



MONROE COUNTY BOARD OF COMMISSIONERS' MEETING
April 15, 2020

The regular meeting of the Monroe County Board of Commissioners was held on Wednesday, April 15, 2020, in the Commissioners' Public Meeting Room, at the Monroe County Administrative Center and on line with the following present: Chairman Sharon S. Laverdure, Vice-Chairman John R. Moyer, Commissioner John D. Christy, Chief Clerk/Administrator Greg Christine. County Solicitor John Dunn and Administrative Secretary Cindy King were not in attendance.

Chairman Laverdure called meeting to order at 9:30 a.m. with a moment of silence and the pledge allegiance to the flag.

There was no public comment on agenda items.

Chairman Laverdure recessed the meeting at 9:32 a.m. to convene the Assessment Board Meeting for corrections to the duplicate.

M-2020-112 Motion by Vice-Chairman Moyer, seconded by Commissioner Christy and carried to approve the corrections to the duplicate as follows:

Additions - \$314,600
Subtractions - \$982,210

Chairman Laverdure closed the meeting at 9:33 a.m. and continued with the regular meeting.

Chairman Laverdure recessed the regular meeting at 9:34 and open a public hearing on the 2020 Emergency Solutions Grant (ESG). Ms. Jennifer Strauch, Grants Manager, explained that the grant application is in the amount of \$935,794 and includes 100% match requirement of \$467,897 to be paid by our three (3) contracted housing services providers: East Stroudsburg Salvation Army, Family Promise of Monroe County, and Resources for Human Development/Street2Feet. ESG funds assist homeless individuals and families. In our community.

Due to COVID-19, pandemic Department of Community Economic Development has lifted 20% restrictions on ESG services for 2020 applications. The recent pandemic has negatively impacted our shelter community with unexpected costs.

Overall, we are hoping to serve approximately 260 household with this request (72 Street Outreach, 90 Emergency Shelter, 66 Rapid Housing, and 32 Homeless Prevention).

Chairman Laverdure asked if there was any public comment. Vice-Chairman Moyer asked how many un-sheltered homeless individuals are in the county. Leslie Perryman, Resources for Human Development, replied that there are currently forty-one (41) un-sheltered homeless individuals a fifty (50) percent increase from last year.

Chairman Laverdure closed the hearing at 9:39 and continued with the regular meeting.

M-2020-113 Motion by Vice-Chairman Moyer, seconded by Commissioner Christy and carried to approve the Personnel Agenda as follows:

NAME:	DEPT:	POSITION:	DATE:	REASON:
NEW HIRES:				
Daniel Walsh	C&Y	33 Casw 1	4/22/20	New Hire Replacement
Sade Gantt	C&Y	33 Casw 1	4/22/20	New Hire Replacement
Patricia Fretz	Aging	28 Director	4/6/20	Rehire/Temp Replacmt
SEPARATIONS:				
Kristina Trostle	Aging	21 Prog Mgr 1/Outr Su	4/26/20	Resigned
CHANGES:				
Melissa Daubert	C&Y	35 Casw 2	4/21-7/13/20	LOA
Leticia Couttten	C&Y	33 Casw 1	4/6/20	Probation completed
Leticia Couttten	C&Y	35 Casw 2	4/7/20	Promotion w/o exam
Megan McDonnell	C&Y	33 Casw 1	4/8/20	Probation completed
Megan McDonnell	C&Y	35 Casw 2	4/9/20	Promotion w/o exam
Nicole Haggerty	C&Y	26 Clerk II	3/23/20	Probation completed
Sarah Lawrence	Coroner	15 Deputy	4/9/20	Suspend w/o pay pending investigation
Teresa Madej	Maint	3 Custodian	4/7-4/12/20	Extend LOA
Eric Ramos	MCCF	CO II	3/11-5/31/20	LOA
MISCELLANEOUS:				
Revise the COVID-19 Policy to include the exemption of the additional first responders: Detectives, Probation Officers, Coroner Deputies, C&Y Caseworkers & Supervisors/Managers/Administrators				

M-2020-114 Motion by Commissioner Christy, seconded by Vice-Chairman and carried to approve the following:

- a) Vouchers Payable:
 - i) \$861,269.09 for the week ending 4/9/20
- b) Gross Payroll:
 - i) \$1,116,566.65 for the period ending 3/29/20
- c) Healthcare Benefits Payments:
 - i) Highmark Blue Cross/Blue Shield:
 - (1) \$695.65 on 3/31/20
 - (2) \$68,167.45 on 4/1/20
 - (3) \$70,300.80 on 4/8/20
 - ii) Geisinger:
 - (1) \$90,467.71 on 3/31/20
 - (2) \$333,617.49 on 4/6/20
 - iii) Dental Claims:
 - (1) \$6,276.26 on 3/12/20
 - (2) \$1,378.54 on 4/3/20
 - iv) Flexible Spending Account:
 - (1) \$165.13 on 3/13/20
 - (2) \$708.63 on 4/3/20
 - v) ConnectYourCare:
 - (1) \$223.65 on 3/20/20
 - (2) \$224.65 on 3/30/20

M-2020-115 Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to approve the following:

- a) Ratify the Budget Adjustment Report dated 4/9/20 totaling \$22,000.00
- b) The Budget Adjustment Report dated 4/9/20 totaling \$16,480.00
- c) Ratify authorization for the Chief Clerk to advertise the public hearing for review and comment on the 2020 Emergency Solutions Grant Application
- d) Ratify execution of a Professional Services Agreement with RKR Hess for the 2020-2022 Bridge Deck Cleaning & Vegetation Control Program, at a total three year cost of \$33,000.00
- e) Execute a Service Agreement with RKL, LLP, in the amount of \$57,900.00 to perform the County 2019 Audit
- f) Execute Amendment Number 1.0 to the PEMA Northeast PA Regional Counter Terrorism Task Force to reflect the addition of Luzerne and Wyoming Counties as members of the task force
- g) Add the following vendors to the County List of Approved Vendors:
 - i) Arland Paul Miller – Aging
 - ii) Nationwide Haul – Commissioners
 - iii) Active Aging, Inc. – Aging
 - iv) Kulco Printing – Voter Registration

- v) PA Department of Human Services – Commissioners
- vi) Mustafa Muftl – Public Defender

M-2020-116 Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to adopt the Monroe County Demolition Fund Program Guidelines, as prepared by the Redevelopment Authority of the County of Monroe.

M-2020-117 Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to approve the following Capital Purchases Reports:

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
APPROVED CAPITAL:						
Emergency Management	101.4291.9575.0000	Capital Expenditure	1	Backpack Sprayer, Disinfectant, Steel Drum & Shipping	ESI-Sole Source	\$ 2,530.00
TOTAL APPROVED CAPITAL						\$ 2,530.00
REQUESTS WITH TRANSFER: (see Budget Adjustment Report)						
TOTAL REQUESTS W/TRANSFER						\$ -
GRANT FUNDED & OTHER:						
TOTAL GRANT FUNDED & OTHER						\$ -
TOTAL CAPITAL REQUESTS						\$ 2,530.00

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
APPROVED CAPITAL:						
Voter Registration-Elections	101.4120.0001.7730.0000	Voting Machines	112	Free Standing Voting Booths including 5-year Warranty & Delivery	Clear Ballot-State Contract	\$ 81,340.00
TOTAL APPROVED CAPITAL						\$ 81,340.00
REQUESTS WITH TRANSFER: (see Budget Adjustment Report)						
TOTAL REQUESTS W/TRANSFER						\$ -
GRANT FUNDED & OTHER:						
TOTAL GRANT FUNDED & OTHER						\$ -
TOTAL CAPITAL REQUESTS						\$ 81,340.00

M-2020-118 Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to approve the following Computer Capital Purchases Reports:

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
APPROVED CAPITAL:						
District Judges	101.4184.7101.1100	Court Reporter Supplies	1	HP LaserJet Pro M404dn Printer & Sheet Feeder Tray	SCW-State Contract	\$ 289.07
TOTAL APPROVED CAPITAL						\$289.07
OTHER REQUESTS :						
TOTAL OTHER REQUESTS						\$0.00
GRANT FUNDED & OTHER:						
TOTAL GRANT FUNDED & OTHER						-
TOTAL CAPITAL REQUESTS						\$289.07

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
APPROVED CAPITAL:						
District Attorney	101.4172.9575.4194	Capital Expenditure	14	Dell Latitude Laptops 3500 & Universal Docks	Dell-State Contract	\$ 15,485.68
Voter Registration	101.4172.9575.4120	Capital Expenditure	1	Dell Latitude Laptop 3500	Dell-State Contract	\$ 916.18
TOTAL APPROVED CAPITAL						\$16,401.86
OTHER REQUESTS :						
TOTAL OTHER REQUESTS						\$0.00
GRANT FUNDED & OTHER:						
TOTAL GRANT FUNDED & OTHER						-
TOTAL CAPITAL REQUESTS						\$16,401.86

The Commissioners thanked the county residents for staying home and being safe. Vice-Chairman Moyer announced that a small business loan program will be available for small business within a few days, the loan is for a three (3) year period with a one (1) percent interest rate. The program will be administered by Pocono Mountains Economic Development Corporation. Chairman Laverdure stated that county offices are open and thanked all county employees.

There was no public comment.

Chairman Laverdure adjourned the meeting at 9:55 a.m.

Greg Christine, Chief Clerk/Administrator

M-2020-112 thru M-2020-118