



MONROE COUNTY BOARD OF COMMISSIONERS' MEETING
 April 1, 2020

The regular meeting of the Monroe County Board of Commissioners was held on Wednesday, April 1, 2020, in the Commissioners' Meeting Room, at the Monroe County Administrative Center and online with the following present: Chairman Sharon S. Laverdure, Vice-Chairman John R. Moyer, Commissioner John D. Christy via phone, and Chief Clerk/Administrator Greg Christine. County Solicitor John B. Dunn and Administrative Secretary Cindy King were not in attendance.

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

There was no public comment on agenda items.

M-2020-105 Motion by Vice-Chairman Moyer, seconded by Commissioner Christy and carried to amend Motion 2020-102 Computer Capital Purchases Report from the March 18, 2020 Commissioners' Meeting; to increase the amount by \$616.95 to correct a cost difference on three Surface Pro Tablets.

M-2020-106 Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to adopt the proclamation designating April "Sexual Assault Awareness Month" in Monroe County.

M-2020-107 Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to approve the following:

a) Personnel Agenda:

NAME:	DEPT:	POSITION:	DATE:	REASON:	
SEPARATIONS:					
Brian LaVacca	Aging	28 Director	4/9/20	Resigned	
Timaki Johnson	C&Y	35 Casw 2	4/3/20	Resigned	
Pasquale DeLena	Jail	14 Bldg Maint Tech	3/24/20	Resigned	
CHANGES:					
Kristina Trostle	Aging	21 Outreach Super	3/26/20	Rescind resignation	
Tatiana Chaplar	Aging	21 Prog Mgr 1	3/30/20	Promo, replacement	
Jeannie Hartenfels	Aging	35 Comm Hlth Nurse I	3/21-4/17/20	LOA Extended	
Amber Funk	Cons Dist	18 Resource Cons	3/27/20	Rescind resignation	
Joseph Sciabica	Courts	14 Law Librarian	3/6/20	RTW early w/restrictions	
Jacqueline Genest	Fiscal	13 Fiscal Speciaist	3/16/20	RTW full duty	
Robin Snyder	Jail	7 Office Asst Sr	2/19-2/26/20	LOA	
Eric Ramos	Jail	CO II	3/11/20	LOA	
James Landon	Jail	CO II	3/28-4/3/20	LOA Extended	
James Landon	Jail	CO II	4/4/20	RTW full duty	
Mark Maminski	Jail	CO II	3/20/2020	RTW full duty	
Michael Rivera	Jail	CO II	3/27-5/1/20	LOA	
Steven Geist	Jail	CO II	4/13-10/12/20	LOA Intermittent	
Benjamin Eyer	Jail	18 Sergeant	3/19-3/25/20	LOA	
Elizabeth Knight	Jail (MCCF)	CO II	3/24-4/7/20	Extend Modified Duty	
Robert Schwartz	Jail (MCCF)	CO II	3/13-3/15/20	Correct Modified Duty dates	
Paul Schepp	Proth	8 Recds Tech	4/4-5/11/20	LOA Extend	
Tanisha Blake	Sheriff	8 Cths Sec Bailiff	4/6/20	LOA	
MISCELLANEOUS:					
Adopt the COVID-19 (Coronavirus) Pandemic Attendance Policy effective March 18, 2020					
Adopt the FMLA Leave Expansion and Emergency Paid Sick Leave Policy (Coronavirus) Policy effective April 1, 2020					

b) Requests to work additional hours:

- i) Sheriff's Office Overtime Report for the period ending 3/15/20:
 - (1) Deputies – 59.50 hours
 - (2) Security – 89.00 hours
 - (3) Clerks – 58.98 hours
- c) Vouchers Payable:
 - i) \$439,554.87 for the week ending 3/20/20
 - ii) \$935,790.65 for the week ending 4/3/20
- d) Gross Payroll:
 - i) \$1,146,107.10 for the period ending 3/15/20
- e) Healthcare Benefits Payments:
 - i) Highmark Blue Cross/Blue Shield:
 - (1) \$23,374.80 on 3/18/20
 - (2) \$67,233.78 ON 3/25/20
 - ii) Geisinger:
 - (1) \$201,633.74 on 3/16/2
 - (2) \$80,237.50 on 3/23/20
 - iii) Dental Claims:
 - (1) \$4,640.04 on 3/20/20
 - (2) \$2,971.45 on 3/27/20
 - iv) Flexible Spending Account:
 - (1) \$311.59 ON 3/24/20
 - v) ConnectYourCare:
 - (1) \$1,300.23 on 3/20/20
 - (2) \$2,669.48 on 3/27/20

M-2020-108 Motion by Vice-Chairman Moyer, seconded by Commissioner Christy and carried to approve the following, as requested by Children and Youth Services, contingent upon Solicitor Dunn's requests noted below:

- a) Execute the following Purchase of Service Agreements for the period on 7/1/19 through 6/30/20:

PROVIDER:	CONTRACT AMOUNT:
i) Friendship House	\$75,000.00
ii) Children's Choice, Inc.	\$200,000.00
iii) Children's Service Center of Wyoming Valley, Inc.	\$50,000.00
iv) Edison Court, Inc.	\$525,000.00
v) Community Specialist Corp., d/b/a The Academy	\$100,000.00
vi) Harborcreek Youth Services	\$502,000.00
vii) Summit School, d/b/a Summit Academy	\$175,000.00

- b) Execute an Amendment to the contract with Mid-Atlantic Youth Services Corporation, for the period of 7/1/19 through 6/30/20 to allow for the following additional services:
 - i) Secure Detention Program
 - ii) Intensive Open Specialized Treatment Program
- c) Execute a Professional Services Contract with Haven House, Inc. for the period of 7/1/19 through 6/30/20, with a maximum contract amount of \$75,000.00

M-2020-109 Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to approve the following:

- a) Ratify the Budget Adjustment Report dated 3/26/20 in the amount of \$21,619.00
- b) The Budget Adjustment Report dated 3/26/20 totaling \$14,360.00
- c) Ratify the adoption of a Resolution urging the Legislature to move the April 2020 Primary Election to June 23, 2020 (R-2020-03)

RESOLUTION NO. 3
MONROE COUNTY, PENNSYLVANIA

WHEREAS, a primary election is currently scheduled for April 28, 2020; and

WHEREAS, On March 18, 2020, Monroe County adopted a Declaration of Disaster Emergency as a result of the COVID-19 virus; and

WHEREAS, the County has implemented a reduced workforce policy making it difficult for election personnel to keep up with the demands of the new statewide voting procedures; and

WHEREAS, the availability of supplies to conduct the April 28, 2020 election is difficult to procure and additionally, many poll workers have expressed their reluctance to serve; and

NOW THEREFORE BE IT RESOLVED, the Monroe County Board of Commissioners hereby urges the Governor and General Assembly to move the primary election to June 23, 2020 and, for this primary only, allow this election to occur entirely through absentee and mail-in ballots in order to prevent the need to vote in person.

- d) Execute the Prosser Labs Operational Services System Specific Management Plan, as required by Pennsylvania Department of Environmental Protection, outlining the operational duties and details to operate a water system
- e) Execute the following documents with the Pennsylvania Emergency Management Agency, related to the COVID-19 Disaster Emergency:
 - i) Designation of Agent Resolution designating the appropriate County Officer to sign documentation (R-2020-04)
 - ii) Public Disaster Assistance Application allowing the County to apply for available funding
- f) The 2018/2019 Medical Assistance Transportation Program (MATP) final grant application in the amount of \$745,083.00, for the period of 7/1/18 through 6/30/19
- g) Execute the following 2020 Community Services Block Grant Sub-recipient Contracts:
 - i) MONROE ALLOCATION:

(1) CSS-Shepherd's Maternity Home	\$5,500
(2) Devereux Advanced Behavioral Health Pocono	\$10,000
(3) Family Promise of Monroe County	\$50,000
(4) Integra Home Counseling, Inc.	\$11,000
(5) Monroe County Meals on Wheels	\$24,352
(6) Monroe County Youth Empowerment Services	\$12,000
(7) Pocono Mountains United Way-211 & Bridges Out Of Poverty	\$37,973
(8) Pocono Area Transitional Housing	\$29,000
(9) Pocono Services for Families & Children	\$35,000
(10) Resources for Human Development	\$19,871
(11) Salvation Army-Housing, Fuel, & Rental	\$91,000
(12) Stroud Region OpenSpace & Rec Commission	\$7,000
ii) SUB-TOTAL Monroe County	\$332,696
 - iii) PIKE ALLOCATION:

(1) Family Promise - Pike County	\$21,935
(2) Center for Developmental Disabilities	\$30,620
(3) Pike County Developmental Center	\$30,619
iv) SUB-TOTAL Pike County	\$83,174
- h) Add the following vendors to the County List of Approved Vendors:
 - i) Brookville Glove – Purchasing
 - ii) ProGad Sales – Purchasing
 - iii) Thomas P. Leonard, Esquire – HR
 - iv) Blakeslee Community Association – Commissioners
 - v) Affordable Funeral Supply - Coroner

M-2020-110 Motion by Vice-Chairman Moyer, seconded by Commissioner Christy and carried to reappoint Ed Cramer to the Monroe County Municipal Waste Management Authority Board of Directors, representing Central Region with a term to expire December 31, 2022.

M-2020-111 Motion by Vice-Chairman Moyer, seconded by Commissioner Christy and carried to approve the Computer Capital Purchases Report dated March 26, 2020, as follows:

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
APPROVED CAPITAL:						
Sheriff	101.4197.7109.0000	Uniforms	1	Body Armor	Starr Uniform-Bid	\$ 850.00
Sheriff	101.4197.9575.0000	Capital Expenditure	2	Tasers	Axon Enterprises-Sole Source	\$ 2,550.00
TOTAL APPROVED CAPITAL						\$ 3,400.00
REQUESTS WITH TRANSFER: (see Budget Adjustment Report)						
TOTAL REQUESTS W/TRANSFER						\$ -
GRANT FUNDED & OTHER:						
TOTAL GRANT FUNDED & OTHER						\$ -
TOTAL CAPITAL REQUESTS						\$ 3,400.00

There was no public comment.

Chairman Laverdure adjourned the meeting at 9:46 a.m.

Greg Christine, Chief Clerk/Administrator

M-2020-105 thru M-2020-111

R-2020-03 thru R-2020-04