



MONROE COUNTY BOARD OF COMMISSIONERS

AGENDA

August 19, 2020

Open meeting

Moment of Silence and Pledge of Allegiance

Corrections to the Duplicate – Cindy Treible

Public Comment – Agenda Items Only

**OLD BUSINESS**

Approve the minutes of the 8/5/20 Commissioners' Meeting

**PROCLAMATIONS AND CERTIFICATES:**

September 2020 -Suicide Awareness and Prevention Month

**NEW BUSINESS**

**1) Personnel:**

- a) Agenda:
- b) Approve/Ratify Requests to work additional hours:
  - i) Assessment Office:
    - (1) Five hours of overtime, each week from 8/10/20 through 9/30/20 for Deborah Storman and Susan Felker
  - ii) Treasurer's Office:
    - (1) Five hours of overtime for the week of 8/9/20 for Candy Burger, Sherri Frisbie, Steph Chieffo and Lorrie DeHaven
  - iii) Sheriff's Office Overtime Report for the period ending 8/2/20:
    - (1) Deputies – 55.00 hours
    - (2) Security – 19.50 hours
    - (3) Clerks – 0.88 hours
  - iv) Voter Registration/Elections:
    - (1) Up to one hour per day effective 8/17/20 to 11/6/20 for Penny Robson, Mary Dunkleberger Kathy Cesare, Jason Demsey and James Juarbe

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

- a) Vouchers Payable:
  - i) \$1,987,637.41 for the week ending 8/7/20
  - ii) \$738,230.32 for the week ending 8/14/20
- b) Gross Payroll:
  - i) \$1,138,516.26 for the period ending 8/2/20
- c) Healthcare Benefits Payments:
  - i) Highmark Blue Cross/Blue Shield:
    - (1) \$123,818.26 on 8/14/20
  - ii) Geisinger:
    - (1) \$49,783.46 on 8/3/20
    - (2) \$123,968.70 on 8/10/20
    - (3) \$17,560.65 on 8/12/20
  - iii) Dental Claims:
    - (1) \$4,941.43 on 8/7/20
    - (2) \$6,381.47 on 8/14/20
  - iv) Flexible Spending Account:
    - (1) \$477.03 on 8/14/20
  - v) ConnectYourCare:
    - (1) \$209.75 on 8/5/20
    - (2) \$1,216.90 on 8/7/20

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

- a) Approve/Ratify the Travel Request Report for Assessment and Conservation District

**4) Monroe County Children & Youth Services:**

- a) Execute an Amendment to the 2019-2020 Purchase of Service Agreement with Midatlantic Youth Services Corporation to increase their per diem an additional \$30.00 to address increased costs due to COVID in a secure setting
- b) Execute the following Purchase of Service Agreements for the period of 7/1/19 through 6/30/20:
  - i) National Mentor Healthcare d/b/a Pennsylvania Mentor - \$200,000.00
  - ii) Diversified Treatment Alternative Centers - \$500,000.00
- c) Execute the following Purchase of Service Agreements for the period of 7/1/20 through 6/30/21:
  - i) Adelphoi Village, Inc. - \$600,000.00
  - ii) People R Us Community Residential Services - \$100,000.00
- d) Rescind the Adoption Assistance Agreement for D.S. at the request of the prospective adoptive parents

**5) Commissioners' Office:**

- a) Approve the Budget Adjustment Report dated 8/13/20 totaling \$270,066.00
- b) Ratify Execution of the Cooperative Agreement Under Title IV-D of the Social Security Act to administer the Domestic Relations Department IV-D Child Support Enforcement Program for the period of 10/1/20 through 9/30/25
- c) Ratify authorization for the Chief Clerk to advertise the following:
  - i) Notice to Bidders for the installation of dividers and doors in various offices in the Administration Center
  - ii) Notice to bidders for ballot printing and mail order services for the 2020 General Election
  - iii) Notice of a public meeting on 8/21/20 for the Children & Youth 2020/2021 Implementation Budget and 2021/2022 Needs Based Plan and Budget
- d) Authorize the County Treasurer to open a bank account with ESSA Bank for C&Y Social Security Beneficiaries
- e) Execute a Client Agreement with SwiftMD for telemedicine services to County employees at a rate of \$5.50 PEPM
- f) Ratify execution of an Agreement of Sale with PNC Bank National Association in the amount of \$785,000.00 (appraised number) to purchase the PNC Bank located at 43 North Sixth Street, Stroudsburg, to be used for the Courthouse Expansion Project
- g) Approve the 2019 Bridge Maintenance & Repair Project Change Order Number One with E.F. Possinger & Sons, Inc., in the amount (add) of \$1,649.34 to allow for additional asphalt quantities
- h) Adopt a Declaration of Disaster Emergency as a result of the recent flooding in the County
- i) Ratify acceptance of a proposal from EHC Associates, Inc. in the amount of \$3,250.00, to complete a Phase 1 Environmental Site Assessment of the PNC Bank Property
- j) Approve the Emergency Solutions Grant Coronavirus Grant in the amount of \$381,761.00 and authorize the Fiscal Director to electronically sign the agreement on behalf of the County
- k) Accept a proposal from The Archer Company, LLC., in the amount of \$20,000.00 to perform an updated comprehensive classification and compensation study for the County
- l) Appoint the following to the Community Services Advisory Board (CSAB):
  - i) Community Representatives:
    - (1) DeMecia Wooten-Irizarry
    - (2) Christopher McCabe
  - ii) Low Income Representative:
    - (1) Mary Claire Megargle
- m) Execute the Human Services Development (HSDF) Fund Sub-Recipient contracts for the 2020-2021 Fiscal Year as indicated below:
  - i) CMP MH/DS - Adult Services - \$48,000
  - ii) Center for Vision Loss - Generic Services - \$ 7,085
  - iii) Pocono Mountains United Way - Generic Services - \$ 3,915
  - iv) Pocono Services for Families & Children - Children & Youth - \$25,157
- n) Add the following vendors to the County List of Approved Vendors:
  - i) Jerry W. Payne – Aging
  - ii) Gary's Meat Market – Fiscal
  - iii) Romaine Companies – Jail
  - iv) CAP Systems, Inc. - Fiscal

**6) Monroe County Transportation Authority:**

- a) Approve the Medical Assistance Transportation Program (MATP) 4<sup>th</sup> Quarter Report in the amount of \$66,645.00

**7) Monroe County Emergency Services:**

- a) Nominate Stephanie Pinho of BioSpectra for membership to the Local Emergency Planning Committee
- b) Accept a three year proposal from Core Power in the total amount of \$7,134.60 for the annual maintenance and support of the battery back-up system at the Public Safety Center (subject to the Solicitor's changes)

**8) Capital Outlay Purchases:**

- a) Ratify the Capital Purchases Report dated 8/13/20 totaling \$4,346.00
- b) Approve the Capital Purchases Report dated 8/13/20 totaling \$8,682.99

**9) Computer Capital Purchases:**

- a) Ratify the Computer Capital Purchases Report dated 8/13/20 totaling \$68,471.03
- b) Approve the Computer Capital Purchases Report dated 8/13/20 totaling \$45,541.14

**Miscellaneous**

**Public Comment**

**Other Meetings**

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