



MONROE COUNTY BOARD OF COMMISSIONERS

July 3, 2024

The regular meeting of the Monroe County Board of Commissioners was held on Wednesday, July 3, 2024, in the Commissioners' 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 called the meeting to order at 9:30 a.m. with a moment of silence followed by the pledge of allegiance to the flag.

Mr. Rick Parsons from the Carey Group presented the Monroe County Community Partnership for Gun Safety Strategic Plan. He stated over seventy (70) people participated in the community partnership. He read the mission statement which is "The Community Partnership for Gun Safety's mission is to save lives and reduce the harm caused by firearms and gun violence in our community through advocacy and partnerships that provide education, support and resources." The plan consists of four (4) broad goals and objectives. Mr. Parsons encouraged everyone to review the document which was available at the meeting and will also be available on the county's website. Mr. Parsons thanked the commissioners and Ms. Jennifer Strauch, Grants Manager, for their support of this project.

Jane Gagliardo asked for clarification of the concern of firearm safety with newer residents coming into the area. Mr. Parsons stated it is a concern due to the possible lack of exposure to firearms.

Ms. Jennifer Strauch, Grants Manager thanked Mr. Parsons and the Carey Group for their work on this plan. Ms. Strauch reported that the funding for the Community Partnership for Gun Safety Strategic Plan was provided by the Pennsylvania Commission on Crime and Delinquency in the form of a fifty thousand dollar (\$50,000) grant. Ms. Strauch also reported that the county is just about to be awarded six hundred ninety five thousand two hundred and eighty six dollars (\$695,286.00) over the next three (3) years to implement Violence Intervention and Prevention Grant which will follow the objectives and activities as outlined in the strategic plan.

Discussion took place about our county being the only county to complete such a study. Chairman Christy stated that mental health and gun safety must go hand in hand. Discussion also took place about the Pennsylvania Youth Survey (PAYS) which is a study done through the local schools. Ms. Strauch also thanked The Carey Group for including Rutgers University in assisting with the completion of the strategic plan. The county may now have the opportunity to partner with Rutgers University for the next evaluation piece. Ms. Strauch also thanked the Monroe County District Attorney's Office and District Attorney Mike Mancuso for the opportunity to apply for grants through the Pennsylvania Commission on Crime and Delinquency.

There was no public comment on agenda items.

M-2024-203 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to amend Motion 2024-201 dated 06/20/2024 to change capital purchase report to segregate \$41,652.70 to Seating, Inc. total remains the same.

M-2024-204 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to amend Motion 2024-201 dated 06/20/2024 to correct the amount of the refrigerators for the Correctional Facility from \$2,481.00 to \$2,097.00. A decrease of \$387.00.

M-2024-205 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to amend Motion 2024-200 dated 06/20/2024 increasing the PA State Police 2024-25 Automobile Theft/Motor Vehicle Insurance Fraud Grant by \$3,678.55 for a total grant amount of \$134,010.55.

M-2024-206 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to ratify the opening and defer award until 07/17/2024 of the Monroe County Parking Garage Maintenance bids as follows:

CPS Construction	\$683,295.00	10% Bid Bond
Sealcreate Contracting	\$553,734.00	10% Bid Bond
D&M Construction	\$720,000.00	10% bid Bond
South Shore Construction	\$513,090.00	10% Bid Bond
MAARV Waterproofing	\$750,000.00	10% bid Bond
Pullman SST	\$715,779.00	10% Bid Bond

M-2024-207 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve the minutes of the 06/20/2024 Commissioners' Meeting.

M-2024-208 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to adopt a certificate of special recognition for David Juchnicki for attaining the rank of Eagle Scout.

M-2024-209 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the actions listed below:

- a) Agenda:

NAME:	DEPARTMENT:	POSITION:	DATE:	REASON:
NEW HIRES:				
Aaliyah Robayo	Career Link	Laborer	6/24/24	Did Not Start
Aidan OToole	Career Link	Laborer	7/1/24	Change Start Date
Aiden Verge	Career Link	Laborer	6/24/24	Did Not Start
Alani Charles-Job	Career Link	Laborer	7/1/24	Change Start Date
Alexander Gonzalez	Career Link	Laborer	7/1/24	Change Start Date
Aniah Johnson	Career Link	Laborer	6/24/24	New Hire
Antoinette Griffith	Career Link	Laborer	7/1/24	Change Start Date
Catherine Park	Career Link	Laborer	6/24/24	Did Not Start
Clarissa Park	Career Link	Laborer	6/24/24	Did Not Start
Danae Harper	Career Link	Laborer	6/24/24	Did Not Start
Dwayne Burrows	Career Link	Laborer	7/1/24	Change Start Date
Elijah Wells	Career Link	Laborer	7/1/24	Change Start Date
Jayden Tucker	Career Link	Laborer	7/1/24	Change Start Date
Jordan Clark	Career Link	Laborer	6/24/24	Did Not Start
Joy Pearn	Career Link	Laborer	7/1/24	Change Start Date
Kayla Notice	Career Link	Laborer	7/1/24	Change Start Date
Keanu Folio	Career Link	Laborer	7/1/24	Change Start Date
Kevonna Smith	Career Link	Laborer	7/1/24	Change Start Date
Kira McRae	Career Link	Laborer	7/1/24	Change Start Date
Lucius Leon	Career Link	Laborer	7/1/24	Change Start Date
Marta Perry	Career Link	Laborer	7/1/24	Change Start Date
Nevaeh Jackson	Career Link	Laborer	7/1/24	Change Start Date
Rhnessa Dewitt	Career Link	Laborer	7/1/24	Change Start Date
Ruben Mendez	Career Link	Laborer	7/1/24	Change Start Date
Seven Roberts	Career Link	Laborer	6/24/24	Did Not Start
Sukori Butler	Career Link	Laborer	6/24/24	New Hire
Charles Kelshaw	Conservation	19 Resource Conservation Specialist	7/1/24	New Hire/Replacement
Jonathan Knauff	Conservation	19 Resource Conservation Specialist	7/22/24	New Hire/Replacement
Emily Anderson	Courts	20 Law Clerk- Judge Mark	8/19/24	New Hire/Replacement
Samara Bush	Courts	14 Court Monitor	7/15/24	New Hire/Replacement
William Niedzwiecki	Emer Svs	17 Planner 1 - Critical Infrastructure Prep	7/1/24	New Hire/Replacement
Carlie Margetta	Maintenance	3 Custodian	7/8/24	New Hire/Replacement
Najee Cristen	Maintenance	3 Custodian	7/8/24	New Hire/Replacement
Sarah Martin	MDJ	7 Tech Floater	7/8/24	Rehire/Replacement
Madelin Bussenger	PD	Certified Legal Intern	5/28/24	Summer Temp Position
SEPARATIONS:				
Anthony Herda	Conservation	4 Groundskeeper	6/28/24	Retired
Dolly Escobar	Courts	10 Admin Asst Cust Conc	7/3/24	Resigned
Diamond Collins	Jails	CO	6/30/24	Resigned
William Carver	Jail	22 Lieutenant	7/12/24	Retired
Hailey Mager	MDJ 43-3-04	8 Tech Sr	6/27/24	Resigned
Rickie Serfass	Sheriff	17 Deputy Temp PT	5/9/24	Resigned
CHANGES:				
Christina DeJesus	C&Y	33 Casw 1	6/14/24	975 hrs Complete
Christina DeJesus	C&Y	35 Casw 2	6/15/24	Promo w/o Exam
Stacey McLaughlin	C&Y	35 Accountant I CS	5/23/24	Probation Complete
Ashley Berish	Courts	16 Court Recorder & Transcriptionist	7/8/24	Transfer/Promotion
Jack Tazzetto	HR	18 Full Cycle Recruiter	6/14-7/29/24	LOA
Blake Schiller	Jail	18 Sergeant	7/13-7/14/24	LOA
Ei-Amin Tehran Abdul-Khaleeq	Jail	CO	6/22-12/21/24	Intermittent LOA
Gerald Cox	Jail	CO	6/11-12/10/24	Intermittent LOA
Jennifer Shay	Jail	CO	6/5-7/14/24	LOA
Jennifer Shay	Jail	CO	7/15-8/26/24	LOA
Laquan Jenkins	Jail	CO	6/10-12/9/24	Intermittent LOA
Stephane Viera	Jail	22 Lieutenant Training	6/24/24	Early RTW
Tami Pavolick	Jail	CO	6/15-12/14/24	Intermittent LOA
Frank Biank	Prob - Adult	20 Prob Officer Sr	6/25-9/30/24	LOA
Annie McDonald	Sheriff	9 Real Estate Civil Court Clerk	4/30/24	Probation Complete
Bridget Basso	Sheriff	10 Real Estate Clerk Sr	6/20/24	Probation Complete
Ian Rosario	Sheriff	10 Armed Bailiff	11/17/23	Probation Complete
Jennifer Block	Sheriff	16 Criminal Civil Office Mgr	3/13/24	Probation Complete
Kayla Felten	Sheriff	10 Personal Prop/Criminal Ct Clerk	3/27/24	Probation Complete
Kiana Ruffin	Sheriff	8 Records Tech	4/2/24	Probation Complete
Randy Schlatter	Sheriff	17 Deputy	5/14/24	Probation Complete
Ronaldo Johnson	Sheriff	Constable	6/27-6/28/24	Unpaid Suspension
MISCELLANEOUS:				
Approve the request from Kevin Lawrence, Building Maintenance Manager, to split one FT Painter position into 2 PT positions at 12 hours and 28 hours per week.				
Approval of revised County Pcard Policy				

- b) Approve/Ratify Requests to work additional hours:
 - i) Sheriff Office Overtime Report for the period ending: 06/16/2024
 - (1) Deputies – 85.50 hours
 - (2) Security –101.50 hours
 - (3) Clerks – 3.50 hours

M-2024-210 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the actions listed below:

- a) Vouchers Payable:
 - i) \$3,065,337.80 for week ending 06/21/2024
 - ii) \$1,458,411.33 for week ending 06/28/2024
- b) Healthcare Benefits Payments:
 - i) Highmark Blue Cross/Blue Shield:
 - (1) \$67,107.88 on 06/05/2024
 - ii) Geisinger:
 - (1) \$101,779.80 on 06/24/2024
 - iii) Dental Claims:
 - (1) \$5,993.22 on 06/21/2024
 - (2) \$1,056.35 on 06/27/2024
 - (3) \$6,218.06 on 06/28/2024
 - iv) Flexible Spending Account:
 - (1) \$721.24 on 06/21/2024
 - (2) \$1,285.28 on 06/28/2024

M-2024-211 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to Approve/Ratify the Travel Request for the following: Assessment and Vector Control.

M-2024-212 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve the following contract addenda agreements for the period July 1, 2024, through June 30, 2025, as requested by Area Agency on Aging:

- i) CareSphere, LLC. RX Home Health Services, Inc. for personal care and home support services at \$22.00 per hour
- ii) Beck “n” Call for personal care and home support services at \$24.96 per hour
- iii) PurFoods, LLC. d/b/a Mom’s Meals for home delivered at rates of \$6.33 or \$7.27 per hour for renal or pureed meal with instant milk
- iv) Monroe County Meals on Wheels at rates for home delivered meals of: Cold with milk/juice at \$6.85, Hot with milk or juice at \$7.17 and frozen with milk or juice at \$7.00 per meal
- v) Lifeline Systems Company for Personal Response System at \$28.00 per month for landline and cellular PERS
- vi) Kelly L. Lombardo, Esquire at \$150.00 per hour for Legal Consulting Services
- vii) Traditional Home Care, LLC for personal care and home support services at \$19.00 per hour
- viii) Simplura Health Group d/b/a Caregivers America for personal care and home support services at \$19.85 per hour

M-2024-213 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the actions listed below as requested by Children and Youth:

- a) Execute a Purchase of Service Agreement for the period July 1, 2024- June 30, 2025, with:
 - i) County of Chester contract limit totaling \$500,000.00 (Secure Detention and Shelter)
 - ii) KidsPeace Children’s Hospital, Inc. contract limit totaling \$150,000.00 (Treatment and Education Services)
 - iii) KidsPeace National Centers, Inc. contract totaling \$160,000.00 (Residential Services and Treatment)
- b) Execute a Purchase of Service Agreement for the period July 1, 2024 – June 30, 2028, with Bucks County contract limit totaling \$450,000.00 (Secure Detention and Shelter)

M-2024-214 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the actions listed below:

- a) Ratify the Budget Adjustment Report dated 06/20/2024 totaling \$479,054.00
- b) Approve the Budget Adjustment Report dated 6/28/2024 totaling \$453,371.00
- c) Approve agreement with Strauser Nature's Helpers Lawncare in the amount of \$980.00 for mowing at Goose Pond dam and \$700.00 for mowing at Leavitt Branch dam per recommendation of county engineer
- d) Authorize submittal of Non-Conforming Use Application to the Borough of Stroudsburg for Property at 528 Thomas Street in the amount of \$100.00
- e) Accept proposal from Marion Hill Associates, Inc., as recommended by RKR Hess, Division of UTRS for the Leavitt Branch Dam Diver for an Outlet Drawdown System Inspection and removal of small debris in the amount of \$8,750.00
- f) Execute agreement with Arro Engineering in the amount of \$82,500.00 for design and bidding of the water system at MCCF/PVM
- g) Approve agreement with Brightly Software for Scheduling Software creation and support in the amount of \$35,569.36 with contract payments as follows:
 - i) 8/01/2024-12/31/2024 \$ 0
 - ii) 01/01/2025-12/31/2025 \$14,824.35
 - iii) 01/01/2026-12/31/2026 \$15,713.81
 - iv) 01/01/2027-12/31/2027 \$16,656.64
- h) Authorize chief clerk to advertise the following bids:
 - i) Inmate Food Services
 - ii) Inmate phone and technology
- i) Add the following Vendors to the County List of Approved Vendors:
 - i) Commissioners
 - (1) Marion Hill Associates Inc.

M-2024-215 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve contract addendum with PrimeCare Medical, Inc. to adjust invoices to reflect a monthly cost of \$245,375.62 for Comprehensive Health Care Services and \$4,518.00 for DUI Center Costs. The contracted total monthly dollar rate and total contract cost and all other terms of the agreement not inconsistent with this addendum shall remain in full force and effect as requested by the Correctional Facility.

M-2024-216 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the actions listed below as requested by the Grants Department:

- a) Ratify authorization for the Grant Manager, Jennifer Strauch to electronically submit the FY 24 County Reentry Strategic Plan Grant for the period October 1, 2024-September 30, 2025, totaling \$14,893.00
- b) Ratify Submittal of response to PA Department of Community and Economic Development as follows:
 - i) Regarding 2021 CDBG Program C000082274 and acknowledge receipt of acceptance of correction by PA DCED
 - ii) Regarding 2023 CSBG Program C000082258 and 2020-2023 ESG C000080269 and acknowledge receipt of acceptance of correction by PA DCED

M-2024-217 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve the Medical Assistance Subrecipient Monitoring Contract with MCTA to provide medical assistance transportation services at a rate of \$22.66 per trip, for the period of July 1, 2024, through June 30, 2025, as requested by the Monroe County Transportation Authority.

M-2024-218 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the actions listed below as requested by the Probation Department:

- a) Approve Amendment #1 with University of Cincinnati Research Institute extending training period through September 30, 2024, due to scheduling issues
- b) Approve application for use of facilities with Pocono Mountain School District @ PEC for training in 2024-2025 School year

M-2024-219 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the actions listed below as requested by the Redevelopment Authority of Monroe County:

- a) Execute Subrecipient Agreement by and between the County of Monroe, and Redevelopment Authority for the FY 2023 CDBG Program totaling \$675,168.00

contract #C000088590 (Monroe County \$403,473.00, Stroudsburg Borough \$116,010.00 and East Stroudsburg Borough \$157,685.00)

- b) Approve Act 152 Demolition Grant Application with Smithfield Township totaling \$40,000.00 for property at 274 Marshalls Creek Road (16.6.1.1)

M-2024-220 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve Capital Purchase dated 06/28/2024 as follows:

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
APPROVED CAPITAL:						
TOTAL APPROVED CAPITAL						\$ -
REQUESTS WITH TRANSFER: (see Budget Adjustment Report)						
TOTAL REQUESTS W/TRANSFER						\$ -
GRANT FUNDED & OTHER:						
Adult Probation	158.4000.8800.0000	Program Expenses	3	Body armor	Wiltmer Public Safety - State Contract	2,987.61
TOTAL GRANT FUNDED & OTHER						\$ 2,987.61
TOTAL CAPITAL REQUESTS						\$ 2,987.61

M-2024-221 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to ratify the Computer Capital Purchase Report dated 06/25/2024 as follows:

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
APPROVED CAPITAL:						
TOTAL APPROVED CAPITAL						\$ -
REQUESTS WITH TRANSFER: (see Budget Adjustment Report)						
TOTAL REQUESTS W/TRANSFER						\$ -
GRANT FUNDED & OTHER:						
Children & Youth	751.4428.6041.4640.0391	Grant Funded Expenses	1	HP Laserjet desktop printer	CDW - State Contract	\$645.82
Register & Recorder	601.4153.8800.0000	Program Expenses	1	Desktop scanner	Gov-C - State Contract	\$265.32
TOTAL GRANT FUNDED & OTHER						\$ 911.14
TOTAL CAPITAL REQUESTS						\$ 911.14

Chairman Christy announced Jennifer Strauch is leaving her position as grants manager to become the executive director of Redevelopment Authority of Monroe County. The commissioners thanked Ms. Strauch for her service with Monroe County.

Kate Best, Register and Recorder explained the record alert service her office handles to prevent fraud. She encouraged all property owners to sign up to receive an alert if a document is filed on a property they own.

Jack Fossett wanted to publicly thank Vice-Chairman Parker for visiting his property to observe his concerns. Mr. Fossett stated he has issues with his water and stormwater runoff due to the Foundry Street bridge project.

Theresa Pesce spoke about the Chevron Deference being overturned by the Supreme Court. Ms. Pesce also quoted statements from the Election Assistance Commission.

Kenneth Ramirez, founder and executive director of Justin’s House spoke about the challenges his organization is having with transportation due to being in a rural area. Mr. Ramirez asked the county and the commissioners for their support with transportation for Justin’s House.

Three (3) residents from Justin’s House shared their personal stories as well as the need for transportation. The residents asked for the commissioners’ support in obtaining transportation for Justin’s House.

Samantha Holbert, executive director of Community Foundation of Monroe County spoke on behalf of Justin’s House. Ms. Holbert said donations could be made through the Community Foundation to Justin’s House and they would accept the fiduciary responsibility as a non-profit.

Mike Mancuso, District Attorney stated he is working on putting together a reentry grant. District Attorney Mancuso stated he is in full support of a reentry program to reduce recidivism.

Vice-Chairman Parker thanked Justin's House for coming to the commissioners meeting and is hopeful the commissioners can work together to help facilitate their transportation needs.

The meeting was adjourned at 10:24 a.m.

Robert J. Gress Chief Clerk/Administrator

M-203 thru M-221