the 11/20/2024 Commissioners' Meeting

Approve the minutes of the 11/27/2024 Commissioners Meeting

Amend motion 2024-145 dated 05/01/2024 reflecting revised Title IV-E 2023/2024 reimbursement reports: 1<sup>st</sup> Quarter \$313.46, 2<sup>nd</sup> Quarter \$363.01

Amend motion 2024-264 dated 08/21/2024 reflecting revised reimbursement report for 3rd Quarter \$423.03

**PROCLAMATIONS AND CERTIFICATES**

Logan Joel Decker- Eagle Scout

**NEW BUSINESS**

**1) Personnel:**

- a) Agenda:
- b) Approve/Ratify Requests to work additional hours:
  - i) Sheriff's Office Overtime Report for the period ending 11/17/2024
    - (1) Deputies –50.25 hours
    - (2) Security – 110.50hours
    - (3) Clerks – 10.25 hours

**2) Electronic Financial Transactions (Ratify):**

- a) Vouchers Payable:
  - i) \$1,731,371.42 dated 11/22/2024
- b) Gross Payroll:
  - i) \$1,444,769.06 for pay period ending 11/17/2024
- c) Healthcare Benefits Payments:
  - i) Highmark Blue Cross/Blue Shield:
    - (1) \$110,325.69 dated 11/20/2024
  - ii) Dental Claims:
    - (1) \$8,475.84 dated 11/22/2024
    - (2) \$3,109.77 dated 12/02/2024
    - (3) \$1,052.65 dated 12/02/2022
  - iii) Flexible Spending Account:
    - (1) \$151.25 dated 11/12/2024
    - (2) \$238.00 dated 11/22/2024
    - (3) \$1,111.82 dated 11/29/2024

**3) Travel Authorizations (Approve/Ratify):**

- a) Approve/Ratify the Travel Request Report – Conservation District and Planning Commission

**4) Children and Youth Services:**

- a) Approve the following Purchase of Service Agreements for the Period 7/01/2024-6/30/2025 with:
  - i) Northampton County Youth Detention Center totaling \$880,000.00 including a 3-bed hold beginning 12/01/2024 (Secure Detention Male and Female)
  - ii) Pinebrook Family Answers totaling \$30,000.00 (Intensive Medical Foster Care)
  - iii) Pentz Run Youth Services, Inc., totaling \$145,000.00 (Emergency Shelter, Group Home and Transitional Living Services)
  - iv) Approve the submission of the 2023-2024 4<sup>th</sup> quarter Title IV-E Juvenile Probation Claim report for federal reimbursement of administrative costs in the amount of \$98.58

**5) Commissioners' Office:**

- a) Ratify the Budget Adjustment Report dated 12/02/2024 totaling \$50.00
- b) Approve the Budget Adjustment Report dated 11/27/2024 totaling \$160,929.00
- c) Ratify change order #EC-012 with Wind Gap Electric, Inc. totaling \$21,550.66 Removal of existing data and low voltage in the rewiring of old street lighting and controls into new system
- d) Approve the 2025 Tax Bill dates for county/township, Interim run B, School bills and Interim Run A (2026) as listed on attachment dated 11/21/2024
- e) Authorize the Chief Clerk to advertise for the following:
  - i) 2025 Meeting Schedule
  - ii) LERTA Proposal for Stroudsburg Borough
  - iii) Paving of Parking Lot by Monroe County Parking Deck Entrance/Exit
  - iv) Special Meeting to consider establishing the salaries for county row offices and tax collectors for the period 2026-2029
- f) Add the following Vendors to the County List of Approved Vendors:
  - i) DSI International – OEM
  - ii) Linda Josey- Area Agency on Agenda
- g) Approve the emergency repair quote for Water Heater at MCCF with Super Heat Inc. in the amount of \$5,088.46 to replace water meter and cable

**6) Conservation District:**

- a) Reappoint Commissioner Sharon Laverdure as the County Commissioner Appointee for the one-year term of 1/01/2025 through 12/31/2025

**7) Correctional Facility:**

- a) Ratify addendum with Oasis Management System for the period 1/01/2025 through 12/31/2025 to keep or decrease prices with commission rate of 35%
- b) Ratify agreement for Professional Services with Justice Benefits, Inc. for assistance in obtaining and receiving new revenue from federal state and other revenue sources for the period 11/21/2024 through 11/21/2026

**8) Fiscal/Grants:**

- a) Ratify application for the purchase of equipment to the State food Purchase Program (SFPP) in the amount of \$2,229.00 for a 2-door freezer for the Salvation Army
- b) Authorize Kwanza Smith, Grants Manager, to electronically sign the FY 2025-2027 STOP Violence Against Woman Grant Contract (#2024-VA-01.02/03-43795) for the period 1/01/2025-12/31/2025 totaling \$125,000.00
- c) Ratify submittal of revised FY Continuum of Care Program Grant Agreement with new contract period on 1/01/2025- 12/31/2025 (contract remains same at \$277,017.00)
- d) Execute Grant Agreement with PA Emergency Management totaling \$4,080,902.02 for interconnection projects awarded from the Statewide Interconnectivity Funds (PEMA2024-08130FA-17.0)

**9) Information Services:**

- a) Approve statement of work with Commercial Pro-Services for Track-It Training Services in the amount of \$480.00

**10) Municipal Waste Authority:**

- a) Acknowledge receipt of the final 2025 Non-Substantial Plan Revision DEP Approved

**11) Computer Capital Purchases:**

- a) Ratify approval of the Computer Capital Purchases Report dated 12/04/2024 totaling \$13,662.93

**Miscellaneous**

**Public Comment**

**Other Meetings**

1:30 p.m.      Assessment Board