



MONROE COUNTY BOARD OF COMMISSIONERS  
AGENDA  
February 4, 2026

Open meeting 9:30 a.m.

Moment of Silence and Pledge of Allegiance

Public Comment – Agenda Items Only

**OLD BUSINESS**

Approve the minutes of January 21, 2026, Commissioners' Meeting

**PROCLAMATIONS AND CERTIFICATES**

None

**NEW BUSINESS**

**1) Personnel:**

- a) Agenda:
- b) Approve/Ratify Requests to work additional hours:
  - i) Sheriff's Office Overtime Report for the period ending 01/25/2026
    - (1) Deputies – 25.50 hours
    - (2) Security – 72 hours
    - (3) Clerks – 28.25 hours

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

- a) Vouchers Payable:
  - i) Dated 01/23/2026 in the amount of \$1,292,119.76
  - ii) Dated 01/30/2026 in the amount of \$1,420,017.09
- b) Gross Payroll:
  - i) For pay period ending 01/25/2026 in the amount of \$1,656,831.13
- c) Healthcare Benefits Payments:
  - i) Highmark Blue Cross/Blue Shield:
    - (1) Dated 01/20/2026 in the amount of \$191,045.16
    - (2) Dated 01/27/2026 in the amount of \$148,587.47
    - (3) Dated 01/27/2026 in the amount of \$5.15
  - ii) Geisinger:
    - (1) Dated 01/20/2026 in the amount of \$52,199.88
    - (2) Dated 01/27/2026 in the amount of \$91,042.92
    - (3) Dated 02/02/2026 in the amount of \$71,172.63
  - iii) Dental Claims:
    - (1) Dated 01/20/2026 in the amount of \$8,873.90
    - (2) Dated 01/23/2026 in the amount of \$6,879.41
    - (3) Dated 01/29/2026 in the amount of \$1,107.00
    - (4) Dated 01/30/2026 in the amount of \$9,288.87
  - iv) Flexible Spending Account:
    - (1) Dated 01/16/2026 in the amount of \$1,287.42
    - (2) Dated 01/23/2026 in the amount of \$2,402.30
    - (3) Dated 01/30/2026 in the amount of \$3,841.17

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

- a) Approve/Ratify the Travel Request Report – None

**4) Area Agency on Aging:**

- a) Approve contract with Camila Tours and Travel LLC to provide round trip transportation on 09/23/2026 to Sight and Sound for the Senior Center with the fee being paid by fundraiser activities

**5) Children and Youth:**

- a) Approve submittal of the First Quarter 2025-2026 Title IV-E Juvenile Probation Office (JPO) report totaling \$2,509.72
- b) Execute the following Subsidy Agreement for Permanent Legal Custodianship:
  - i) J.M.
  - ii) J.M.
  - iii) J.M.
  - iv) J.M.

**6) Commissioners' Office:**

- a) Approve the Budget Adjustment Report dated 02/04/2026 totaling \$982,254.00
- b) Ratify Change Order #GC-030 with Lobar Construction Inc. in the amount of \$22,296.47 for additional drywall, framing locks and soffits
- c) Approve payment \$15,000.00 to the Eastburg Community Alliance (ECA) for the 2026 Eastburg All-American Picnic from the hotel tax fund
- d) Approve payment of \$5,000.00 to the Barrett Township Historical Society for the Patriotic Recognition Day on July 12, 2026, from the hotel tax fund
- e) Accept Proposal from Schoonover & Vanderhoof, Architects, LLC to provide the scope of renovations to an existing building located at 2642 PA-940 to be utilized as the Tobyhanna Township Magisterial District Justice Office at a cost of \$22,300.00
- f) Accept Engineering Proposal from Verdantas in the amount of \$47,000.00 to provide the County with Bridge Inspection Evaluations for the 2025/2026/2027 Bridge Inspection Cycle and Recommendation Reports for construction seasons 2026 through 2028
- g) Execute Guaranty Agreement of a modified Guaranteed Limited Obligation Note, Series of 2016 for Pocono Mountains Industrial Park Authority in the amount of \$2,000,000.00 as approved by Ordinance 2025-03 at the December 3, 2025, Commissioners' Meeting
- h) Approve the following Opioid Grant from the Opioid Settlement Funds consistent with the uses allowed under the Opioid Settlement Agreement, Exhibit E:
  - i) Memorandum of Understanding and Agreement with Path to Peace for Housing Assistance in the amount of \$15,000.00

**7) Fiscal/Grants:**

- a) Ratify Authorization for Fiscal Director, Jennifer Barclay to electronically sign the Community Services Block Grant Contract (C000094857) for the period 01/01/2026 – 12/31/2026 in the amount TBD annually by formula funding
- b) Acknowledge the final FY 2024-2025 Medical Assistance Transportation Program (MATP) allocation in the amount of \$575,925.00
- c) Acknowledge the initial FY 2025-2026 Medical Assistance Transportation Program (MATP) allocation in the amount of \$749,112.00

**8) Information Technology and Services:**

- a) Approve contract amendment with Fraser Advanced Information Systems for a 5 year period February 1, 2026, through January 31, 2031, (this agreement replaces existing agreement) for copier and printer services

**9) Monroe County Correctional Facility:**

- a) Ratify the Savin Maintenance and Service Agreement with the PA District Attorney Institute for the period 01/01/2026 through 12/31/2026 at no cost to the county to provide victim notification related to incarcerated individuals

**10) Probation:**

- a) Execute Amendment No. 3 with BI Incorporated to extend the term of the Electronic Monitoring Service Agreement through 12/07/2026 for Adult Probation
- b) Approve Youth Level of Service/Case Management Inventory 2.0 Test Usage Agreement in the amount of \$4.00 (no increase from 2025) per Risk Assessment for the period 01/01/2026 through 12/31/2026

**11) Redevelopment Authority of Monroe County:**

- a) Approve the FY 2026 Monroe County Affordable Housing Trust Fund (Act 137) Budget in the amount of \$489,652.92

**12) Capital Outlay Purchases:**

- a) Approve the Capital Purchases Report dated 02/04/2026 totaling \$6,188.65

**13) Computer Capital Purchases:**

- a) Ratify the Computer Capital Purchases Report dated 02/04/2026 totaling \$2,194.50

**Miscellaneous**

**Public Comment**

**Other Meetings**

Board of Elections	10:30 a.m.
Salary Board	11:00 a.m.
Board of Assessment Revision	1:30 p.m.