



MONROE COUNTY BOARD OF COMMISSIONERS
AGENDA
October 7, 2020

Open meeting

Moment of Silence and Pledge of Allegiance

Public Comment – Agenda Items Only

Final Public Hearing for the 2020 Community Development Block Grant (CDBG) Program – Martha Robbins

OLD BUSINESS

1. Approve the minutes of the 9/16/20 Commissioners' Meeting
2. Ratify the opening of bids on 9/15/20 for the 2020 Bridge Maintenance and Repair Project, as follows:
 - a. E.F. Possinger & Sons, Inc. - \$86,088.58
 - b. Fabcor, Inc. - \$65,400.00

PROCLAMATIONS AND CERTIFICATES - NONE

NEW BUSINESS

1) Personnel:

- a) Agenda:
- b) Approve/Ratify Requests to work additional hours:
 - i) Sheriff's Office Overtime Report for the period ending 9/13/20:
 - (1) Deputies – 39.50 hours
 - (2) Clerks – 4.20 hours
 - (3) Security – 27.50 hours
 - ii) Sheriff's Office Overtime Report for the period ending 9/27/20:
 - (1) Deputies – 24.25 hours
 - (2) Clerks – 29.50 hours
 - (3) Security – 8.75 hours

2) Electronic Financial Transactions (Ratify):

- a) Vouchers Payable:
 - i) \$432,972.91 for the week ending 9/18/20
 - ii) \$861,108.98 for the week ending 9/25/20
 - iii) \$2,857,213.40 for the week ending 10/2/20
- b) Gross Payroll:
 - i) \$1,169,039.78 for the period ending 9/13/20
 - ii) \$1,139,485.31 for the period ending 9/27/20
- c) Healthcare Benefits Payments:
 - i) Highmark Blue Cross/Blue Shield:
 - (1) \$107,403.81 on 9/15/20
 - (2) \$16,346.59 on 9/22/20
 - (3) \$146,246.42 on 9/29/20
 - ii) Geisinger:
 - (1) \$38,428.94 on 9/15/20
 - (2) \$16,934.61 on 9/18/20
 - (3) \$42,459.20 on 9/22/20
 - (4) \$61,654.30 on 9/29/2
 - iii) Dental Claims:
 - (1) \$5,504.42 on 9/18/20
 - (2) \$6,077.94 on 9/25/20
 - (3) \$1,284.80 (admin. fee)

- (4) \$2,858.51 on 10/2/20
- iv) Flexible Spending Account:
 - (1) \$180.00 on 9/22/20
 - (2) \$72.10 on 9/25/20
- v) ConnectYourCare:
 - (1) \$640.27 on 9/18/20
 - (2) \$208.90 on 9/21/20
 - (3) \$1,089.51 on 9/25/20
 - (4) \$847.98 on 12/2/20

3) Travel Authorizations (Approve/Ratify):

- a) Approve/Ratify the Travel Request Report – Conservation District and Planning

4) Monroe County Children & Youth Services:

- a) Ratify submission of the Fourth Quarter 2019/2020 Fiscal Report indicating total spending in the amount of \$17,954,765.00
- b) Execute a Child Welfare Education for Leadership (CWEL) Program Agreement with the University of Pittsburgh and Adrianna Lynnann Stares to enable her to receive an advanced degree while continuing to work at the agency
- c) Execute the following Subsidy Agreements for Permanent Legal Custodian:
 - i) N.D.
 - ii) S.I.
- d) Execute an Adoption Assistance Agreement for C.A.
- e) Appoint the following to the Children & Youth Advisory Board, with terms to expire 10/31/23:
 - i) Heather Garrison
 - ii) Damary M. Bonilla-Rodriguez
 - iii) Donna Watson
- f) Reappoint Annette Atkinson to a new term on the Advisory Board, expiring 3/31/23

5) Commissioners' Office:

- a) Ratify the Budget Adjustment Report dated 9/30/20 totaling \$519,600.00
- b) Approve the Budget Adjustment Report dated 9/30/20 totaling \$1,177,984.00
- c) Ratify Award of the bid for the 2020 Bridge Maintenance Program to Fabcor, Inc., (Lowest Bidder) in the amount of \$65,250.00
- d) Ratify authorization for the Chief Clerk to advertise the following:
 - i) Notice of 2021 Budget Hearings on 9/22/20, 9/23/20, 9/24/20 and 9/29/20 at 10:00 a.m.
 - ii) Notice to bidders for the Infrastructure Upgrade Wiring Project
 - iii) Notice of an auction sale of County and confiscated vehicles on 10/23/20
 - iv) Notice to bidders for the 2021-2025 tax mailers
- e) Authorize the Chief Clerk to hold an auction sale of County and confiscated vehicles on 10/23/20
- f) Approve a request from Woman's Resources of Monroe County to use Courthouse Square on 10/20/20 at 6 p.m. for their annual Candlelight Vigil
- g) Authorize the Treasurer to open a bank account with ESSA Bank to be used as an escrow account for the Blighted Properties Fund
- h) Accept a quote from Top Coat Painting in the amount of \$7,650.00 to paint the Coroner's Office siding.
- i) Ratify Execution of the following Act 24 CARES Coronavirus County Relief Fund Recipient Agreements:
 - i) Pocono Diner, Inc. - \$50,000.00
 - ii) Forte, Inc. - \$50,000.00
 - iii) Little Discoveries Day Car, Inc. - \$13,537.14
 - iv) Borough of Stroudsburg - \$4,489.18
 - v) Stone Lake Inn, Inc. - \$14,637.00
 - vi) Heeter Contracting - \$14,613.50
 - vii) Monroe County Habitat for Humanity - \$50,000.00
 - viii) International Gymnastics School. LLC - \$5,770.00
 - ix) Burke's Tavern, Inc. - \$50,000.00
 - x) Pasquale Nicoletti, Jr. - \$15,501.96
 - xi) Gregg Birnbaum - \$10,000.00
 - xii) Karen Dickison - \$10,637.00
 - xiii) Western Pocono Community Library - \$1,992.47/\$1,984.23
 - xiv) Melissa Dworak Evaluation Service, Inc. - \$14,110.00
 - xv) Magann's Family Dentistry, PC - \$29,032.97/\$11,748.00
 - xvi) Full Gospel Holiness Church of God in Christ - \$21,551.49/\$15,502.00
 - xvii) Monroe County Historical Association - \$13,760.00

- xviii) Fedelmia Gallagher - \$7,772.75
- xix) Hamilton Township - \$9,324.00/\$33,639.00
- xx) Crompton Enterprises, Inc. - \$27,522.50
- xxi) 611 Pub, Inc. - \$50,000.00
- xxii) Laura Pfaeffle - \$20,000.00
- xxiii) Western Pocono Memorial Park, Inc. - \$8,762.00
- xxiv) 3Wishes, Inc. - \$50,000.00
- xxv) Cassandra Benning - \$6,722.00
- xxvi) Kenneth A. Ramirez - \$9,750.00
- xxvii) Bonco, Inc. - \$46,234.66
- xxviii) YMCA - \$50,000.00
- xxix) West End Fire Company - \$12,269.60
- xxx) International Gymnastics Camp, LLC - \$50,000.00
- xxxi) A Wiz Corp., Inc. - \$48,609.83
- xxxii) Stone Bar, Inc. - \$50,000.00
- xxxiii) Quiet Valley Living Historical Farm - \$23,849.00
- xxxiv) Women's Resources of Monroe County, Inc. - \$50,000.00
- xxxv) Monroe County Control Center - \$50,000.00
- xxxvi) East Stroudsburg Area School District - \$376,535.00
- xxxvii) Northampton County Area Community College Foundation - \$250,000.00
- xxxviii) Jackson Township Volunteer Fire Co. - \$44,482.92
- xxxix) Tracy Geist Therapy Services, LLC - \$21,645.69
- xl) Trout Lake Retreats, LLC - \$50,000.00
- xli) International Sports Training Camp, LLC - \$50,000.00
- xl ii) Roundhouse Restaurants, Inc. - \$50,000.00
- xl iii) Pleasant Valley School District - \$290,335.00
- xl iv) Stroud Township - \$15,496.59
- xl v) CMP Mental Health Developmental Services – Up to \$21,100.00
- xl vi) Smithfield Township - \$23,735.84
- xl vii) Chestnuthill Township - \$50,000.00
- xl viii) Vacation Spott, LLC - \$6,276.00
- xl ix) Unify Interactive, LLC - \$17,199.00
- l) Latrese Laporte, LLC - \$6,095.00
- li) Paula Fitzpatrick - \$3,000.00
- lii) Dennis Rosadio - \$7,682.00
- liii) Chhew Transportation - \$12,115.00
- li v) Dunne Right Roofing, LLC - \$11,517.16
- li v) Marshall Cruz - \$4,000.00
- li vi) House of Guided Scribe, LLC - \$5,326.00
- li vii) Children's Academic Learning Center, LLC - \$36,482.00
- li viii) Health Wellness and Chocolate - \$1,720.69
- li x) VanLauren Properties, LLC - \$11,488.21
- li x) Dionysus, LLC - \$4,524.00
- li xi) Will Transport American Corp., Inc. - \$7,681.00
- li xii) Spytronics, Inc. - \$5,859.00
- li xiii) Pocono Your Way, LLC - \$35,000.00
- li xiv) Leslie R. Vidal - \$4,990.00
- li xv) Hotel M MP, LLC - \$50,000.00
- li xvi) Marshalls Creek Fire Company - \$20,000.00
- li xvii) Ricky Finelli Memorial Fund - \$14,039.53
- li xviii) Famularo Catering, Inc. - \$50,000.00
- li xix) Ideal Design Solutions, LLC - \$12,396.00
- li xx) Pocono Rocks, Inc. - \$35,307.87
- li xxi) SRE Schools, Inc. - \$50,000.00
- li xxii) Mount Diana, Inc. - \$6,518.00
- li xxiii) Bushkill Emergency Corps. - \$1,635.90
- li xxiv) MGMA5, Inc. - \$36,167.00
- li xxv) Gino \$ Son Pizza, LLC - \$25,085.00
- li xxvi) Pocono Magazines, LLC - \$25,958.00
- li xxvii) Franklin Hill Vineyards, Inc. - \$26,875.00
- li xxviii) Notre Dame Junior Senior High School - \$0/\$77,983.00
- li xxix) Middle Smithfield Township - \$17,548.77
- li xxx) Baldwin Limousines, Inc. - \$35,000.00
- li xxxi) Pocono Mountains Regional Emergency Medical Services, Inc. - \$19,679.91
- li xxxii) JT Grill, LLC - \$4,582.50

lxxxiii) Pocono Bait Shop - \$4,653.00
 lxxxiv) Stanislav Manovski - \$50,000.00
 lxxxv) Asparagus Sunshine, Inc. - \$1,769.00
 lxxxvi) Pocono Suite Hospitality, LTD. - \$50,000.00
 lxxxvii) Pocono Township - \$42,879.72
 lxxxviii) L8 Services, LLC - \$7,373.73
 lxxxix) Kettle Creek Environmental Fund, Inc. - \$15,864.00
 xc) Lance Jeffrey - \$3,494.00
 xci) BJP, LLC - \$25,908.00
 xcii) Pocono Party Rentals, LLC - \$20,587.00
 xciii) Constantine Approach to Wellness - \$6,128.00
 xciv) Dean's Cuisine, LLC - \$12,165.54
 xcv) Kate Benner - \$4,757.00
 xcvi) Mady's Angels - \$14,014.00
 xcvii) David Foley, Jr. - \$8,653.00
 xcviii) Barrett Friendly Library - \$18,790.00
 xcix) Principe Auto Appearance, Inc. - \$27,174.00
 c) East Stroudsburg University - \$1,221,582.00
 ci) Pocono Mountains United Way - \$50,000.00
 cii) Roots Living Ministry - \$1,192.30
 ciii) LLC Home Management, LLC - \$5,000.00
 civ) Shawnee Ridge and University Park, LLC - \$13,491.00
 cv) Christopher Cronshey - \$19,250.00
 cvi) Vacation Getaway, Inc. - \$19,292.00
 cvii) The Lord is Exalted Multi-purpose Christian Center - \$15,976.00
 cviii) Fine Arts Discovery Services, Inc. - \$50,000.00
 cix) Stroudsburg Wesleyan Church - \$50,000.00
 cx) Clymer Library Association of Pocono Pines - \$14,151.34
 cxii) Monroe Career and Technical Institute - \$0/\$83,391.87
 cxii) Animal Welfare Society of Monroe County - \$3,370.00/\$2,458.00
 cxiii) Shawnee Services, Inc. - \$50,000.00
 cxiv) Tillie's, LLC - \$50,000.00
 cxv) Shawnee Holding Company, Inc. - \$50,000.00
 cxvi) Stroudsburg Area School District – up to \$423,561.09
 cxvii) West End Food Pantry, Inc. - \$21,555.85/\$10,379.95
 cxviii) Head First Hair Design Salon & Spa, LLC - \$6,840.56
 cxix) Pocono Auction Gallery, Inc. - \$30,000.00
 cxx) Pocono Cinema and Cultural Center - \$50,000.00
 cxxi) Pocono Mountain School District – up to \$441,004.44
 cxxii) Jeanette Long - \$1,695.00
 cxxiii) Shawnee Art Shed, LLC - \$3,458.00
 cxxiv) Freedom Gymnastics, LLC - \$50,000.00
 cxxv) Path of Wellness by Liana, Inc. - \$5,164.00
 cxxvi) KOTA, LTD. - \$24,696.00
 cxxvii) West End Fair Association - \$50,000.00
 cxxviii) Western Pocono Community Library - \$0/\$8,970.00
 cxxix) KKAM, Inc. - \$11,044.00
 cxxx) Rutter Drywall, LLC - \$11,992.98
 cxxxi) ROBROE, JVG, Inc. - \$30,000.00
 cxxxii) Northgate Homes, Inc. - \$20,242.00
 cxxxiii) Pocono Mountains Vacation Bureau - \$988,873.00
 cxxxiv) Coolbaugh Township - \$31,879.00
 cxxxv) Kim Diddio - \$12,000.00
 cxxxvi) Dry-Jet North East, LLC - \$10,000.00
 cxxxvii) Bruce K. Newhard - \$29,185.00
 cxxxviii) Playtime Learning Center and Child Care, Inc. – \$25,215.75
 cxxxix) Phoenix Athletica, LLC - \$7,470.30
 cxli) VanGilder's Jubilee, LLC - \$50,000.00
 cxli) Llama Ice Cream, Inc. - \$16,716.18
 cxlii) Greater Pocono Chamber of Commerce - \$50,000.00
 cxliii) Inti Cuisine, LLC - \$20,741.00
 cxliv) Poconoski, LLC - \$0
 cxlv) Chester's Thee Place, LLC - \$50,000.00
 cxlvi) Valor Clinic Foundation, Inc. - \$50,000.00
 cxlvii) Mountain Karate Academy, LLC - \$18,000.00

- cxlviii) Karla Malanga - \$2,372.00
- cxlix) Poke-A-Nose Pottery, Inc. - \$32,844.80
- cl) Digital Directions NY, LLC - \$43,120.00
- j) Ratify execution of a Settlement Agreement and Release with Pro-Tec Contracting Corp. in the amount of \$22,535.20 to reimburse the County for the difference of their bid and the next lowest bidders price on the Parking Deck Maintenance Project
- k) Execute Amendment Number 3 with KMB Consulting Services, LLC, for the period of 1/1/21 through 12/31/21, at the rate of \$150.00 per hour for on-going consulting services to the Planning Commission
- l) Ratify execution of a contract with Charles W. Grimm Construction, Inc., in the amount of \$21,040.00 for the Administration Center Covid-19 Protection Project
- m) Execute a 2020/2021 Intergovernmental Transfer Agreement with the PA Department of Human Services Office of Long-term Living to enable Pleasant Valley Manor to receive \$3,671,354.00 of Intergovernmental Transfer monies
- n) Approve the following 2020/2021 Fiscal Year Budgets:
 - i) TEFAP (including FFCRA) \$57,480.00
 - ii) SFPP CARES \$187,914.00
 - iii) FPDP \$151,154.00
 - iv) VOCA \$157,272.00
 - v) 2019/2021 ESG \$44,099.00
 - vi) EFSP \$4,652.00
- o) Execute the following Emergency Solutions Grant CARES Sub-recipient Contracts:
(Family Promise – Subject to proof of Liability Insurance)
 - i) Street Outreach - RHD Case Management & Essential Services \$ 16,302
 - ii) Emergency Shelter -RHD Operations & Essential Services \$ 55,967
 - iii) Emergency Shelter- Family Promise Operations \$ 13,395
 - iv) Emergency Shelter- Women’s Resources Ops.& Essential Services \$ 33,488
 - v) Homelessness Prevention - Family Promise Services, Fin. & Rental Ass. \$ 80,000
 - vi) Rapid Rehousing - Family Promise Services, Financial & Rental Assistance \$ 83,000
 - vii) Rapid Rehousing Salvation Army Services, Financial & Rental Assistance \$ 78,000
 - viii) Admin - \$ 21,609
- p) Execute the following 2020/2022 Emergency Solutions Grant Sub-recipient Contracts:
(Family Promise – Subject to proof of Liability Insurance)
 - i) Street Outreach - RHD Case Management & Essential Services \$ 30,000
 - ii) Emergency Shelter -RHD Operations & Essential Services \$ 39,980
 - iii) Emergency Shelter Salvation Army Essential Services \$ 25,020
 - iv) Homelessness Prevention- Family Promise Services, Fin. & Rental Ass. \$ 50,000
 - v) Rapid Rehousing - Family Promise Services, Financial & Rental Assistance \$ 62,054
 - vi) Rapid Rehousing - Salvation Army Services, Financial & Rental Assistance \$ 77,946
 - vii) Admin - \$ 10,688
- q) Execute the following CDBG CARES Sub-recipient Contracts for the period of 4/1/20 through 9/30/22 *(Family Promise – Subject to proof of Liability Insurance):*
 - i) Family Promise - \$ 79,013
 - ii) Family Services of NEPA - \$ 31,869
 - iii) Pocono Mountains United Way - \$ 52,465
 - iv) Pocono Mountains United Way - \$ 55,865
 - v) Pocono Area Transitional Housing - \$ 65,193
 - vi) Pocono Services for Families & Children \$ 72,742
 - vii) Resources for Human Development - \$ 68,469
 - viii) Salvation Army - \$ 40,000
- r) Ratify approval of the 2019/2020 HAP/HSDf Fiscal Year Report, as follows:
 - i) HAP - \$70,195.00
 - ii) HSDf - \$128,944.00
- s) Ratify execution of a Grant Agreement with the Center for Tech and Civic Life in the amount of \$113,634.00 to be used for 2020 elections security and support
- t) Execute the 2020 U.S. Department of Homeland Security Grant Agreement in the amount of \$975,068.00, for the period of 9/1/20 through 8/31/23 to fund the NE PA Regional Counter-Terrorism Task Force Program
- u) Add the following vendors to the County List of Approved Vendors:
 - i) VMI Services – Maintenance
 - ii) US Mail Supply – Voter
 - iii) MegaSecur – Emergency Services

6) Redevelopment Authority of Monroe County:

- a) Reappoint Charles Green to the Board of Directors, with a new term to expire 10/21/2025

- b) Grant the remaining budgeted amount of \$15,000.00 to Support Services to Seniors, to be used for minor home repairs
- c) Execute an Agreement with Maroun Contracting in the amount of \$20,500.00 (Lowest Bid) to remove the lead paint from the Loder Senior Center porch
- d) Execute a Resolution approving the 2020 Community Development Block Grant (CDBG) in the amount of \$682,898.00, as follows:
 - i) Monroe County - \$420,561.00
 - ii) Stroudsburg Borough - \$108,657.00
 - iii) East Stroudsburg Borough - \$153,680.00

7) Domestic Relations Department:

- a) Approve the following Attorney Agreements :
 - i) Richard D. James, Esquire – Master - \$145.00 per hour
 - ii) Donald M. Leeth, Esquire – Solicitor - \$145.00 per hour
 - iii) Megan Reaser, Esquire – Title IV-D Attorney - \$145.00 per hour
 - iv) Deborah L. Huffman, Esquire – Title IV-D Attorney - \$145.00 per hour
 - v) Holly B. Conway, Esquire – Title IV-D Attorney - \$145.00 per hour
 - vi) Victoria Strunk, Esquire – Title IV-D Attorney - \$145.00 per hour

8) Monroe County Probation:

- a) Ratify execution of the Juvenile Probation Services Grant Agreement with the Commonwealth of PA., Juvenile Court Judges’ Commission for the period of 10/1/20 through 6/30/21, in the amount of \$34,522.13

9) Capital Outlay Purchases:

- a) Ratify the Capital Purchases Report dated 9/30/20 totaling \$47,745.03
- b) Approve the Capital Purchases Report dated 9/30/20 totaling \$45,840.96

10) Computer Capital Purchases:

- a) Ratify the Computer Capital Purchases Report dated 9/30/20 totaling \$190,408.79
- b) Approve the Computer Capital Purchases Report dated 9/30/20 totaling \$16,071.86

Miscellaneous

Public Comment

Other Meetings

Election Board 10:30 a.m.

Board of Assessment Revision 1:30 p.m.