



MONROE COUNTY BOARD OF COMMISSIONERS
AGENDA
June 20, 2024

Open meeting

Moment of Silence and Pledge of Allegiance

9:30 am Monroe County Redevelopment Authority First Public Hearing for Monroe County on Behalf of East Stroudsburg and Stroudsburg Boroughs for FFY 2024 Community Development Block Grant (CSBG)

Corrections to the Duplicate, Cindy Treible, Chief Assessor

Public Comment – Agenda Items Only

Amend Motion 2024-179 dated 06/05/2024 to change the recommended bid alternatives for the Water Tank Replacement to Options 1 and 6 and Option 2

OLD BUSINESS

Approve the minutes of the 06/05/2024 Commissioners' Meeting

PROCLAMATIONS AND CERTIFICATES

Terra Greens Golf Course – 60th Anniversary
Margaret A. Howarth – Retirement MCTA Executive Director
David Fairservice – 50 years employment with Coolbaugh Township
Coolbaugh Township Municipal Park – 50th Anniversary
Chestnuthill Township Little Mexico Trailhead Completion – Ribbon Cutting

NEW BUSINESS

1) Personnel:

- a) Agenda:
- b) Approve/Ratify Requests to work additional hours:
 - i) Sherrif Office Overtime Report for the period ending: 06/02/2024
 - (1) Deputies – 36 hours
 - (2) Security –124.25 hours
 - (3) Clerks -.25 hours

2) Electronic Financial Transactions (Ratify):

- a) Vouchers Payable:
 - i) \$883,983.66 for week ending 06/07/2024
 - ii) \$942,389.82 for week ending 06/14/2024
- b) Gross Payroll:
 - i) \$1,397,357.88 for the period ending 06/02/2024
 - ii) \$1,422,049.14 for the period ending 06/16/2024
- c) Healthcare Benefits Payments:
 - i) Highmark Blue Cross/Blue Shield:
 - (1) \$82,608.96 on 06/05/2024
 - (2) \$46,895.28 on 06/11/2024
 - (3) \$170,137.30 on 06/18/2024
 - ii) Geisinger:
 - (1) \$86,329.17 on 06/03/2024
 - (2) \$99,237.69 on 06/10/2024
 - (3) \$8,741.27 on 06/13/2024
 - (4) \$46,392.65 on 06/18/2024
 - iii) Dental Claims:
 - (1) \$9,509.97 on 06/10/2024
 - (2) \$6,090.85 on 06/14/2024

- iv) Flexible Spending Account:
 - (1) \$3,694.24 on 06/07/2024
 - (2) \$156.75 on 06/14/2024
 - (3) \$1,348.88 on 06/14/2024

3) Travel Authorizations (Approve/Ratify):

- a) Approve/Ratify the Travel Request Report – Assessment, Conservation District, Prothonotary/Clerk of Courts and Vector Control

4) Area Agency on Aging:

- a) Approve agreement with ESU for DWP Efficacy Project 2024 authorizing AAA Director, Mary Claire Megargle to sign for the program

5) Children and Youth Services:

- a) Execute a Purchase of Service Agreement with Phoenix House for the period 07/01/2023 through 06/30/2024 in the maximum amount of \$335,000.00

6) Commissioners’ Office:

- a) Approve the Budget Adjustment Report dated 6/17/2024 totaling \$518,108.00
- b) Ratify authorization for the Chief Clerk/Administrator to advertise the First Public Hearing for Monroe County and on behalf of East Stroudsburg and Stroudsburg Borough for the FFY 2024 CDBG Program
- c) Ratify Change Order with Lobar Construction Co. #GC-021 in the total amount of an additional \$76,796.60 for changes to the AV/IT room, added footing step, temporary wall, footing over excavation, revised renovation work, additional work, concrete piers, added floor support, added ceiling and soffit, added insulation, wall tile and painting chair rail and base
- d) Approve Change Order with Berkley Insurance Company #HVACC-010 in the total amount of an additional \$28,015.00 for changes adding refrigerant valves and installation of electric heaters
- e) Ratify agreement with Super Heat Inc. in the amount of \$6,818.70 for replacement of the VFD on the Cooling Tower at the Administrative Center
- f) Accept a proposal from Nauman Inc. to replace the Air Conditioning System in the Planning Commission 4th floor (front office) at 701 Main Street in the amount of \$13,118.00 (lowest of three (3) quotes)
- g) Execute a Business Associate Agreement with MadScripts, LLC to provide voluntary prescription program to eligible county employees
- h) Approve the 2024/2025 Fiscal Year Budgets as follows:

Children & Youth	\$ 20,572,424
Area Agency on Aging	3,745,990
Grants Administration Dept.	141,374
State Food Purchase Program	258,831
Human Service Development Fund	94,507
Homeless Assistance Program	50,195
MCTA	1,072,544
Career Link	<u>1,026,144</u>
Total 2024/25 Fiscal Year Budgets	<u>\$ 26,962,009</u>

- i) Add the following Vendors to the County List of Approved Vendors:
 - i) Correctional Facility
 - (1) Nehemiah Sober Living
 - ii) Aging
 - (1) Karin Sunderland
 - (2) C’Les Dee Mecklin
 - iii) Commissioners
 - (1) American Program Bureau, Inc

7) Conservation District:

- a) Acknowledge receipt of the financial statement audit for the period ended December 31, 2023

8) Grants:

- a) Approve \$5,200.00 additional Homeless Assistance Program allocation to Pocono Area Transitional Housing for the fiscal year 2023-2024

- b) Ratify authorization for the Grant Manager, Jennifer Strauch to electronically submit the FY 24 Byrne Discretionary Community Project Grants in the amount of \$1,009,000.00 to be used for Monroe County Safety First Network Phase I: Two-way Infrastructure Replacement
- c) Approve the 2024-2025 Homeless Assistance Program (HAP) and Human Services Development Fund (HSDF) sub-recipient allocations as listed below:

HAP Allocation 2024-2025

Family Promise of Monroe County	- Emergency Shelter Services	-	\$10,294
Pocono Transitional Area Housing	- Bridge Housing Services	-	\$10,294
The Salvation Army of Monroe County	- Emergency Shelter Services	-	\$10,294
Resources for Human Development	- Case Management		\$4,000
Women’s Resources of Monroe County, Inc.	- Emergency Shelter Services	-	\$10,294
TOTAL			\$45,176

HSDF Allocation 2024-2025

CMP MH/DS	- Adult Services	-	\$48,000
Sights for Hope	- Generic Services	-	\$10,157
Pocono Services for Families & Children	- Children & Youth	-	\$26,000
TOTAL			\$84,157

- d) Approve the 2023-2024 State Food Purchase Program sub-recipient additional allocations totaling \$20,891.00 as listed below:

Bushkill Outreach	\$	2,745	
Pleasant Valley Ecumenical Network	\$	6,145	
Pocono Mountain Ecumenical	\$	3,000	
St. Matthews Catholic Church	\$	6,001	
TOP of the Mountain	\$	3,000	
2023-2024 SFPP Total		\$	20,891

- e) Approve Pennsylvania State Police 2024-25 Automobile Theft/Motor Vehicle Insurance Fraud Grant in the amount of \$130,332.00
- f) Approve the HSDF Additional Allocation to Carbon-Monroe-Pike Mental Health and Developmental Services totaling \$1,050.00
- g) Execute the ACT 24 Emergency Rental Assistance Program-round 2 (ERAP2) Recipient Agreement with the Monroe County Housing Authority totaling \$1,600,000.00 for gas line replacement
- h) Execute the ACT 24 Emergency Rental Assistance Program-round 2 (ERAP2) Recipient Agreement with Family Promise of the Poconos, Inc. \$690,000.00 for purchase of 3 homes

- i) Approve the Emergency Solution Grant 2023-25 Sub-recipient Contracts in the amount of \$196,930.00 (\$189,550.00 Agencies, \$7,380.00 Administrative Fees) as follows:

Emergency Shelter -	Family Promise	Operations & Essential Services	\$ 50,635
Emergency Shelter -	Resources for Human Development	Operations & Essential Services	\$ 30,500
Emergency Shelter -	Stroudsburg Wesleyan Church	Operations	\$ 10,000
Street Outreach -	Resources for Human Development	Case Management & Essential Services	\$ 25,000
Homelessness Prevention-	Family Promise	Services, Financial & Rental Assistance	\$ 18,353
Rapid Rehousing -	Family Promise	Services, Financial & Rental Assistance	\$ 55,062
Total			\$189,550

9) Capital Outlay Purchases:

- a) Ratify Capital Purchase dated June 13, 2024, totaling \$3,652.98
- b) Approve Capital Purchase dated June 13, 2024, totaling \$1,022,234.27

10) Computer Capital Purchases:

- a) Approve the Computer Capital Purchase Report dated 6/14/2024, totaling \$13,820.20
- b) Ratify the Computer Capital Purchase Report dated 6/13/2024, totaling \$13,913.28

Miscellaneous

Public Comment

Other Meetings

Salary Board 11:00 a.m.
 Retirement Board 1:30 p.m.