



MONROE COUNTY BOARD OF COMMISSIONERS' MEETING
November 18, 2020

The regular meeting of the Monroe County Board of Commissioners was held on Wednesday, November 18, 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, Chief Clerk/Administrator Greg Christine, and Administrative Secretary Cindy King.

Chairman Laverdure called the meeting to order at 9:35 a.m. with a moment of silence and the pledge of allegiance to the flag.

There was no public comment on agenda items.

Chairman Laverdure recessed the meeting at 9:37 a.m. to convene Assessment Board Meeting for corrections to the duplicate.

M-2020-239 Motion by Vice-Chairman Moyer, seconded by Commissioner Christy and carried to approve the corrections to the duplicate, as follows, as requested by Cindy Cook, on behalf of the Chief Assessor Cindy Treible.

Additions – None
Subtractions - \$8,025,620.00

Chairman Laverdure closed the Assessment Board at 9:38 a.m. and continued with the regular meeting.

Mr. Joseph Pierce, the County's Bond Counsel, and Ms. Laura B. Kurtz, Esquire, Eckert Seamans Attorneys at Law, were virtual to review the proposed bond ordinance authorizing the issuance of general obligation debt in the amount of \$12,850,000. Attorney Laura Kurtz summarized the ordinance, explaining the funds will be applied for undertaking the courthouse expansion project.

Vice-Chairman Moyer asked a question regarding the debt amount. Attorney Kurtz gave clarification.

M-2020-240 Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to approve the following:

- a) The minutes of the 10/21/20 Commissioners' Meeting
- b) Amend Motion M2020-207 to reflect the following changes:
Increase the Computer Capital Purchases Report in the amount of \$123.25 to reflect the increased cost of a laser printer for the Public Defender

M-2020-241 Motion by Vice-Chairman Moyer, seconded by Commissioner Christy and carried to approve the actions listed below:

- a) Personnel Agenda:
- b) Requests to work additional hours:
 - i) Sheriff's Office Overtime Report for the period ending 10/25/20:
 - (1) Deputies – 21.00 hours
 - (2) Clerks – 24.25 hours
 - (3) Security – 37.25 hours
 - ii) Sheriff's Office Overtime Report for the period ending 11/8/20:
 - (1) Deputies – 36.00 hours
 - (2) Clerks – 17.50 hours
 - (3) Security – 24.25 hours

M-2020-242 Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to approve the actions listed below:

- a) Vouchers Payable:
 - i) \$1,016,520.85 for the week ending 10/23/20
 - ii) \$997,732.80 for the week ending 10/30/20
 - iii) \$1,484,318.18 for the week ending 11/6/20
 - iv) \$1,247,692.55 for the week ending 11/13/20
- b) Gross Payroll:
 - i) \$1,226,717.77 for the period ending 10/25/20
 - ii) \$1,180,724.46 for the period ending 11/8/20
- c) Healthcare Benefits Payments:
 - i) Highmark Blue Cross/Blue Shield:
 - (1) \$42,691.22 on 10/20/20
 - (2) \$52,036.28 on 10/27/20
 - (3) \$70,196.20 on 11/3/20
 - (4) \$32,888.16 on 11/10/20
 - ii) Geisinger:
 - (1) \$148,508.69 on 10/27/20
 - (2) \$58,529.28 on 11/3/20
 - (3) \$74,851.30 on 11/10/20
 - iii) Dental Claims:
 - (1) \$6,678.92 on 10/23/20
 - (2) \$1,276.00 on 10/28/20
 - (3) \$2,961.03 on 10/30/20
 - (4) \$4,576.32 on 11/6/20
 - (5) \$5,189.71 on 11/13/20
 - iv) Flexible Spending Account:
 - (1) \$72.10 on 10/27/20
- v) ConnectYourCare:
 - (1) \$1,008.74 on 10/23/20
 - (2) \$848.39 on 10/30/20
 - (3) \$500.45 on 11/6/20
 - (4) \$614.30 on 11/13/20

M-2020-243 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) Ratify execution of a Purchase of Service Agreement with Bucks County for the period 7/1/20 through 6/30/21 in an amount not to exceed \$450,000.00
- b) Execute the following Purchase of Service Agreements for the period of 7/1/20 through 6/30/21:
 - i) Northampton County Juvenile Justice Center - \$880,000.00 maximum contract amount (subject to proof of 3M aggregate insurance coverage)
 - ii) Drug and Alcohol Rehabilitation Services, Inc. - \$126.57 to \$157.33 per hour
 - iii) Pinebrook Family Answers - \$30,000.00 maximum contract amount
 - iv) Institute For Human Resources Services, Inc. - \$50,000.00 maximum contract amount
 - v) Cornell Abraxas Group, Inc. - \$850,000.00 maximum contract amount
 - vi) Edison Court, Inc - \$525,000.00 maximum contract amount (subject to proof of "tail coverage")
 - vii) Loftus Vegari Associates, Inc. - \$30,000.00 maximum contract amount
- c) Execute the following Subsidy Agreements for Permanent Legal Custodian for the following:
 - i) B.P.
 - ii) L.P. III

M-2020-244 Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to approve the actions listed below:

- a) Ratify Authorization the Chief Clerk to advertise the following:
 - i) Notice to Bidders for County Goods and Services for 2021
 - ii) Notice convening the Election Board on 11/4/20 at 9:30 a.m. to begin canvassing the votes

- iii) Notice of Request for Proposals for consultant services for the Countywide Hazard Mitigation Plan Update
- iv) Notice of meeting dates for the 2021 Budget Presentation and Adoption
- v) Notice of Funding Availability for the 2021 Community Services Block Grant Program
- vi) Notice of adoption of an Ordinance for Issuance of a Bond
- b) Request from GO Collaborative to place a snowman on Courthouse Square, as part of its winter art series in downtown Stroudsburg
- c) Ratify the Budget Adjustment Report dated 10/23/20 in the amount of \$4,548,201.00
- d) Budget Adjustment Report dated 11/12/20 totaling \$106,216.00
- e) A request from Dr. Catherine Taylor, Lgbtqpride, to use the vacant lot next to PNC Bank on 11/20/20 for a transgender awareness event from 6-8 p.m.
- f) Submission of the 2020/2021 First Quarter Medical Assistance Transportation Program Report in the amount of \$79,527.33
- g) Ratify execution of a Master Service Agreement and Technical Services Agreement with Zito Business for back-up internet services for County buildings
- h) Ratify Approval of a Change Order #1 to the Covid-19 Protection Project in the amount of \$1,924.00 to add a window in the Human Resources Office
- i) Execute a Professional Services Agreement with Bid4Assets effective to 12/31/2027 to allow the Sheriff's Office to hold foreclosure sales via the internet at the rate of 1.5% of the sales amount a property
- j) Accept the 2020 Water Quality Study as prepared by the Monroe County Planning Commission and Monroe County Conservation District
- k) Accept the Final Eastern Monroe Active Transportation Plan, as presented by the Monroe County Planning Commission
- l) Execute a PA State Police Automobile Theft/Motor Vehicle Insurance Fraud Intergovernmental Grant Agreement in the amount of \$89,336.00
- m) Ratify execution of the Coronavirus Emergency Supplemental Funding Grant modification in the amount of \$157,936.00
- n) Execute an Addendum to an Agreement with Zelenkofske Axelrod, LLC increasing the amount of their contract an additional 80 hours, totaling \$20,000.00, for accounting services for the Act 24 CARES Act Program
- o) Adopt the amended COVID-19 Pandemic Attendance Policy for County employees
- p) Add the following vendors to the County List of Approved Vendors:
 - i) Joyce Quinn – Aging
 - ii) Alert-All Corporation – Emergency Management
 - iii) Zoho Corporation – DIS
 - iv) Blue to Gold Law Enforcement Training, LLC – Sheriff
 - v) Commercial Pro Services Group, LLC – DIS

M-2020-245 Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to ratify execution of the following Act 24 CARES Coronavirus County Relief Fund Recipient Agreements:

- i) Lehigh Valley Oral Surgery and Implant Center, Inc. - \$50,000.00
- ii) GO Collaborative - \$9,550.00
- iii) Jimmy's Crossroads, LLC - \$6,316.00
- iv) Primrose and Jinks Professional, LLC - \$50,000.00
- v) Pocono Arts Council - \$32,700.00
- vi) A Cut Above Haircutters, Inc. - \$46,877.00
- vii) The Cure Café, Inc. - \$14,045.00
- viii) Pocono Wildlife Rehabilitation Center - \$33,660.00
- ix) Flood's Nursery and Landscaping, LLC - \$20,000.00 IDA Loan Forgiveness
- x) Mt. Gilead Camp & Conference Center - \$46,466.87
- xi) PDO, Inc. - \$50,000.00
- xii) Richard Ace - \$5,425.00
- xiii) Momentos Pizzeria & restaurant, LLC - \$34,028.00
- xiv) Debra A. Watts - \$3,564.00
- xv) Dibello Construction, Inc. - \$25,980.00
- xvi) Children's Academic Learning Center - \$6,471.00
- xvii) Sky Blue Aromatics Corp., Inc. - \$13,799.00
- xviii) E.L. Salon, Inc. - \$38,551.82
- xix) Girls on the Run Pocono - \$50,000.00
- xx) Jimmie Hilgert - \$18,338.00
- xxi) Developmental Educational Services of Monroe County - \$45,106.56
- xxii) Edge of the Woods, LLC - \$50,000.00

- xxiii) Pleasant Valley Bruins Youth Wrestling Association - \$19,598.00
- xxiv) Pocono Mountain Public Library - \$26,312.00
- xxv) Clymer Library Association of Pocono Pines - \$7,949.00
- xxvi) Countryside Preschool & Childcare Center, Inc. - \$50,000.00
- xxvii) Tepedino's, Inc. - \$50,000.00
- xxviii) PIP Enterprises, LLC - \$50,000.00
- xxix) Edgewood Service Center, LLC - \$5,849.00
- xxx) The Friendly Community Center, Inc. - \$10,161.00
- xxxi) Cherry's Restaurant, Inc. - \$50,000.00
- xxxii) Eastern Monroe Public Library - \$9,354.49
- xxxiii) Clear Mountain, LLC - \$4,500.00
- xxxiv) Minsi Trails Council #502 Boy Scouts of America - \$24,225.00
- xxxv) David L. Hall - \$4,794.00
- xxxvi) Emily Mazlo, Inc. - \$8,004.95
- xxxvii) Borough of Delaware Water Gap - \$12,529.95
- xxxviii) Borough of Delaware Water Gap - \$25,264.68
- xxxix) Blue Ridge Hook & Ladder Fire Company #1 - \$5,241.00
- xl) Nai's Merlot and Picasso - \$24,695.00
- xli) Access Squared, Inc. - \$25,626.00
- xl ii) Deerfield Spa, Inc. - \$50,000.00
- xl iii) Santosha on the Ridge, LLC - \$50,000.00
- xl iv) Michael Baxter & Associates, Inc. - \$21,652.00
- xl v) Summit Schools of the Poconos - \$50,000.00
- xl vi) Mount Pocono Borough - \$37,696.97
- xl vii) Hidden Blueprint, LLC - \$13,362.00
- xl viii) Steckel Publications, Inc. - \$50,000.00
- xl ix) Bordick & Company, Inc. - \$10,393.00
- l) Strong Mountain Media, Inc. - \$16,770.00
- li) West End Pantry, Inc. - \$7,265.11
- lii) Pocono Big Wheel, Inc. - \$20,000.00

M-2020-246 Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to execute an Electronic Monitoring Service Agreement with BI Incorporated through 10/19/21 to continue to monitor those on probation at a rate reduction from the last term, as requested by Chief Probation Officer Bernard Sikora.

M-2020-247 Motion by Vice-Chairman Moyer, seconded by Commissioner Christy and carried to execute an Agreement with Attorney Phil Stock to represent the Domestic Relations Office in bankruptcy matters for the term of 10/1/20 through 9/30/25, at the rate of \$250.00 per hour, to be paid for out of IV-D funds.

M-2020-248 Motion by Vice-Chairman Moyer, seconded by Commissioner Christy and carried to approve the action listed below, as requested by the Redevelopment Authority of the County of Monroe:

- a) Ratify execution of a Mortgage Satisfaction Piece to satisfy the Neighborhood Stabilization Program (NSP) mortgage of Crysta Lee Carey of Ivy Ridge, Smithfield Township
- b) Execute a Contract on behalf of the Area Agency on Aging with HAAG Construction in the amount of \$10,875.00, to make necessary repairs to the Loder Center Porch

M-2020-249 Motion by Vice-Chairman Moyer, seconded by Commissioner Christy and carried to approve the Capital Purchases Report dated 11/12/20, as follows:

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
APPROVED CAPITAL:						
Courts	101.4184.9575.0000	Capital Expenditure	2	2-Drawer Lateral File Cabinets	The Hon Co.-State Contract	\$ 646.80
Sheriff	101.4197.7109.0000	Uniforms	2	Bullet Proof Vests	Starr Uniform-Sole Source	\$ 1,700.00
TOTAL APPROVED CAPITAL						\$ 2,346.80
REQUESTS WITH TRANSFER: (see Budget Adjustment Report)						
TOTAL REQUESTS W/TRANSFER						\$ -
GRANT FUNDED & OTHER:						
TOTAL GRANT FUNDED & OTHER						\$ -
TOTAL CAPITAL REQUESTS						\$ 2,346.80

M-2020-250 Motion by Commissioner Christy, seconded by Vice-Chairman Moyer and carried to ratify the Computer Capital Purchases Report dated 10/26/20, as follows:

Mr. David Payne, Jr. Managing Director of PNC Capital Markets, was present and reviewed the bond purchase agreement. The aggregate principal amount is not to exceed \$10,000,000 with maximum interest rate of 6 percent. The county’s Moody rating is Aa3.

O-2020-02 Motion by Commissioner Christy, seconded by Vice- Chairman Moyer and carried to enactment of an Ordinance authorizing the issuance of the County’s General Obligation Bonds, Series of 2020 in the maximum principal amount of \$12,850,000 with the proceeds thereof to be applied toward the costs of certain capital projects, which projects include, but are not limited to, the planning, design, purchase, acquisition, placement and construction of an addition to the County Courthouse (the “Courthouse Addition Project”), all as more fully set forth in the Ordinance. Commissioner Christy yes, Vice-Chairman Moyer yes, and Chairman Laverdure yes. The motion carries unanimously.

There was no public comment.

Chairman Laverdure adjourned the meeting at 10:07 a.m.

Greg Christine, Chief Clerk/Administrator

M-2020-239 thru M-2020-250
O-2020-02