



MONROE COUNTY BOARD OF COMMISSIONERS
February 19, 2025

The regular meeting of the Monroe County Board of Commissioners was held on Wednesday, February 19, 2025, in the Commissioner's Public Meeting Room at the Monroe County Administrative Center with the following present: Chairman John D. Christy, Vice-Chairman David C. Parker, Commissioner Sharon S. Laverdure, Solicitor Deborah L. Huffman, Chief Clerk/Administrator Robert J. Gress and Administrative Secretary Cindy Cook.

Chairman Christy opened the meeting at 9:30 a.m. with a moment of silence followed by the pledge of allegiance to the flag.

There was no public comment on agenda items.

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

M-2025-46 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to acknowledge that Deborah Storman, Chief Assessor reported there were no corrections to the duplicate.

Chairman Christy closed the Assessment Board meeting at 9:36 a.m. and reconvened the regular meeting.

M-2025-47 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the minutes from the 02/05/2025 Commissioners' Meeting.

M-2025-48 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve the actions listed below:

Acknowledge the opening of bids for the repairs to County Bridge #1 and County Bridge #22 on February 4, 2025:

Fabcor, Inc.	\$136,236.00
CMC, Inc.	\$197,700.00
EF Possinger	\$218,531.00
Minichi Construction, Inc.	\$141,000.00
CriLon, Corporation	\$197,122.94
Mar-Allen Concrete.	\$140,598.00
Professional Construction	\$159,532.00
Rylind Construction	\$127,455.00

Acknowledge the opening of bids for the bridge cleaning and vegetation removal from various County Bridges for 2025, 2026 and 2027 on February 7, 2025 (totals are for all 3 years):

H&P Construction, Inc.	\$891,621.07
Deangelo Contracting Services	\$153,000.00
Burgette Excavation LLC	\$430,670.00
CD Contractor and Sons, Inc.	\$198,000.00

M-2025-49 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the actions listed below:

1) Personnel:

a) Agenda:

FIRST NAME	DEPARTMENT:	POSITION:	DATE:	REASON:
NEW HIRES:				
Maldonado, Catalina	Aging	33 Care Mgr 1	2/24/25	New Hire/Replacement
Richards, Tatianna	Domestic Relations	7 Office Assistant Sr.	3/3/25	New Hire/Replacement
Warner, Tracey	Domestic Relations	7 Office Assistant Sr.	3/3/25	New Hire/Replacement
Paul, Atisha	Fiscal	13 Accounting Technician	3/3/25	New Hire/Replacement
Christensen, Tanya	Maintenance	3 Custodian	2/18/25	New Hire/Replacement
Keiser, Richard	Maintenance	3 Custodian	2/18/25	New Hire/Replacement
Onuska, Samuel	Maintenance	3 Custodian	2/18/25	New Hire/Replacement
Richards, Brianna	Pre-Trial Services	16 Pretrial Trainee	2/10/25	Rescinded Offer
Tompkins, Deborah	Prothonotary	8 Records Tech	2/24/25	New Hire/Replacement
SEPARATIONS:				
Hassan, Tamar	Correctional Facility	CO II	2/8/25	Terminated
Throckmorton, Andrew	District Attorney	22 Assistant District Attorney PT	2/27/25	Resigned
Jones, Jenelle	Domestic Relations	12 Enforcement Spec Sr	1/31/25	Terminated - Correct Department
Rosen, Amalia	Fiscal	19 Accountant - Temp	1/10/25	End of Temp Position
Madej, Teresa	Maintenance	4 Custodian Sr.	3/14/25	Retired
Kuehner, Lenna	Prothonotary	8 Proth Records Technician	2/7/25	Terminated
CHANGES:				
Block, Canaan	Assessment	8 Office Assistant Sr	1/23-1/31/25	LOA
Hasker, Michelle	Assessment	17 Head Field Assessor	2/10/25	Promotion
Amoroso, Jamie	Children and Youth	37 Casw 3	2/11-2/26/25	LOA
Merwarth, Jacqueline	Children and Youth	33 Casw 1	2/11/25	975 Hours Complete
Merwarth, Jacqueline	Children and Youth	35 Casw 2	2/12/25	Promotion w/o Exam
Ferrara, Gabrielle	Commissioners	17 Records Archivist	2/3/25	Early RTW
Ackerman, Michael	Correctional Facility	CO II	2/5-8/4/25	Intermittent LOA
Bert, Virginia	Correctional Facility	7 Office Assistant Sr	2/5-8/4/25	Intermittent LOA
Clase, Yessica	Correctional Facility	CO II	2/25/25	Probation Complete
Darab, Dwayne	Correctional Facility	CO II	2/5-3/5/25	LOA
Eyer, Benjamin	Correctional Facility	22 Lieutenant	2/10/25	Probation Complete
Frank, Kristijan	Correctional Facility	CO II	2/8-2/21/25	Extend LOA
Henning, Aquila	Correctional Facility	CO II	2/25/25	Probation Complete
Holt, Brittney	Correctional Facility	CO II	1/27-2/27/25	LOA
Johnson, Cecil	Correctional Facility	CO II	3/13/25	Extend LOA
Martynowicz, Arkadiusz	Correctional Facility	CO II	1/26-7/25/25	Intermittent LOA
Ortiz, Diana	Correctional Facility	CO II	2/25/25	Probation Complete
Procak, Peter	Correctional Facility	CO II	2/25/25	Probation Complete
Reese, Gregory	Correctional Facility	CO II	2/22-2/23/25	LOA
Schiller, Blake	Correctional Facility	18 Sergeant	2/22-2/23/25	LOA
Thompson, Deborah	Correctional Facility	17 HR Specialist	2/19-2/23/25	LOA
Thompson, Deborah	Correctional Facility	17 HR Specialist	2/26-3/2/25	LOA
Thompson, Deborah	Correctional Facility	17 HR Specialist	3/3-5/2/25	Intermittent LOA
Dolan, Daniel	District Attorney	22 Asst DA- PT	2/5/25	Probation Complete
Eilber, Danielle	District Attorney	16 Office Mgr- Legal	2/12/25	Probation Complete
Heller, Ashley	District Attorney	12 Legal Secretary	2/12/25	Probation Complete
Zuk, Danielle	District Attorney	8 Secretary	2/12/25	Probation Complete
Pirozzi, Donna	District Justices	8 Technician Sr.- 43-3-03	2/10/25	Promotion
Morgan Altemose	Domestic Relations	11 Intergovernmental Specialist	2/7; 2/10-2/13/25	5 Day Unpaid Suspension
Semente, Cassandra	Domestic Relations	14 Conference Officer	1/21-1/24/25	LOA
Semente, Cassandra	Domestic Relations	14 Conference Officer	2/14-8/13/25	Intermittent LOA
Williams, Paula	Fiscal	13 Acct Tech- Fiscal	2/19/25	Probation Complete
Ertle, Matthew	Sheriff	8 Bailiff	2/12/25	Probation Complete
Sorrentini, Jose	Sheriff	17 Deputy Sheriff	2/5/25	Probation Complete
Sorrentini, Jose	Sheriff	17 Deputy Sheriff	2/11-2/12/25	2 Day Unpaid Suspension
Baker, Ashley	Victim Witness	14 Direct Service Advocate	3/11-3/17/25	LOA

- b) Approve/Ratify Requests to work additional hours:
- i) Sheriff's Office Overtime Report for the period ending 02/09/2025
 - (1) Deputies – 80.25 hours
 - (2) Security –63.25 hours
 - (3) Clerks –7.00 hours

M-2025-50 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve the actions listed below:

2) Electronic Financial Transactions (Ratify):

- a) Vouchers Payable:
 - i) \$1,300,480.75 dated 02/07/2025
 - ii) \$1,120,325.74 dated 02/14/2025
- b) Gross Payroll:
 - i) \$1,404,571.30 for pay period ending 02/09/2025
- c) Healthcare Benefits Payments:
 - i) Highmark Blue Cross/Blue Shield:
 - (1) \$225,320.17 dated 02/05/2025
 - (2) \$72,312.16 dated 02/11/2025

- ii) Geisinger:
 - (1) \$225,154.80 dated 02/10/2025
 - (2) \$4,651.27 dated 02/12/2025
- iii) Dental:
 - (1) \$4,359.64 dated 02/11/2025
- iv) Flexible Spending Account:
 - (1) \$1,218.93 dated 02/06/2025

M-2025-51 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve/ratify the Travel Requests for the following: Area Agency on Aging, Commissioners, Conservation District, Emergency Services and Victim Witness.

M-2025-52 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve a Planned Service Agreement with Johnson Controls for Simplex Fire Alarm System for the period 2/01/2025 through 1/31/2028 totaling \$17,898.00 per year as requested by Acting Warden Philip Diliberto.

M-2025-53 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve the actions listed below as requested by Children and Youth Services:

- a) Approve/Ratify the following contracts for Professional Services for the Period 07/01/2024 – 06/30/2025 with:
 - i) MHY Family Services in the amount of \$140,000.00 (Multisystemic Therapy)
 - ii) Miracle Hearts, LLC in the amount of \$300,000.00 (Group home service)
 - iii) Institution for Human Resources and Services, Inc. in the amount of \$50,000.00 (Foster Care)
- b) Approve amendment to M2024-391 with ChildFirst Services to correct Attachment C to remove Independent Living for \$80.00 and add One-Person Home for \$1,062.99
- c) Approve amendment Subsidized Permanent Legal Custodianship Agreement for LS amending Section VI. Term extending the agreement from 2/20/2025 to 2/20/2028
- d) Reappoint the following to the Advisory Board with a new term to expire 12/31/2027:
 - i) Lauren Peterson
 - ii) Greg Pershyn

M-2025-54 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the actions listed below:

- a) Ratify the Budget Adjustment Report dated 02/19/2025 totaling \$350,283.00
- b) Approve the Budget Adjustment Report dated 02/19/2025 totaling \$1,428,284.00
- c) Approve use of Courthouse Square for the Vietnam Veterans Chapter 678 on March 29, 2025, National Vietnam Veterans Day
- d) Award bid for repairs to Bridge #1 and Bridge #22 paving to Ryland Construction in the amount of \$127,455.00
- e) Award the bid for County Bridge Cleaning and Vegetation Removal to Deangelo Contracting Services in the amount of \$153,000.00 (total for three years)
- f) Ratify Change Order GC-028 with Lobar Construction Inc. in the amount of \$36,496.84 for installation of bollards, door hardware changes and installation of access control devices
- g) Approve proposal from Widmers Tree Service for removal of vines from old jail and walls and cut trees and remove debris from exercise yard for \$8,000.00 (lowest of 3 quotes)
- h) Ratify contract addendum with Securitas to include an unarmed officer rate of \$29.25 per hour
- i) Approve a four-year lease with Frasier Advanced Info Systems (CoStars) for the following:
 - i) Court Administrator - 2 copiers 48 payments of \$240.00 per month
 - ii) Adult Probation - 1 copier 48 payments of \$220.00 per month
 - iii) Juvenile Probation - 1 copier 48 payments of \$220.00 per month
- j) Authorize the chief clerk to advertise:
 - i) Election Board change of meeting from March 5, 2025, to March 19, 2025 @ 10:30am
 - ii) Ordinance approving a Demolition and Rehabilitation Fund per Act 48 of 2024

- iii) Sale of oriental rugs
- k) Add the following Vendors to the County List of Approved Vendors:
 - i) Court Administration
 - (1) Alta Language Services, Inc.
 - ii) Planning
 - (1) DOT Scientific, Inc.
 - (2) Ecology Supplies USA LLC
 - iii) District Attorney/Detectives
 - (1) Freedom Sports LLC
 - (2) 911 iNET LLC
 - (3) Guardian Angel Recovery House
 - iv) Register & Recorder
 - (1) EFP LLC (Eternal fine Products)
 - v) Sheriff
 - (1) SIG Sauer, Inc.
 - vi) Voter Registration/Elections
 - (1) ElectSure Learning
 - l) Approve allocation of \$31,238.00 to Northbound & Co. for Opioid Use addiction/recovery treatment services from the Opioid Settlement Funding
 - m) Approve allocation of up to \$150,000.00 to Cornerstone Community Initiative for Opioid Use addiction/recovery treatment services from the Opioid Settlement Funding (\$100,000.00 Opioid Fund, \$50,000.00 from Substance Abuse Education and Demand Reduction Fund)

M-2025-55 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve the actions listed below as requested by Sara May-Silfee, Director of Elections/Voter Registration:

- a) Ratify proposal from ElectSure Learning for online training and support for the period of twelve months at a total of \$18,000.00
- b) Approve Building Use Request Form with St. Paul Lutheran Church for 2025 Primary and General Elections

M-2025-56 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the actions listed below as requested by the Fiscal/Grants Department:

- a) Ratify submittal of the Election Integrity Grant Program Post-Election Report totaling \$322,824.11
- b) Approve submittal of the 2024 Emergency Management Program Grant (EMPG #C950004701) financial status closeout with expenditures totaling \$66,242.19 for the period 10/01/2023-09/30/2024

M-2025-57 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to acknowledge receipt of the 2024 Annual Planning Commission Report.

M-2025-58 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve county match in the amount of \$32,755.00 for 5% match of North Apron Pavement Rehabilitation Agreement #C920003523 and \$40,000.00 for entrance road paving and parking expansion project as requested by the Pocono Mountains Regional Airport.

Chairman Christy noted the funds for the above will be paid out of the hotel tax money.

M-2025-59 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve Service Agreement with Stericycle, Inc. for the period of 02/01/2025-01/31/2030 for waste removal on-call pickup totaling \$350.00 per pick-up.

M-2025-60 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the Capital Purchases Report dated 02/19/2025 as follows:

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
APPROVED CAPITAL:						
TOTAL APPROVED CAPITAL						\$ -
REQUESTS WITH TRANSFER: (see Budget Adjustment Report)						
Sheriff Drug Interdiction Program	177.9998.2029.8800.0000	Program Expenses	1	Firearms & training	Sig Sauer - Lowest Quote	\$ 35,711.30
TOTAL REQUESTS W/TRANSFER						\$ 35,711.30
GRANT FUNDED & OTHER:						
Sheriff	101.4197.9575.0000	Capital Expenditure	1	Desk reconfiguration parts	Office Service Co. - State Contract	\$ 3,122.22
TOTAL GRANT FUNDED & OTHER						\$ 3,122.22
TOTAL CAPITAL REQUESTS						\$ 38,833.52

Commissioner Laverdure stated she attended the Shawnee Fire Company's 80th anniversary celebration dinner on Saturday evening and the commissioners will recognize the fire company with a certificate of recognition in March. Commissioner Laverdure thanked all the volunteer fire fighters and emergency medical personnel and stated how fortunate the county is to have volunteers.

Commissioner Laverdure spoke about the Pocono Mountains Regional Airport and noted how many flights go in and out of the airport every day to bring visitors to Monroe County. Commissioner Laverdure stated The Pocono Mountains Visitors Bureau is also contributing funds to the airport.

Chairman Christy announced Community Night will be held at Northampton Community College – Pocono Campus on Tuesday, May 6, 2025, from 4:00 p.m. – 8:00 p.m.

Chairman Christy stated the Election Board meeting scheduled for March 5, 2025, at 10:30 a.m. has been moved to March 19, 2025, at 10:30 a.m. The reason for the move is so the casting of lots can take place at the meeting if needed.

There was no public comment.

The meeting was adjourned at 9:50 a.m.

Robert J. Gress, Chief Clerk/Administrator

M-2025-46 thru M-2025-60