



MONROE COUNTY BOARD OF COMMISSIONERS' MEETING
July 15, 2020

The regular meeting of the Monroe County Board of Commissioners was held on Wednesday, July 15, 2020, in the Commissioners' Public Meeting Room, at the Monroe County Administrative Center with the following present: Chairman Sharon S. Laverdure, Vice-Chairman John R. Moyer, Commissioner John D. Christy, and County Solicitor John B. Dunn, Chief Clerk/Administrator Greg Christine, and Administrative Secretary Cindy King.

Chairman Laverdure called the meeting to order at 9:30 a.m. Chairman Laverdure thanked the community for working together to control the spread of COVID-19 in Monroe County and continue to do so, it is not over. A moment of silence and the pledge of allegiance to the flag followed.

Chairman Laverdure recessed the regular meeting at 9:33 a.m. to convene the Assessment Board meeting for corrections to the duplicate.

M-2020-168 Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to approve the corrections to the duplicate, as follows, as requested by Cindy Treible, Chief Assessor:

Additions - \$176,450.00
Subtractions - \$93,281,540.00

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

There was no public comment on agenda items.

M-2020-169 Motion by Commissioner Christy, seconded by Chairman Laverdure and carried to approve the minutes of the July 1, 2020 Commissioners' Meeting, as presented. Vice-Chairman Moyer abstained he was not in attendance.

M-2020-170 Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to approve the following:

- a) Personnel Agenda:

NAME:	DEPT:	POSITION:	DATE:	REASON:
NEW HIRES:				
Isabel Rivera	HR	17 HR Off/HIPAA Coord	7/13/20	Rehire PT, Temp
Laura Hoffman	Tax Coll	Polk Township	6/23/20	Appointed
Alijah Trujillo	CareerLink	Laborer	7/6/20	New hire
Alanna Christman	CareerLink	Laborer	7/8/2020	New Hire/Seasonal
Angelica Short	CareerLink	Laborer	7/13/2020	New Hire/Seasonal
Diamond Donaldson	CareerLink	Laborer	7/13/20	New Hire/Seasonal
Rolandda Pollock	CareerLink	Laborer	7/6/2020	New Hire/Seasonal
SEPARATIONS:				
Christina Campbell-Brunson	C&Y	35 Casw 2	7/17/20	Correct resignation date
Jennifer Decker	Dom Rel	11 Acct Tech Sr	7/13/20	Resigned
Alberto Colon	Jail	4 Custodian	7/14/20	Resigned
Teasan Back	Judge Mark	20 Law Clerk	7/13/20	Resigned
Eytene Iwere	Judge Worthington	20 Law Clerk	7/23/20	Resigned
Connor Gunsner	Proth	8 Recs Tech	7/6/20	Resigned
Nina Trubiano	Proth	8 Recs Tech	7/8/20	Resigned
Alyssa Garcia	CareerLink	Laborer	7/6/20	Did Not Start
Ava Beckford	CareerLink	Laborer	7/6/20	Did Not Start
Caia Moran	CareerLink	Laborer	7/6/20	Did Not Start
Christian DeLos Santos	CareerLink	Laborer	7/6/20	Did Not Start
Edward VanArsdale	CareerLink	Laborer	7/6/20	Did Not Start
Emily Rose	CareerLink	Laborer	7/6/20	Did Not Start
Jeremiah Colas	CareerLink	Laborer	7/6/20	Did Not Start
Jourdyn Whitehurst	CareerLink	Laborer	7/6/20	Did Not Start
Kamal Johnson	CareerLink	Laborer	7/6/20	Did Not Start
Kayla Rigby	CareerLink	Laborer	7/6/20	Did Not Start
Keenan Meyles	CareerLink	Laborer	7/6/20	Did Not Start
Markies Bell	CareerLink	Laborer	7/6/20	Did Not Start
Melvin McDonald	CareerLink	Laborer	7/6/20	Did Not Start
Michael McDonald	CareerLink	Laborer	7/6/20	Did Not Start
Raven Moran	CareerLink	Laborer	7/6/20	Did Not Start
Ta'naeyah Jones	CareerLink	Laborer	7/6/20	Did Not Start
Tayanna Reid	CareerLink	Laborer	7/6/20	Did Not Start
Thomas Benero	CareerLink	Laborer	7/6/20	Did Not Start
Vincent Kane	CareerLink	Laborer	7/6/20	Did Not Start
Zareffa Walters	CareerLink	Laborer	7/6/20	Did Not Start
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CHANGES:				
Maureen Bacik	Aging	35 Comm Hlth Nurse 1	7/14-9/1/20	Modified duty
Maureen Bacik	Aging	35 Comm Hlth Nurse 1	6/30-7/13/20	LOA
Kareem Smith	CareerLink	Laborer	7/13/20	Change Start Date
Thomas Cully	CareerLink	Laborer	7/6/2020	Change Start Date
Brittney Coleman	Cons District	17 Enviro Educator	7/8/20	RTW from Furlough
Andrea Polkowski	Cons District	19 Res Consv Spec	6/16-9/7/20	LOA
Joseph Sciabica	Courts	14 Law Librarian	7/13/20	RTW from Furlough
Arkadiusz Martynowicz	Jail	CO II	7/14-7/27/20	Extend Modified duty
John McDonnell	Jail	CO II	6/3-12/2/20	LOA Intermittent
Michael Ackerman	Jail	CO II	6/18-7/27/20	Extend Modified duty
Vincent Cardenas	Jail	CO II	6/23-12/22/20	LOA Intermittent
Donald Kubik	Jail (Admin Bldg)	CO II	7/3-8/6/20	Modified duty 8 hrs/day
Elizabeth Knight	Jail (MCCF)	CO II	6/17-7/20/20	Modified duty 8 hrs/day
Robert Schwartz	Jail (MCCF)	CO II	7/7-9/3/20	Extend Modified duty
Betty Cardwell	Maint	3 Custodian	5/16-5/25/20	LOA
Jill Reuter	MDJ Mancuso	10 Adv Tech	6/24-12/23/20	LOA Intermittent
Karie Van Why	PD	12 Legal Secretary	7/20/20	Promotion, filling vacancy
Paul Schepp	Proth	8 Rec Tech	7/6/20	RTW from Furlough
Tamara Keene	Proth	8 Rec Tech	6/22-7/13/20	LOA
Valerie LoCalzo	Reg & Rec	8 Rec Tech	7/14/20	Change Start Date
Cory Jackson	Sheriff	16 Deputy Sheriff	7/2/2020	Change Start Date

b) Requests to work additional hours:

- i) Sheriff's Office Overtime Report for the period ending 7/5/20:
 - (1) Deputies – 18.25 hours
 - (2) Clerks – 4.50 hours
 - (3) Security – 82.25 hours

M-2020-171 Motion by Vice-Chairman Moyer, seconded by Commissioner Christy and carried to approve the following:

- a) Vouchers Payable:
 - i) \$1,993,706.32 for the week ending 7/3/20
 - ii) \$400,025.99 for the week ending 7/10/20
- b) Gross Payroll:
 - i) \$1,146,710.44 for the period ending 7/5/20
- c) Healthcare Benefits Payments:
 - i) Highmark Blue Cross/Blue Shield:
 - (1) \$77,144.56 on 7/1/20
 - ii) Geisinger:
 - (1) \$51,973.71 on 7/1/20
 - (2) \$17,239.54 on 7/9/20
 - (3) \$64,573.15 on 7/9/20
 - iii) Dental Claims:
 - (1) \$3,682.20 on 7/6/20
 - iv) Flexible Spending Account:
 - (1) \$72.10 on 7/1/20
 - v) ConnectYourCare:
 - (1) \$1,195.88 on 7/2/20

M-2020-172 Motion by Vice-Chairman Moyer, seconded by Commissioner Christy and carried to approve/ratify the attached Travel Request Report.

M-2020-173 Motion by Vice-Chairman Moyer, seconded by Commissioner Christy and carried to approve the following, as requested by Children and Youth Services:

- a) Execute a Subsidy Agreement for Permanent Legal Custodian for J.O.
- b) Appoint/Reappoint the following to the Children & Youth Advisory Board:
 - i) Lavern Lynch – term to expire 7/31/23
 - ii) Vicki Cobb – term to expire 5/31/23

M-2020-174 Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to approve the following:

- a) The Budget Adjustment Report dated 7/9/20 totaling \$8,437,708.00
- b) Award the bid for the 2020-2022 Annual Bridge Deck Cleaning and Vegetation Control Program to DeAngelo Brothers, LLC., in the total amount of \$139,419.00
- c) Execute an Agreement with DeAngelo Brothers, LLC., in the amount of \$139,419.00 for the 2020-2022 Annual Bridge Deck Cleaning and Vegetation Control Program
- d) Authorize Addendum Number 2 on the Parking Deck Maintenance Project to allow bidders who submitted their bids timely, to amend their bids to include prevailing wages as determined by the PA Department of Labor & Industry
- e) Ratify Authorization for the County Treasurer to open a bank account for the COVID-19 County Relief Grant
- f) Recommend to the Northeastern PA Alliance Nominating Committee that Chris Barrett be considered for reappointment to the Board of Directors
- g) Recommend for Reappointment, the following to the Pocono Counties Workforce Development Board, with terms to expire 6/30/23:
 - i) Charles Leonard – Pocono Mountains Economic Development Agency
 - ii) Joseph (Trip) Ruvane – Barley Creek
- h) Accept a proposal from Borton Lawson Engineering in the amount of \$56,000.00 to prepare construction bid documents; manage the bidding phase and construction administration services for the 2020 Preventative Bridge Maintenance Program, as well as prepare design and construction cost estimates for Bridges 12 & 25
- i) Acknowledge the resignation of the following Community Services Advisory Board members:
 - i) Emma Avci
 - ii) Aubrey Miller
 - iii) Brian LaVacca

- j) Execute a Memorandum of Understanding with the Salvation Army, for the period of 7/1/20 through 6/30/23 to allow them to process and distribute food through The Emergency Food Assistance (TEFAP) Program

M-2020-175 Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to approve the following, as requested by the Redevelopment Authority of the County of Monroe:

- a) Accept the recommendation of the Act 137 Affordable Housing Board to deny a request for funding for the Pocono Community Land Trust
- b) Execute a Sub-Recipient Agreement with the Redevelopment Authority of Monroe County to allow them to administer the County's 2019 Community Development Block Grant (CDBG) Program

M-2020-176 Motion by Commissioner Christy, seconded by Vice Chairman Moyer and carried to ratify/approve the following Capital Purchases Reports:

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT	
APPROVED CAPITAL:							
Courts	101.4184.9575.0000	Capital Expenditures	1	FlexPro Power 32" Standing Desk	Amazon.com-Lowest Quote	\$ 269.99	
Maintenance	101.4176.5800.0000	Building Rehab	30	8" Steel Barricades	Epic Solutions Worldwide, LLC-Sole Source	\$ 3,067.50	
TOTAL APPROVED CAPITAL						\$ 3,337.49	
REQUESTS WITH TRANSFER: (see Budget Adjustment Report)							
TOTAL REQUESTS W/TRANSFER							\$ -
GRANT FUNDED & OTHER:							
TOTAL GRANT FUNDED & OTHER						\$ -	
TOTAL CAPITAL REQUESTS						\$ 3,337.49	

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
APPROVED CAPITAL:						
Sheriff	101.4197.7109.0000	Uniforms	2	Armor Express Ballistic Vests	Starr Uniform-State Contract	\$ 1,700.00
TOTAL APPROVED CAPITAL						\$ 1,700.00
REQUESTS WITH TRANSFER: (see Budget Adjustment Report)						
Human Services	770.4490.9575.0000	Capital Expenditure	1	Walk-in Cooler, Walk-in Freezer, Installation & 1-yr Warranty	Singer Equipment Company-State Contract	\$ 48,608.36
TOTAL REQUESTS W/TRANSFER						\$ 48,608.36
GRANT FUNDED & OTHER:						
TOTAL GRANT FUNDED & OTHER						\$ -
TOTAL CAPITAL REQUESTS						\$ 50,308.36

M-2020-177 Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to ratify the Computer Capital Purchases Report, as follows:

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
APPROVED CAPITAL:						
Correctional Facility	101.4232.9575.0000	Capital Expenditure	1	HP Color LaserJet Pro M255dw Printer	GovConnection-Lowest Quote	\$ 294.61
TOTAL APPROVED CAPITAL						\$ 294.61
OTHER REQUESTS :						
TOTAL OTHER REQUESTS						\$ -
GRANT FUNDED & OTHER:						
Children & Youth	751.4428.6041.4640.0391	Grant Funded Expenses	18	Microsoft Surface Pros w/ accessories and warranty	SCW-Lowest Quote	\$ 27,008.28
Children & Youth	751.4428.6041.4640.0391	Grant Funded Expenses	21	Deskjet 3755 Inkjet Multifunction Color Printers	SCW-Lowest Quote	\$ 1,773.66
Children & Youth	751.4428.6041.4640.0391	Grant Funded Expenses	25	Surface Docking Stations	SCW-Lowest Quote	\$ 3,694.25
Children & Youth	751.4428.6041.4640.0391	Grant Funded Expenses	1	LaserJet Pro M182nw Multifunction Color Printer	SCW-Lowest Quote	\$ 312.61
TOTAL GRANT FUNDED & OTHER						\$ 32,788.80
TOTAL CAPITAL REQUESTS						\$ 33,083.41

There was no public comment.

Vice-Chairman Moyer reported that the county received \$15 million from the CARES County Relief Block Grant and we are in the process of preparing grant applications for entities, non-profit

organizations, small businesses and tourism that have suffered from the COVID-19. The application should be available next and will be on the county website.

Chairman Laverdure adjourned the meeting at 9:42 a.m.

Greg Christine, Chief Clerk/Administrator

M-2020-168 thru M-2020-177