



MONROE COUNTY BOARD OF COMMISSIONERS' MEETING
December 21, 2022

The regular meeting of the Monroe County Board of Commissioners was held on Wednesday, December 21, 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, Chief Clerk/Administrator Greg Christine, and Administrative Secretary Cindy King. County Solicitor John Dunn was not in attendance.

Chairman Laverdure opened the meeting at 9:31 a.m. with a moment of silence and the pledge of allegiance to the flag.

Chairman Laverdure recessed the regular meeting at 9:32 a.m. and opened an Assessment Board meeting for corrections to the duplicate.

M-2022-284 Motion by Vice-Chairman Moyer, seconded by Commissioner Christy and carried to approve the corrections to the duplicate report as follows, as requested by Deborah Storman, Deputy Chief Assessor:

Additions - none
Subtractions - none

Chairman Laverdure closed the Assessment Board meeting at 9:33 a.m. and continued with the regular meeting.

There was no public comment on agenda items.

M-2022-285 Motion by Vice-Chairman Moyer, seconded by Commissioner Christy and carried to approve the actions listed below:

- a) Approve the minutes of the 12/7/22 Commissioners' Meeting
- b) Approve the minutes of the 11/16/22 Budget Presentation Meeting
- c) Approve the minutes of the 12/14/22 Budget Adoption Meeting

M-2022-286 Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to approve the actions listed below:

- a) Personnel Agenda:
- b) Approve/Ratify Requests to work additional hours:
 - i) Sheriff's Office Overtime Report for the period ending 12/4/22:
 - (1)Deputies – 40.00 hours
 - (2)Security – 44.25 hours
 - (3)Clerks - .25 hours

M-2022-287 Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to approve the actions listed below:

- a) Vouchers Payable:
 - i) \$2,384,596.30 for the week ending 12/9/22
 - ii) \$1,469,384.76 for the week ending 12/16/22
- b) Gross Payroll:
 - i) \$1,425,590.61 for the period ending 12/4/22
- c) Healthcare Benefits Payments:
 - i) Highmark Blue Cross/Blue Shield:

- (1) \$45,783.62 on 12/6/22
- ii) Geisinger:
 - (1) \$51,138.34 on 12/6/22
 - (2) \$248,373.56 on 12/13/22
- iii) Dental Claims:
 - (1) \$6,405.08 on 12/9/22
- iv) Flexible Spending Account:
 - (1) \$1,328.39 on 12/9/22

M-2022-288 Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to approve the actions listed below:

- a) Approve/Ratify the attached Travel Request Report – Emergency Services and Planning Department
- b) Public Defender’s Office - Fred Cutaio and Louise Luck to Savannah GA from 1/4/23 through 1/5/23 to meet with a client’s family for mitigation

Commissioner Christy noted that the travel for the Public Defender’s Office is a court order.

M-2022-289 Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to approve the actions listed below, as requested by Children and Youth Services:

- a) Execute a Subsidy Agreement For Permanent Legal Custodian for Z.Y.
- b) Execute an Adoption Assistance Agreement for M.M.
- c) Execute a Purchase of Service Agreement with Merakey Pennsylvania for the period of 7/1/22 through 6/30/23, in the maximum amount of \$500,000.00
- d) Execute the following Professional Services Agreements for the period of 7/1/22 through 6/30/22:
 - i) Children’s Choice, Inc - \$200,000.00
 - ii) Pinebrook Family Answers - \$30,000.00
 - iii) Pentz Run Youth Services, Inc - \$145,000.00

M-2022-290 Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to approve the actions listed below:

- a) Ratify the Budget Adjustment Report dated 12/15/22 totaling \$19,065.00
- b) Approve the Budget Adjustment Report dated 12/15/22 totaling \$96,540.00
- c) Ratify authorization for the Chief Clerk to advertise the following:
 - i) A public notice announcing the availability of request for funding proposals for the 2023 Community Services Block Grant
 - ii) 2023 Schedule of County Meetings
 - iii) Public meeting on 12/21/22 at 6:00 p.m. to set salaries for elected officials
- d) Accept a proposal from Schoonover & Vanderhoof, Architects, LLC in the amount of \$6,200.00 to design, bid and perform construction administration on the 701 Main Street Window Project
- e) Acknowledge receipt of the 2022-2025 Community Needs Assessment as approved by the Monroe Community Action Agency Board
- f) Acknowledge receipt of a notice from the PA Historical & Museum Commission of a grant award to the County in the amount of \$5,000.00 to be used for archival record storage and further authorize the fiscal department to electronically sign on behalf of the County
- g) Ratify approval of the following Change Orders for the Courthouse Renovation Expansion Project:
 - i) GC-010 – Lobar Construction, Inc. - \$29,883.69 (ADD)
 - ii) PC-006 – LTS Plumbing & Heating, Inc. - \$58,129.21 (ADD)
- h) Ratify approval of the following Change Order for the Ramsey School Project:
 - i) Electrical - George J. Hayden, Inc. - \$17,792.00 (ADD)

- i) Execute an Agreement with Borton Lawson Engineering, Inc. in the amount of \$20,000.00 to perform engineering services for county bridge maintenance projects in 2023
- j) Add the following vendors to the County List of Approved Vendors:
 - i) Controller:
 - (1) The Artina Group DBA Tyler Business Forms
 - ii) Aging:
 - (1) HL Home Care Agency
 - (2) Marilyn Cellucci

M-2022-291 Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to acknowledged receipt of the Kittatinny Coalition Kittatinny Ridge 2022 Return on Environment Study, as prepared by the Planning Commission.

There was no public.

The meeting adjourned at 9:37 a.m.

Greg Christine, Chief Clerk/Administrator

M-2022-284 thru M-2022-291

TRAVEL REQUEST REPORT

Travel ID	Travel Date(s)	Traveler(s)	Destination	Purpose of Travel	Est. Costs
EMERGENCY SERVICES					
2022-0224	12/21/2022 -- 12/21/2022	Keegan, Maryellen Knapp, Timothy	Susquehanna County EMA, Public Safety Center, 210 Public Way, Suite 3, New Milford, PA 18834	To attend the monthly NEPARCTTF meeting.	\$0.00
PLANNING					
2022-0228	12/14/2022 -- 12/14/2022	Horan, Fallon	Upper Mt Bethel	Liberty- Water Gap Trail Meeting	\$0.00