



MONROE COUNTY BOARD OF COMMISSIONERS  
March 5, 2025

The regular meeting of the Monroe County Board of Commissioners was held on Wednesday, March 5, 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 Todd W. Weitzmann, 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.

Chairman Christy asked if there was any public comment on agenda items.

Attorney Jason LaBar, Chief Public Defender, read a statement concerning the salary study.

Attorney Sarah Blum read a statement on behalf of all the union members in the Public Defender's Office concerning the salary study.

Attorney Angela Ramos and Attorney William Sanchez read a statement concerning the disparity of pay between the Public Defender's office and the District Attorney's office.

District Attorney Mike Mancuso stated that he believes there may be an oversight in salary grids between the Public Defender's office and the District Attorney's office as he felt the duties of upper management in the two offices are essentially the same. District Attorney Mancuso did state however one caveat is the District Attorney's office does prosecute fifty percent more cases than the Public Defender's office. However, District Attorney Mancuso feels the core education and skills are the same for upper management in both offices.

**M-2025-61** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to present the following proclamations and certificates of special recognition:

Shawnee Fire Company – 80<sup>th</sup> Anniversary  
Employee Appreciation Day March 7, 2025  
Betty Ann Ricci – Middle Smithfield 2024 Person of the Year - Winner  
Maria Oquendo – Middle Smithfield 2024 Person of the Year - Finalist  
Luz Gonzalez – Middle Smithfield 2024 Person of the year – Finalist

Commissioner Laverdure presented a certificate of special recognition to Jason Witcraft, David Witcraft and Chairman Christy were present to represent the Shawnee Fire Company in honor of their 80<sup>th</sup> anniversary. Chairman Christy shared a memory he had from a time during his service to the fire company. Commissioner Laverdure also thanked the families of the firefighters as it is a commitment on their part also which Commissioner Laverdure recognized.

Chief Clerk/Administrator Gress presented the proclamation recognizing Employee Appreciation Day.

**PROCLAMATION**

**WHEREAS**, the first Friday in March of each year has been designated as Employee Appreciation Day in the United States.; and

**WHEREAS**, in 2025, the first Friday in March falls on March 7, 2025; and

**WHEREAS**, the employees of Monroe County are dedicated to providing the highest quality service to the residents of our County; and

**WHEREAS**, the employees of Monroe County are committed to making our place of work one of which we can all be proud; and

**WHEREAS**, the Monroe County Commissioners wish to thank the employees of Monroe County for their continued efforts in public service to the residents of Monroe County.

**NOW THEREFORE, BE IT RESOLVED** the Monroe County Board of Commissioners hereby proclaim March 7, 2025, as “Monroe County Employee Appreciation Day” in Monroe County and further resolve to thank the dedicated employees for all of the work they do.

**End of Proclamation**

**M-2025-62** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the minutes from the 02/19/2025 Commissioners’ Meeting.

**M-2025-63** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the actions listed below:

a) Agenda:

FIRST NAME	DEPARTMENT:	POSITION:	DATE:	REASON:
<b>NEW HIRES:</b>				
Braxton-Cannon, Beverly	Aging	35 Care Mgr 2	3/10/25	New Hire/Replacement
Brownley-Knights, Chandra	Aging	37 Care Mgr 3	3/24/25	New Hire/Replacement
Jordan, Jermaine	Career Link	Laborer	3/3/25	New Hire
Egry, Ryan	Career Link	Laborer	3/10/25	Rehire
Gearhart, Mason	Career Link	Laborer	3/10/25	New Hire
Guzman, Christian	Career Link	Laborer	3/10/25	New Hire
Kirkland, Messiah	Career Link	Laborer	3/10/25	New Hire
Meckes, Kambryn	Career Link	Laborer	3/10/25	Rehire
Reinhard, Jaytwaun	Career Link	Laborer	3/10/25	Rehire
Sanders, Shaquana	C&Y	35 Caseworker II	2/18/25	Did Not Start
Cirranello, Anthony	District Attorney	20 Law Clerk	3/3/25	New Hire/New Position
Montiel, Susana	Domestic Relations	10 Intake & Locate Specialist	3/17/25	New Hire/Replacement
Gnad, Timothy	Maintenance	3 Custodian	3/10/25	New Hire/Replacement
Miller, Susan	Maintenance	3 Custodian	3/10/25	New Hire/Replacement
Riordan, Kevin	Sheriff	8 Bailiff (unarmed)	2/18/25	New Hire/Replacement
<b>SEPARATIONS:</b>				
Merwarth, Jacqueline	C&Y	35 Casw II	2/14/25	Correct Resignation Salary
Lucykanish, David	Conservation	19 Resource Conservation Specialist	3/7/25	Resigned
Hassan, Tamer	Correctional Facility	CO	2/17/25	Correct Termination Date
Perez, Anthony	Correctional Facility	22 Lieutenant	2/18/25	Retired
Pride, Anesha	District Justices	10 Advanced Tech 43-4-01-Levy-MS/DWG/Smith	2/10/25	Update Resignation Date
Saporito, Frank	Domestic Relations	10 Intergovernmental Specialist	3/14/25	Resigned
Oyola, Manuel	Maintenance	12 Bldg Maint Mech	2/28/25	Non-Retained
<b>CHANGES:</b>				
O'Connor, Iwona	Conservation District	17 Finance Manager	2/10/25	Early RTW
Payne, Jennifer	C&Y	20 Supervisor	1/15/25	Probation Complete
Balla, George	Correctional Facility	CO II	3/3/25	Return From Temp Assignment - 2nd Shift
Doyle, Tara	Correctional Facility	CO II	3/3/25	Shift Change - 1st Shift
Frias, Luciano	Correctional Facility	CO II	3/3/25	Return From Temp Assignment - 2nd Shift
Grunfelder, David	Correctional Facility	CO	3/3/25	Shift Change - 2nd Shift
Hicks, Lars	Correctional Facility	CO	3/3/25	Shift Change - 2nd Shift
Johnson, Margo	Correctional Facility	CO II	2/1/25	Unpaid Suspension
Johnson, Margo	Correctional Facility	CO II	2/21/25	Unpaid Suspension
Macove, David	Correctional Facility	CO	3/3/25	Shift Change - 2nd Shift
Slinger, Bradley	Correctional Facility	CO	3/3/25	Shift Change - 3rd Shift
Whiteman, Eric	Correctional Facility	CO II	3/3/25	Return From Temp Assignment - 3rd Shift
Williams, Denzel	Correctional Facility	CO	3/3/25	Shift Change - 3rd Shift
Williams, Terez	Correctional Facility	CO II	3/3/25	Return From Temp Assignment - 3rd Shift
De Benedetto, Victoria	Courts	16 Court Recorder & Transcriptionist	2/19/25	Extend Probation Until 5/19/25
Riley-Aultman, Sheila	Courts	10 Admin Asst Custody Conciliation	3/17/25	Transfer/Promotion
Johnson, Ashley	District Attorney	13 Trial Director	3/3/25	Promotion
Pollack, Kimberly	Maintenance	3 Painter/Floor Maintenance	2/5/25	Probation Complete
<b>MISCELLANEOUS:</b>				
Approve the request from Mike Mancuso to combine two open PT ADA into one FT ADA and then				
Approve the request from Mike Mancuso to temporarily convert that FT ADA position to a 20 Law Clerk.				
Approve the residual Grade and Title changes per Archer as indicated on the attached spreadsheet				
Adopt the 2025 position and grade listing as attached				

- b) Approve/Ratify Requests to work additional hours:
  - i) Sheriff's Office Overtime Report for the period ending 02/23/2025
    - (1) Deputies – 16.75 hours
    - (2) Security – 105.00 hours
    - (3) Clerks – 7.75 hours

Vice-Chairman Parker asked if a CPQ had been submitted for the position grades in question in the Public Defender's office. Attorney Labar said they had not changed in many years. Vice-Chairman Parker stated he appreciated Attorney Labar's earlier statement. Vice-Chairman Parker stated the action today would get the scheduled increases approved but moving forward there are still things that need to be addressed.

Chairman Christy stated the commissioners will follow up with the items to be addressed pertaining to the salary study.

**M-2025-64** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve/ratify the actions listed below:

- a) Vouchers Payable:
  - i) \$3,108,234.79 dated 02/21/2025
  - ii) \$1,104,560.49 dated 02/28/2025
- b) Gross Payroll:
  - i) \$1,434,657.67 for pay period ending 02/23/2025
- c) Healthcare Benefits Payments:
  - i) Highmark Blue Cross/Blue Shield:
    - (1) \$97,788.06 dated 02/18/2025
    - (2) \$80,661.77 dated 02/25/2025
    - (3) \$10.30 dated 02/25/2025
  - ii) Geisinger:
    - (1) \$102,779.05 dated 02/18/2025
    - (2) \$168,328.31 dated 02/26/2025
    - (3) \$63,277.50 dated 03/03/2025
  - iii) Dental:
    - (1) \$6,808.90 dated 02/18/2025
    - (2) \$7,754.60 dated 02/21/2025
    - (3) \$1,073.00 dated 02/27/2025
    - (4) \$5,793.50 dated 02/28/2025
  - iv) Flexible Spending Account:
    - (1) \$1,686.41 dated 02/18/2025
    - (2) \$154.00 dated 02/18/2025
    - (3) \$1,867.29 dated 02/21/2025
    - (4) \$3,626.45 dated 02/28/2025

**M-2025-65** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve/ratify the Travel Requests for the following: Adult Probation, Area Agency on Aging and Emergency Services.

**M-2025-66** Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to execute a lease agreement with Barrett Township for the period 03/01/2025 – 02/28/2026 with the monthly rent of \$600.00 to be used as a senior center as requested by the Area Agency on Aging.

**M-2025-67** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to appoint Gabrielle Cray to the Pocono Counties Workforce Development Board with a term to expire 6/30/2028 as requested by PA CareerLink Monroe County.

**M-2025-68** Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve the Adoption Assistance Agreement for B.S. as requested by Children and Youth Services.

**M-2025-69** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the actions listed below:

- a) Approve the Budget Adjustment Report dated 03/05/2025 totaling \$1,284,140.00
- b) Approve the use of Courthouse Square and Courthouse Plaza for the America250 PA Founders Day event to be held April 1, 2025

- c) Approve an Inspection Agreement from SSI Fire & Explosion Protection for the 2025 annual maintenance on the FIKE equipment located in the CPU Room in the amount of \$1,442.00
- d) Approve proposal from Monroe County Municipal Waste Authority (The Waste Authority) for the cleanup of the campsites on the county owned property adjacent to Glen Park for a cost not to exceed \$18,200.00
- e) Ratify execution of a Memorandum of Understanding (MOU) with Monroe County Transportation Authority to provide Shared Ride transportation to and from appointments as requested by any individual participating in the Law Enforcement Treatment Initiative Program (LETI) at the current Shared Ride fare structure as shown in the MOU
- f) Add the following Vendors to the County List of Approved Vendors:
  - i) Emergency Management
    - (1) Giant Lock Box, LLC
  - ii) Commissioners (Ratify)
    - (1) Cornerstone Community Initiative
  - iii) Aging
    - (1) Christopher Abbatiello

A meeting attendee asked who makes up the board of directors for the Cornerstone Community Initiative.

Vice-Chairman Parker stated he would provide the information to him after the meeting.

**M-2025-70** Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve the actions listed below as requested by the Correctional Facility:

- a) Approve Amendment No.1 to the Operating Agreement with Aramark Correctional Services, LLC to update breakfast menu at the price set forth in Attachment A of the Agreement for the period 03/01/2025 – 01/01/2026
- b) Approve 2024 FCC Order Compliance Amendment with Securus Technologies, LLC for the period 03/08/2025 through 03/08/2026 at rates per FCC Agreement

**M-2025-71** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve submittal of the 2025-2026 Hazardous Material Response Fund (HMRF) in the amount of TBD to be used to pay for the HazConnect software license for 2026 as requested by the Office of Emergency Management.

**M-2025-72** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the actions below as requested by the Fiscal/Grants Department:

- a) Ratify approval for Grants Manager, Kwanza Smith to electronically sign the FY 2025-2026 RASA & VOJO Grant Contract (2024-CR/VJ-RA/ST-44516 in the amount of \$156,160.00 for the period 01/01/2025-12/31/2025
- b) Ratify approval for Grants Manager, Kwanza Smith to submit Act 2: Emergency Rental Assistance Program (ERAP) Sub-recipient Project Request Form to the Department of Human Services to reallocate ERAP 2 remaining funds in the amount of \$600,000.00 from admin to affordable rental housing

A meeting attendee asked if the ERAP allocation was being used in Monroe County.

Chairman Christy stated the money is being used to refurbish existing units owned by the Monroe County Housing Authority.

Teri Martin asked if these units are like Bridge Street Apartments as she feels many people from out of state with a HUD ticket will flock to Monroe County.

Chairman Christy stated the Bridge Street Apartments are fair market housing they are no longer subsidized housing units, nor are they owned by the Monroe County Housing Authority.

Chief Clerk/Administrator Gress stated the units are existing units in the Housing Authority that are currently occupied, are being refurbished and can be completed under the deadline for funds being spent.

**M-2025-73** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to execute an agreement with the Sherman Theater to rent the building on June 9, 2025, at a cost of \$700.00 to hold the 2025 Judicial Sale as requested by the Tax Claim Bureau.

**M-2025-74** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to reappoint Robert Hay to the MCTA Board with a new term to expire 02/07/2030 as requested by the Transportation Authority.

**M-2025-75** Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve the Capital Purchases Report dated 03/05/2025 as follows:

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
<b>APPROVED CAPITAL:</b>						
Emergency Management	101.4291.9575.0000	Capital Expenditure	3	40' High-Cube Shipping Container	Giant Lock Box - lowest quote	\$ 6,450.00
Sheriff	101.4197.9575.0000	Capital Expenditure	3	Bullet proof vest	Starr Uniform - state contract	3,395.85
<b>TOTAL APPROVED CAPITAL</b>						<b>\$ 9,845.85</b>
<b>REQUESTS WITH TRANSFER: (see Budget Adjustment Report)</b>						
<b>TOTAL REQUESTS W/TRANSFER</b>						<b>\$ -</b>
<b>GRANT FUNDED &amp; OTHER:</b>						
Domestic Relations	157.4187.9575.0000	Capital Expenditure	1	Cross cut shredder	Gov Connection - lowest quote	\$ 2,806.63
<b>TOTAL GRANT FUNDED &amp; OTHER</b>						<b>\$ 2,806.63</b>
<b>TOTAL CAPITAL REQUESTS</b>						<b>\$ 12,652.48</b>

**M-2025-76** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the Computer Purchase Report dated 03/05/2025 as follows:

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
<b>APPROVED CAPITAL:</b>						
<b>TOTAL APPROVED CAPITAL</b>						<b>\$ -</b>
<b>REQUESTS WITH TRANSFER: (see Budget Adjustment Report)</b>						
Controller	101.4133.9575.0000	Capital Expenditure	1	LaserJet Printer	Gov Connection - State Contract	1,605.98
<b>TOTAL REQUESTS W/TRANSFER</b>						<b>\$ 1,605.98</b>
<b>GRANT FUNDED &amp; OTHER:</b>						
<b>TOTAL GRANT FUNDED &amp; OTHER</b>						<b>\$ -</b>
<b>TOTAL CAPITAL REQUESTS</b>						<b>\$ 1,605.98</b>

Vice-Chairman Parker announced that on April 1, 2025, the America250 PA Commission will be hosting Founders Day in Courthouse Square and Courthouse Plaza. The event will include the installation of the first Keystone, entertainment, food trucks and tours of the new courthouse.

Chairman Christy asked if there was any public comment.

Donald Dinero, previously a resident of Monroe County, now a resident of Carbon County stated he was speaking on behalf of widows and widowers and asked the commissioners to consider modifying the mileage rate increase.

Teri Martin spoke about being a widow and taxes in Monroe County. Ms. Martin stated she had to transfer her house to her son because she could not afford to keep it. Ms. Martin stated her hope was that her children, grandchildren and great grandchildren will be able to afford to stay in Monroe County.

Chairman Christy explained the county is only able to receive property taxes unlike the townships and school district who can receive the local earned income tax and realty transfer tax in addition to property taxes.

Vice-Chairman Parker stated he is working on getting information about the possibility of offering a county tax rebate for senior citizens, disabled people as well as widows and widowers and how the rebate would be funded. Vice-Chairman Parker also stated he has spoken to our state representatives and state senator about looking into legislature concerning the possibility of the county being able to enact an income tax to help offset property tax.

Commissioner Laverdure spoke about not having increased the mileage rate for twelve years and moving forward the mileage rate should be adjusted in small increments instead of one or two large increases.

Sheriff Nick Cirranello spoke about staffing issues, salary issues and pension issues.

Jake Jakobsen, Stroudsburg Area School District Board President stated the school taxes not the county taxes are what is hurting people. Mr. Jakobsen did state he felt the taxes should have been raised a small amount each year instead of one large increase. Mr. Jakobsen also spoke about fair funding and that Monroe County receives between twenty and twenty two percent funding from the state for school taxes while other counties in Pennsylvania receive up to fifty percent funding. Mr. Jakobsen stated fair funding has been a major issue in Monroe County for many years.

Janet Dooner spoke about fair funding, the importance of attending county, township and school board meetings. Ms. Dooner thanked the commissioners for allowing so much discussion to take place during this meeting.

Don Kubik stated the same issues that the public defender's office are dealing with are also affecting the correctional facility in reference to the new salary grid.

Chairman Christy stated the commissioners are aware the salary grid is not a perfect document, and the commissioners are aware changes need to be made, and the commissioners are open to changes.

The meeting was adjourned at 10:35 a.m.

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Robert J. Gress, Chief Clerk/Administrator

**M-2025-61 thru M-2025-76**