



MONROE COUNTY BOARD OF COMMISSIONERS

AGENDA

March 15, 2023

Open meeting

Moment of Silence and Pledge of Allegiance

Public Comment – Agenda Items Only

Corrections to the Duplicate – Cindy Treible, Chief Assessor

**OLD BUSINESS**

1. Approve the minutes of the 3/1/23 Commissioners' Meeting
2. Amend Motion M2023-58 to reflect an increase in the cost of a refrigerator to \$779.00

**PROCLAMATIONS AND CERTIFICATES**

Linda Woehrlé – 41 Years of Service as Tobyhanna Tax Collector

**NEW BUSINESS**

**1) Personnel:**

- a) Agenda:
- b) Approve/Ratify Requests to work additional hours:
  - i) Sheriff's Office Overtime Report for the period ending 2/26/23:
    - (1) Deputies – 34.25 hours
    - (2) Security – 16.25 hours
    - (3) Clerks – 3.00 hours

**2) Electronic Financial Transactions (Ratify):**

- a) Vouchers Payable:
  - i) \$2,568,009.55 for the week ending 3/3/23
  - ii) \$882,106.12 for the week ending 3/10/23
- b) Gross Payroll:
  - i) \$1,324,778.66 for the period ending 2/26/23
- c) Healthcare Benefits Payments:
  - i) Highmark Blue Cross/Blue Shield:
    - (1) \$107,970.42 on 3/1/23
    - (2) \$147,737.21 on 3/7/23
  - ii) Geisinger:
    - (1) \$48,587.61 on 2/28/23
    - (2) \$50,587.13 on 3/7/23
  - iii) Dental Claims:
    - (1) \$1,047.10 (admin. fee)
    - (2) \$3,922.50 on 3/6/23
  - iv) Flexible Spending Account:
    - (1) \$15.45 on 2/28/23
  - v) ConnectYourCare:
    - (1) \$2,185.75 on 3/6/23
    - (2) \$5,328.18 on 2/24/23

**3) Travel Authorizations (Approve/Ratify):**

- a) Approve/Ratify the Travel Request Report – Conservation District, Emergency Services and Veteran's Affairs

**4) Children & Youth Services:**

- a) Execute a Subsidy Agreement for Permanent Legal Custodian for H.K.
- b) Execute the following Adoption Assistance Agreements:
  - i) C.S.
  - ii) R.H.

- c) Execute a Purchase of Service Agreement for the period of 7/1/222 through 6/30/23 with Carson Valley Children’s Aid in the amount of \$260,000.00

**5) Commissioners’ Office:**

- a) Approve the Budget Adjustment Report dated 3/9/23 totaling \$1,857,156.00
- b) Approve the following requests to use Courthouse Square:
  - i) Monroe Farmers Market Egg Hunt on 4/1/23 between 10 a.m. and Noon
  - ii) Pocono Area Transitional Housing PATH Walk on 5/7/23 between 11 a.m. and 4 p.m.
  - iii) JNESO Labor Union (LVN-Pocono RN’s) to hold a rally on 5/11/23 at Noon
- c) Ratify authorization to submit a Keystone Historic Preservation Grant application to the PA Historical & Museum Commission, in the amount of \$50,000.00 to perform a feasibility study on the old jail and former Detective’s Center and further authorize the Grants Office to sign electronically on behalf of the Commissioners
- d) Ratify a Service Proposal with Clear Ballot Group, Inc. in the amount of \$8,500.00 to provide election support services prior to and on election day in the County Elections Office
- e) Execute Change Order Number 1 with North End Electric, Inc. in the amount of \$3,490.00 (ADD) to repair a roof mounted exhaust fan on the Safety Center Re-wiring Project
- f) Execute an Addendum to Service Agreement with Maximus Consulting Services to extend their Agreement to August 31, 2025 for the County’s Cost Allocation Plan for a total amount of \$17,300.00
- g) Ratify the following Change Orders for the Ramsey School Project:
  - i) CO No. 3 - George J. Hayden, Inc. - \$45,576.00 – Emergency Lighting and additional power outlets
  - ii) CO No. 1 – JBM mechanical - \$13,408.00 – condensate pumps and core drilling
  - iii) CO No. 4 – George J. Hayden, Inc. - \$2,442.00 – Connections for Analog Voicelines
- h) Acknowledge receipt of the 2022 Monroe County Planning Commission Report
- i) Ratify Authorization for submission of the 2023-2025 VOCA Grant to the PA Commission on Crime and Delinquency in the amount of \$157,272.00 and further authorize the grants manager to sign electronically on behalf of the Commissioners
- j) Execute a Labor Agreement with Teamsters Local 773 (Corrections Officers) for the period of 1/1/22 through 12/31/24
- k) Add the following vendors to the County List of Approved Vendors:
  - i) MCCF:
    - (1) Controlled Force
    - (2) ALS-PACEM Defense
  - ii) FISCAL:
    - (1) Pennsylvania Gaming Control Board

**6) Monroe County Correctional Facility:**

- a) Execute a Letter of Agreement with Woman’s Resources of Monroe County to allow the agency to continue to provide resources to inmates regarding sexual assault

**7) Monroe County Emergency Services:**

- a) Approve the 2023 Monroe County Emergency Operations Plan
- b) Execute the PA Hazard Mitigation Program Grant Agreement for the period of 8/6/22 through 9/5/25, in the amount of \$157,500.00, to be used for hazard mitigation measures

**8) Redevelopment Authority of Monroe County:**

- a) Adopt a Resolution on the 2022 CDBG Program to allow the Borough of East Stroudsburg to modify its application to delete Crystal Street improvement activities and shift the dollars to Housing Rehabilitation
- b) Execute a Seventh Amendment to Loan Agreement to extend the loan with Pocono Mountains Industries on the IBW property in East Stroudsburg to March 1, 2025

**9) Capital Outlay Purchases:**

- a) Approve the Capital Purchases Report dated 3/9/23 totaling \$1,461.91

**Miscellaneous**

**Public Comment**

**Other Meetings**

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