



MONROE COUNTY BOARD OF COMMISSIONERS  
September 16, 2020

The regular meeting of the Monroe County Board of Commissioners was held on Wednesday, September 16, 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, County Solicitor John D. Dunn, and Chief Clerk/Administrator Greg Christine. Secretary Cindy King was not in attendance.

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

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

**M-2020-208** Motion by Vice-Chairman Moyer, seconded by Commissioner Christy and carried to approve the corrections to the duplicate, as follows, as requested by Cindy Treible, Chief Assessor:

Additions - \$26,670.00  
Subtractions - \$2,441,770.00

Chairman Laverdure closed the Assessment Board Meeting at 9:34 a.m. and continued with the regular meeting.

**M-2020-209** Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to approve the minutes of the September 2, 2020 Commissioners' Meeting, as presented.

**M-2020-210** Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to approve the actions listed below:

- a) Personnel Agenda:

NAME:	DEPT:	POSITION:	DATE:	REASON:
<b>NEW HIRES:</b>				
Jazmin Clark	C&Y	35 Casw 2	9/16/20	New Hire, Replcmt
Benjamin Medina	CareerLink	13 Career Couns/Case Mgr	9/28/20	New Hire, Replcmt
Alexandria Solt	DA	22 Asst DA	9/21/20	New Hire, Replcmt
Megan Davis	Judge Sibum	20 Law Clerk	9/14/20	New Hire, Replcmt
Marisa Courtney	MDJ Anzini	7 Technician	9/22/20	New Hire, Replacement
Casey Brauer	MDJ Muth	7 Technician	9/22/20	New Hire, Replacement
Gloria Kerchner	Voter Reg	Data Entry Clerk PT Temp	9/9/20	Change start date
<b>SEPARATIONS:</b>				
Melissa Daubert	C&Y	35 Casw 2	8/10/2020	Resigned
Megan Smith	Jail	CO II	9/5/20	Resigned
Daria Power-Mantilla	Sheriff	8 Cths Sec Bailiff	9/9/20	Non-Retained
Alexander Badillo	Career Link	Laborer	8/9/20	Program Ended
Alijah Trujillo	Career Link	Laborer	8/7/20	Program Ended
Angel Clarke	Career Link	Laborer	8/9/20	Program Ended
Angelica Short	Career Link	Laborer	8/7/20	Program Ended
Arthur Jones	Career Link	Laborer	8/21/20	Program Ended
Daniel Rosario	Career Link	Laborer	8/2/20	Program Ended
Destiny Badillo	Career Link	Laborer	8/16/20	Program Ended
Emer Salmon	Career Link	Laborer	8/7/20	Program Ended
Floyd Godoy	Career Link	Laborer	8/9/20	Program Ended
Isaias Ynfante	Career Link	Laborer	8/23/20	Program Ended
Jordan Davis	Career Link	Laborer	8/7/20	Program Ended
Kareem Smith	Career Link	Laborer	8/9/20	Program Ended
Kayla Lindo	Career Link	Laborer	8/7/20	Program Ended
Latrell Rodgers	Career Link	Laborer	8/23/20	Program Ended
Lovely LeBlanc	Career Link	Laborer	8/7/20	Program Ended
Melia Whittle	Career Link	Laborer	8/23/20	Program Ended
Sobeida Godoy	Career Link	Laborer	8/30/20	Program Ended
Thomas Cully	Career Link	Laborer	8/16/20	Program Ended
Xzy-Nae Campbell	Career Link	Laborer	8/7/20	Program Ended
<b>CHANGES:</b>				
Tatiana Chaplar	Aging	21 Prog Mgr 1/Outr Supr	9/30/20	Probation Completed
Sherry Bradshaw	C&Y	20 Supervisor	10/10-10/11 & 10/13/20	LOA
Sherry Bradshaw	C&Y	20 Supervisor	8/18-10/9 & 10/12/20	LOA
Josie Bonham-Marino	Cons District	17 Envir Educator PT	8/25-8/31/20	LOA
Sarah Kirkpatrick	Courts	16 Ct Recorder/Transcript	10/5/20	Promotion
Kelly Kelly	Courts	18 Court Reporter	9/14/20	RTW Early
Michelle Nicholas	Courts	18 Court Reporter	9/4-9/18/20	LOA
Mandi Dobek	Dom Rela	10 Enforc Spec	8/18/20-2/17/21	LOA Intermittent
Jacqueline Genest	Fiscal	13 Acct Tech	9/9/20	LOA
Jacqueline Genest	Fiscal	13 Acct Tech	8/26-9/8/20	LOA
Thomas Pagliaro	Jail	18 Sergeant	10/6-10/30/20	LOA
Thomas Pagliaro	Jail	18 Sergeant	7/14-10/5/20	LOA
Arkadiusz Martynowicz	Jail	CO II	9/16-10/9/20	Extend Modified duty
Blake Schiller	Jail	CO II	8/1-8/17/20	LOA
Blake Schiller	Jail	CO II	9/21-9/25/20	LOA
Cecil Johnson	Jail	CO II	9/16-9/17/20	2-day Working Suspension
Damien Caban	Jail	CO II	9/3 - 9/17/20	Extend Modified duty
Dwayne Darab	Jail	CO II	9/11/20	1-day Working Suspension
Elizabeth Knight	Jail	CO II	8/18-9/8/20	Extend Modified duty
Elizabeth Knight	Jail	CO II	9/9-10/9/20	LOA
Eric Ramos	Jail	CO II	9/1/20 - 12/31/20	Extend LOA
James Landon	Jail	CO II	9/11-9/18/20	LOA
Jermaine Davis	Jail	CO II	9/2-9/4/20	3-day Working Suspension
Michael Ackerman	Jail	CO II	8/31/20	Change RTW Full Duty Date
Michael Ackerman	Jail	CO II	8/29-8/30/20	Extend Modified duty
Steven Hayden	Jail	CO II	9/2-9/4/20	3-day Working Suspension
Teresa Madej	Maint	3 Custodian	9/1-9/7/20	Extend LOA
Ana Maria Saavedra	PD	10 Appl/Intake Analyst	10/3/20	Extend probation 2 months
Janine Cucinotta	PD	12 Head Legal Sec	8/24-9/13/20	LOA
Amanda Berwick	Proth	8 Records Tech	8/24/20	Probation Completed
Shanellie Sosa	Sheriff	16 Deputy Sheriff	8/26/20	Probation Completed
Linda Siptroth	Sheriff	8 Real Estate Clerk	9/3-9/20/20	LOA
Kaytlyn Caiola	Sheriff	8 Records Tech	9/7/20-12/31/20	LOA
Eileen Leonard	Voter Reg	8 Rec Tech Sheriff (Data Entry)	9/9/20	Correct typo Grade - Temp
<b>MISCELLANEOUS:</b>				
Request from C&Y Director, Adelaide Grace for donation of leave for Sherry Bradshaw C&Y Supervisor.				
Request from Court Administrator John Goldner to replace one 18 Court Reporter position with a 16 Court Recorder/				

b) Requests to work additional hours:

i) Sheriff's Office Overtime Report for the period ending 8/30/20:

- (1) Deputies – 33.25 hours
- (2) Clerks – 2.50 hours
- (3) Security – 56.00 hours

ii) Assessment Office:

- (1) Barb Keiper and Paula Margretta 10 hours per week to 10/2/20 to help with tax Claim payments
- (2) Cindy Cook 5 hours per week from 9/21/20 through 10/16/20 to help enter deeds

**M-2020-211** Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to approve the actions listed below:

- a) Vouchers Payable:
  - i) \$1,431,738.08 for the week ending 9/4/20
  - ii) \$751,330.87 for the week ending 9/11/20
- b) Gross Payroll:
  - i) \$1,140,718.72 for the period ending 8/30/20
- c) Healthcare Benefits Payments:
  - i) Highmark Blue Cross/Blue Shield:
    - (1) \$65,518.51 on 9/4/20
    - (2) \$76,867.09 on 9/8/20
  - ii) Geisinger:
    - (1) \$93,715.91 on 8/31/20
    - (2) \$76,842.17 on 9/9/20
  - iii) Dental Claims:
    - (1) \$5,058.33 on 9/4/20
    - (2) \$6,347.68 on 9/11/20
  - iv) ConnectYourCare:
    - (1) \$628.94 on 9/4/20
    - (2) \$1,841.05 on 9/11/20

**M-2020-212** Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to approve the actions listed below, as requested by Children and Youth Services:

- a) Execute the following Subsidy Agreements For Permanent Legal Custodian:
  - i) D.S.
  - ii) J.S.
- b) The Revised Third Quarter 2019-2020 Juvenile Probation Office Title IV-E Claim in the amount of \$7,675.97
- c) Execute a Contract For Professional Services with Justice Works Youth Care for the period of 7/1/20 through 6/30/21, with a maximum amount not to exceed \$300,000.00
- d) Execute the following Purchase of Service Agreements for the period of 7/1/20 through 6/30/21:
  - i) Community Services Foundation Inc. - \$90,000.00 contract limit
  - ii) The Children's Home of Easton, Inc. - \$300,000.00 contract limit
  - iii) Children's Service Center of Wyoming Valley, Inc. - \$50,000.00 contract limit
  - iv) Friendship House - \$75,000.00 contract limit
  - v) Clear Vision Residential Treatment Services, Inc. - \$125,000.00 contract limit

**M-2020-213** Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to approve the actions listed below:

- a) Ratify the Budget Adjustment Report dated 8/31/20 totaling \$5,000.00
- b) The Budget Adjustment Report dated 9/10/20 totaling \$28,206.00
- c) The use of Courthouse Square on 9/26/20 at 5 p.m., by Nicole Riddick to hold a prayer vigil
- d) Execute an Agreement with PA Department of State to receive, at no charge, Netflow and intrusion detection system monitoring for cyber threats and vulnerability identification, as well as mitigation recommendations for the County computer network
- e) Execute a Contract Service Provider Agreement with Matthew J. Perry, Esquire to serve as a Special Public Defender in conflict cases
- f) Accept and present for public review the Eastern Monroe Active Transportation Plan, as requested by the Planning Commission as a component of the County Comprehensive Plan
- g) The First Amendment to the COVID-19 County Relief Block Grant Contract revisions to Appendix C and further authorize the Finance Director to E-sign the document
- h) Add the following vendors to the County List of Approved Vendors:
  - i. Underwater Screening Services, Inc. – Commissioners
  - ii. Brian P. Henneberry – Aging
  - iii. AeroClave, LLC – Emergency Management

**M-2020-214** Motion by Vice-Chairman Moyer, seconded by Commissioner Christy and carried to approve the action list below Capital Purchases Report dated 9/10/20:

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
<b>APPROVED CAPITAL:</b>						
Correctional Facility	101.4232.9575.0000	Capital Expenditure	1	Compressed Air Dryer	Zoro-Lowest Quote	\$ 806.54
Sheriff	101.4197.7109.0000	Uniforms	1	Bullet Proof Vest	Starr Uniform-Sole Source	\$ 850.00
<b>TOTAL APPROVED CAPITAL</b>						<b>\$ 1,656.54</b>
<b>REQUESTS WITH TRANSFER: (see Budget Adjustment Report)</b>						
<b>TOTAL REQUESTS W/TRANSFER</b>						<b>\$ -</b>
<b>GRANT FUNDED &amp; OTHER:</b>						
COVID-19 Relief Block Grant	177.4010.8800.2005	County Initiative	1	Room Decontamination System and Accessories, including shipping & handling	Aeroclave-Lowest Quote	\$ 17,038.00
<b>TOTAL GRANT FUNDED &amp; OTHER</b>						<b>\$ 17,038.00</b>
<b>TOTAL CAPITAL REQUESTS</b>						<b>\$ 18,694.54</b>

Vice-Chairman Moyer gave an update on the County COVID grant.

Chairman Laverdure adjourned the meeting at 9:50 a.m.

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Greg Christine, Chief Clerk/Administrator

**M-2020-208 thru M-2020-214**