



MONROE COUNTY BOARD OF COMMISSIONERS  
July 5, 2023

The regular meeting of the Monroe County Board of Commissioners was held Wednesday, July 5, 2023 in the Commissioner's Public Meeting Room at the Monroe County Administrative Center with the following present: Chairman Sharon S. Laverdure, Commissioner John D. Christy, Solicitor John Dunn attended virtually, Chief Clerk/Administrator Greg Christine, Administrative Secretary Cindy Cook. Vice-Chairman John R. Moyer was not in attendance.

Chairman Laverdure called the meeting to order at 9:33 a.m. with a moment of silence and the pledge allegiance to the flag.

Chairman Laverdure asked if there was any public comment on the agenda. Rich Schlemeuss, Executive Director and Peggy Howarth, Executive Director Emeritus from the Monroe County Transportation Authority thanked the Commissioners for approving their budget for the 2023/ 2024 fiscal year. Commissioner Christy thanked both individuals for all their hard work but especially thanked Peggy for being a liaison between the County and PennDOT.

**M-2023-138** Motion by Commissioner Christy, seconded by Chairman Laverdure and carried to approve the minutes of the 6/21/23 Commissioner's Meeting as presented.

**M-2023-139** Motion by Commissioner Christy, seconded by Chairman Laverdure and carried to adopt the following certificates:

Nathan Calhoun – Eagle Scout Certificate  
Robert Dutt – Eagle Scout Certificate  
National Council of Negro Women's – Certificate of Special Recognition

**M-2023-140** Motion by Commissioner Christy, seconded by Chairman Laverdure and carried to approve the actions listed below:

a) Personal Agenda:

NAME:	DEPARTMENT:	POSITION:	DATE:	REASON:	SALARY:		
<b>NEW HIRES:</b>							
Abdiel Cruz Mendez	Career Link	Laborer	6/26/23	Did Not Start	\$ 8,500.00	/hr	
Alexander Santos	Career Link	Laborer	6/26/23	Did Not Start	\$ 8,500.00	/hr	
Angel Gonzalez-Bravo	Career Link	Laborer	6/26/23	Did Not Start	\$ 8,500.00	/hr	
Angela Orach	Career Link	Laborer	6/26/23	Did Not Start	\$ 8,500.00	/hr	
Angelica Velasquez	Career Link	Laborer	6/26/23	Did Not Start	\$ 8,500.00	/hr	
Cathryn Furiosi	Career Link	Supervisor	6/26/23	New Hire	\$ 10,350.00	/hr	
Cesar Garcia	Career Link	Laborer	6/29/23	Did Not Start	\$ 8,500.00	/hr	
Delilah Bynum	Career Link	Laborer	6/26/23	New Hire	\$ 8,500.00	/hr	
Elijah Roberson	Career Link	Laborer	6/26/23	Did Not Start	\$ 8,500.00	/hr	
Franklin Valerio	Career Link	Laborer	6/29/23	Did not Start	\$ 8,500.00	/hr	
Jahma'ree Revenell	Career Link	Laborer	7/10/23	New Hire	\$ 8,500.00	/hr	
Jayllen Gonzalez	Career Link	Laborer	6/26/23	Rehire	\$ 8,500.00	/hr	
Jordan Preg	Career Link	Laborer	7/10/23	New Hire	\$ 8,500.00	/hr	
Kaleb Gerard	Career Link	Laborer	7/10/23	New Hire	\$ 8,500.00	/hr	
Kayla Gerard	Career Link	Laborer	7/10/23	Rehire	\$ 8,500.00	/hr	
Kayla Gonzalez	Career Link	Supervisor	7/10/23	New Hire	\$ 10,350.00	/hr	
Kelsey Jean	Career Link	Laborer	6/26/23	New Hire	\$ 8,500.00	/hr	
Lovely Leblanc	Career Link	Supervisor	6/26/23	Rehire	\$ 10,350.00	/hr	
Madison Berkovics	Career Link	Laborer	6/26/23	New Hire	\$ 8,500.00	/hr	
Madison Parton	Career Link	Laborer	7/10/23	New Hire	\$ 8,500.00	/hr	
Melanie Tejeda	Career Link	Laborer	6/26/23	Did Not Start	\$ 8,500.00	/hr	
Nathan Herold	Career Link	Laborer	6/26/23	New Hire	\$ 8,500.00	/hr	
Nathan Von Broock	Career Link	Laborer	6/26/23	Did Not Start	\$ 8,500.00	/hr	
Ralph Taylor	Career Link	Laborer	6/26/23	Did Not Start	\$ 8,500.00	/hr	
Shakim Felton	Career Link	Supervisor	7/5/23	New Hire	\$ 10,350.00	/hr	
Shawn Herold	Career Link	Laborer	6/26/23	New Hire	\$ 8,500.00	/hr	
Skyler Joly	Career Link	Laborer	6/26/23	New Hire	\$ 8,500.00	/hr	
Tianni Nedd-Paul	Career Link	Laborer	6/26/23	Did Not Start	\$ 8,500.00	/hr	
Victoria Valerio	Career Link	Laborer	6/29/23	Did not Start	\$ 8,500.00	/hr	
Delaney Henasey	Conservation	Laborer - PT	7/11/23	Rehire	\$ 10,409.75	/hr	
Gerald Kanyok	Courts	20 Law Clerk	7/24/23	New Hire/Replacement	\$ 44,898.30	/yr	
Corey Keida	Jail	Sergeant	7/16/23	Rehire/Replacement	\$ 58,911.63	/yr	
Megan Kishbaugh	Maintenance	Custodian	7/5/23	Rehire	\$ 28,111.62	/yr	
Hailey Mager	MDJ 43-3-04	8 Tech	7/10/23	New Hire/Replacement	\$ 28,389.64	/yr	
Jason Leon	PD	Asst Public Defender- PT	6/26/23	Rehire/New Position	\$ 51,414.00	/yr	
Martin Souto-Diaz	PD	Asst Public Defender- PT	7/10/23	Rehire/New Position	\$ 51,414.00	/yr	
Marsha Monteforte	R&R	9 Deputy	7/5/23	New Hire/Replacement	\$ 33,675.75	/yr	
Gary Huertas	Sheriff	19 Deputy	7/17/23	Rehire/Replacement	\$ 47,008.00	/yr	
<b>SEPARATIONS:</b>							
England Smith	Career Link	Laborer	6/29/23	Termed	\$ 8,500.00	/hr	
Juliam Bedoya	Conservation	Laborer	6/16/23	Self-Termed	\$ 10,409.75	/hr	
Joseph Plavid	Courts	20 Law Clerk	7/28/23	Resigned	\$ 45,886.10	/yr	
Alyssa Burke	MDJ 43-2-01	7 Tech	7/7/23	Resigned	\$ 27,331.85	/yr	
<b>CHANGES:</b>							
Alvia Thomas	Career Link	Laborer	7/10/23	Change Start Date	\$ 8,500.00	/hr	
Angel Gonzalez-Bravo	Career Link	Laborer	6/26/23	Change Reason: Rehire	\$ 8,500.00	/hr	
Chase McCarthy	Career Link	Laborer	6/26/23	Change Reason: Rehire	\$ 8,500.00	/hr	
Elijah Cruz Jr.	Career Link	Laborer	7/10/23	Change Start Date	\$ 8,500.00	/hr	
Elijah Simmons	Career Link	Laborer	6/26/23	Change Reason: Rehire	\$ 8,500.00	/hr	
Humza Beyah-Kinchen	Career Link	Laborer	6/26/23	Change Reason: Rehire	\$ 8,500.00	/hr	
Jayden Vasquez-Guerra	Career Link	Laborer	6/26/23	Change Reason: Rehire	\$ 8,500.00	/hr	
Jolie Mrakovicich	Career Link	Laborer	6/26/23	Change Reason: Rehire	\$ 8,500.00	/hr	
Joshuamichael Cooley-Perkins	Career Link	Laborer	6/26/23	Change Reason: Rehire	\$ 8,500.00	/hr	
Julius Martinez	Career Link	Laborer	7/10/23	Change Start Date	\$ 8,500.00	/hr	
Kayla Gonzalez	Career Link	Laborer	7/10/23	Change Start Date	\$ 8,500.00	/hr	
Leo Conklin	Career Link	Laborer	7/10/23	Change Start Date	\$ 8,500.00	/hr	
Liam Munian	Career Link	Laborer	6/26/23	Change Reason: Rehire	\$ 8,500.00	/hr	
Ralph Taylor	Career Link	Laborer	7/10/23	Change Start Date	\$ 8,500.00	/hr	
Sam Dowdy	Career Link	Laborer	6/26/23	Change Reason: Rehire	\$ 8,500.00	/hr	
Sebastian Torres	Career Link	Laborer	7/10/23	Change Start Date	\$ 8,500.00	/hr	
William Thomas	Career Link	Laborer	6/26/23	Change Reason: Rehire	\$ 8,500.00	/hr	
William Thomas	Career Link	Laborer	7/10/23	Change Start Date	\$ 8,500.00	/hr	
Susan Martens	C&Y	33 Fiscal Tech	5/31-11/30/23	LOA Intermittent	\$ 37,911.90	/yr	
Anthony Herda	Conservation	4 Groundskeeper	7/17/23	Transfer/Replacement	\$ 31,075.20	/yr	
Heather Lambert	HR	27 Director	6/28/23	Probation Complete	\$ 90,000.04	/yr	
Dennis Harris	Jail	CO	6/16-12/15/23	LOA Intermittent	\$ 66,352.00	/yr	
EI-Amin Tehran Abdul-Khaleeq	Jail	CO	6/22-12/21/23	LOA Intermittent	\$ 57,299.84	/yr	
Gerald Cox	Jail	CO	5/31-11/30/23	LOA Intermittent	\$ 57,299.84	/yr	
Jason Treantafelo	Jail	21 Lieutenant	6/2-6/7/2023	LOA	\$ 70,948.80	/yr	
Keisha Crawford	Jail	CO	6/1-7/7/23	Extend Mod Duty	\$ 57,299.84	/yr	
Nicholas Virella	Jail	CO	7/1/23	Step Inc-120 Mos Completed	\$ 64,272.00	/yr	
Nicholas Virella	Jail	CO	7/1/23	Shift Diff	\$ 31,900.00	/hr	
Patti Manfre	Jail	18 Treatment Asst	6/21-6/22/23	LOA	\$ 51,446.07	/yr	
Patti Manfre	Jail	18 Treatment Asst	6/23-6/30/23	RTW Mod Duty	\$ 51,446.07	/yr	
Steven Geist	Jail	CO	7/1/23	Step Inc-120 Mos Completed	\$ 64,272.00	/yr	
Steven Geist	Jail	CO	7/1/23	Shift Diff	\$ 31,900.00	/yr	
Aubrey Levy	Maintenance	10 Admin Secretary	6/18-12/17/23	LOA Intermittent	\$ 38,839.42	/yr	
Ellen Dennis	MDJ 43-3-01	10 Advanced Tech	6/10/23	Correct Longevity Bonus Date	\$ 45,000.00	JUD to Base	
<b>LONGEVITY:</b>							
Amanda Treantafelo	Coroner	15 Deputy	7/1/23	Longevity Bonus	\$ 250.00	RES to Base	
Eva Rulapaugh	Courts	18 Court Reporter	7/7/23	Longevity Bonus	\$ 45.00	JUD to Base	
Kelly Koehler	Courts	23 Deputy Court Admin	7/14/23	Longevity Bonus	\$ 250.00	RES to Base	
Lori Fuchs	Courts	18 Court Reporter	7/21/23	Longevity Bonus	\$ 45.00	JUD to Base	
Amy Van Norman	MDJ 43-2-02	10 Adv Tech	7/1/23	Longevity Bonus	\$ 45.00	JUD to Base	
Jill Reuter	MDJ 43-3-04	10 Adv Tech	7/7/23	Longevity Bonus	\$ 45.00	JUD to Base	
John Kowalczyk	PD	17 Investigator	7/16/23	Longevity Bonus	\$ 250.00	RES to Base	
Christine Safran	Prob-Juv	20 Prob Officer Sr	7/11/23	Longevity Bonus	\$ 25.00	APO to Base	
Mateusz Kochan	Sheriff	18 Corporal/Field Training	7/1/23	Longevity Bonus	\$ 250.00	RES to Base	
Michael Cioffi	Sheriff	18 Corporal/Warrant Invest	7/1/23	Longevity Bonus	\$ 250.00	RES to Base	
Rolando Acosta	Sheriff	18 Corporal/Firearms	7/1/23	Longevity Bonus	\$ 250.00	RES to Base	
<b>MISCELLANEOUS:</b>							
Approve the request from President Judge worthing to increase Law Clerks weekly hours to 40 hours at the Grade 20 rate per the Residual Grid							
Approve the request from the President Judge to increase Law Clerks' salaries to \$55,000/yr when they pass the bar.							
Approve the request from the President Judge to add a 22 Director of Pretrial Services/DUI to the Pretrial Services department.							
Approve the request from Cory Doughty, Court Administrator, to change the open Domestic Relations 12 Enforcement Officer to a 12 Accounting Tech Sr until a 12 Accounting Tech Sr. position opens, at which time the need for a 12 Enforcement Specialist position will be reevaluated.							

- b) Approve/Ratify Requests to work additional hours:
  - i) Sheriff's Office Overtime Report for the period ending 6/18/23:
    - (1) Deputies – 48.50 hours
    - (2) Security – 19.75 hours
    - (3) Clerks – 7.75 hours

**M-2023-140-A** Motion by Commissioner Christy, seconded by Chairman Laverdure and carried to approve the actions listed below:

- a) Vouchers Payable:
  - i) \$3,864,936.16 for the week ending 6/23/23
  - ii) \$1,201,883.90 for the week ending 6/30/23
- b) Gross Payroll:
  - i) \$1,392,466.01 for the period ending 6/18/23
- c) Healthcare Benefits Payments:
  - i) Highmark Blue Cross/Blue Shield:
    - (1) \$87,207.98 on 6/20/23
    - (2) \$88,516.45 on 6/27/23
  - ii) Geisinger:
    - (1) \$141,238.06 on 6/20/23
    - (2) \$5,635.32 on 6/20/23
    - (3) \$97,023.55 on 6/27/23
  - iii) Dental Claims:
    - (1) \$5,241.56 on 6/20/23
    - (2) \$3,919.24 on 6/26/23
    - (3) \$6,895.75 on 6/30/23
    - (4) \$1,056.35 on 6/30/23
  - iv) Flexible Spending Account:
    - (1) \$15.45 on 6/27/23
  - v) ConnectYourCare:
    - (1) \$1,097.05 on 6/20/23
    - (2) \$964.53 on 6/26/23
    - (3) \$2,426.74 on 6/30/23

Using M-2023-140A to correct an error in motion numbers assigned by Administrative Secretary Cindy Cook.

**M-2023-141** Motion by Commissioner Christy, seconded by Chairman Laverdure and carried to approve/ratify the attached travel request report for the following departments: Aging, Conservation District, Controller and Emergency Services.

**M-2023-142** Motion by Commissioner Christy, seconded by Chairman Laverdure and carried to approve the actions listed below, as requested by Children and Youth Services:

- a) Execute the following Adoption Assistance Agreements:
  - i) A.G.
  - ii) K.W.
- b) Reappoint Vicki Cobb to the Advisory Board with a term to expire 5/31/26
- c) Execute the following Purchase of Service Agreements for the period of 7/1/23 through 6/30/24:
  - i) Community Services Foundation - \$90,000.00
  - ii) New Way Youth Services - \$150,000.00
  - iii) The Impact Project, Inc. - \$75,000.00
  - iv) Faith, Hope & Charity Foster Care Agency, Inc. - \$90,000.00
  - v) Outside In School of Experimental Education, Inc. - \$120,000.00
- d) Execute a Professional Services Contract with JusticeWorks YouthCare for the period of 7/1/23 through 6/30/23 in the amount of \$500,000.00
- e) Execute an amendment to a Purchase of Service Agreement with BI, Inc., to extend their contract through 12/6/23

**M-2023-143** Motion by Commissioner Christy, seconded by Chairman Laverdure and carried to approve the actions listed below:

- a) Ratify the Budget Adjustment Report dated 6/29/23 totaling \$500,000.00
- b) Approve the Budget Adjustment Report dated 6/26/23 totaling \$132,363.00
- c) Ratify authorization for the Chief Clerk to advertise an RFP for Inmate Medical Services at the Correctional Facility
- d) Acknowledge receipt of the one year option renewal of the Federal Award for the Monroe County Careerlink, in the amount of \$2,387,025.00 for the term ending 6/30/24
- e) Ratify the 2023/2024 Fiscal Year Budgets as follows:

- i) Children & Youth \$ 19,000,799
  - ii) Area Agency on Aging 3,865,152
  - iii) Grants Administration Dept. 84,041
  - iv) State Food Purchase Program 264,407
  - v) Human Service Development Fund 93,807
  - vi) Homeless Assistance Program 50,195
  - vii) Emergency Solutions Grant 22-24 269,414
  - viii) MCTA 918,325
  - ix) Career Link 995,855
- f) Ratify approval of the following Change Orders for the Ramsey School Project:
- i) CMG - \$5,493.32 - Restroom floor prep and demolition
  - ii) CMG - \$15,508.42 – Final Cleaning of Building
  - iii) CMG - \$23,233.23 – Restroom alterations
  - iv) CMG - \$27,458.31 – Outside railing remodel
- g) Add the following vendors to the County List of Approved Vendors:
- i) Assessment:
    - (1) Capital Surveying Supplies
  - ii) Aging:
    - (1) Donald Bell
  - iii) Commissioners (Courthouse Project):
    - (1) Global Furniture Group
    - (2) Seating Inc.

**M-2023-144** Motion by Commissioner Christy, seconded by Chairman Laverdure and carried to approve the action listed below as requested by the Monroe County Redevelopment Authority:

- a) Approve a request to grant Act 152 Demolition Funds to the Authority in the amount of \$20,025.79 for the demolition of property located at 251 Forest Lane, Jackson Township.

**M-2023-145** Motion by Commissioner Christy, seconded by Chairman Laverdure and carried to ratify the Capital Purchase report dated 6/23/23 as follows:

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
<b>APPROVED CAPITAL:</b>						
<b>TOTAL APPROVED CAPITAL</b>						\$ -
<b>REQUESTS WITH TRANSFER: (see Budget Adjustment Report)</b>						
<b>TOTAL REQUESTS W/TRANSFER</b>						\$ -
<b>GRANT FUNDED &amp; OTHER:</b>						
Planning	101.4171.4510.7144.0000	Field Expenses	4	Official sized soccer goals	Amazon - Lowest Quote	1,099.96
<b>TOTAL GRANT FUNDED &amp; OTHER</b>						\$ 1,099.96
<b>TOTAL CAPITAL REQUESTS</b>						\$ 1,099.96

Commissioner Christy noted the soccer goals were for the soccer fields in Hamilton Township.

**M-2023-146** Motion by Commissioner Christy, seconded by Chairman Laverdure and carried to ratify the Computer Capital Purchases Report dated 6/29/23 as follows:

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
<b>APPROVED CAPITAL:</b>						
<b>TOTAL APPROVED CAPITAL</b>						\$0.00
<b>REQUESTS WITH TRANSFER: (see Budget Adjustment Report)</b>						
<b>TOTAL REQUESTS W/TRANSFER</b>						\$0.00
<b>GRANT FUNDED &amp; OTHER:</b>						
Children & Youth Independent Living	751.4426.6025.4620.0340	Service Supplies	10	10 Dell latitude laptops	Dell - State Contract	\$9,359.00
<b>TOTAL GRANT FUNDED &amp; OTHER</b>						9,359.00
<b>TOTAL CAPITAL REQUESTS</b>						\$9,359.00

Commissioner Christy stated this purchase was for 10 laptops for the Children and Youth's Independent Living program.

Chairman Laverdure asked if there was any public comment. A question was asked about obtaining an itemized list of county expenses. Commissioner Christy and Chief Clerk/Administrator Greg Christine explained the different options of obtaining the documentation.

The meeting was adjourned at 9:45 a.m.

---

Greg Christine, Chief Clerk/Administrator

**M-2023-138 thru M-2023-146**

## TRAVEL REQUEST REPORT

Travel ID	Travel Date(s)	Traveler(s)	Destination	Purpose of Travel	Est. Costs
<b>AREA AGENCY ON AGING</b>					
2023-0148	09/11/2023 -- 09/14/2023	Vecchio, Michelle	Harrisburg	Mandatory Protective Services Training	\$635.57
2023-0156	07/05/2023 -- 07/05/2023	Megargle, Mary Claire	Wayne Co Chamber of Commerce	Unemployment hearing	\$0.00
<b>CONSERVATION DISTRICT</b>					
2023-0155	07/12/2023 -- 07/13/2023	OC Hearthstone	Bethlehem, PA (Northampton County)	Environmentally Sensitive Maintenance training- Center for Dirt and Gravel Road Studies	\$0.00
2023-0154	07/19/2023 -- 07/20/2023	Kristina Heaney	Grantville, PA	PACD/SCC Annual Conference	\$0.00
<b>CONTROLLER</b>					
2023-0151	07/23/2023 -- 07/27/2023	Merhige, Marlo	Montgomery County	PSACC Annual Summer Conference	\$1,160.60
<b>EMERGENCY SERVICES</b>					
2023-0153	06/28/2023 -- 06/28/2023	Keegan, Maryellen	Northampton County EMA, 100 Gracedale Avenue, Nazareth, PA 18064	Discuss OnSolve 1 and how the use of it would benefit Monroe County	\$0.00