



MONROE COUNTY BOARD OF COMMISSIONERS' MEETING

May 4, 2022

6:00 p.m.

The regular meeting of the Monroe County Board of Commissioners was held on Wednesday, May 4, 2022 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, County Solicitor John D. Dunn (zoom), Chief Clerk/Administrator Greg Christine. Commissioner John D. Christy was not in attendance.

Chairman Laverdure called the meeting to order a 6:05 p.m. with a moment of silence and the pledge of allegiance to the flag.

There was no public comment on agenda items.

M-2022-95 Motion by Vice-Chairman Moyer, seconded by Chairman Laverdure and carried to approve the minutes of the April 20, 2022 Commissioners' Meeting, as presented.

Ms. Maria Martinez and her daughter representing National Alliance on Mental Illness (NAMI) accepted the proclamation on behalf of NAMI and thanked the Commissioners for their support.

The Commissioners thanked Antoninette Grimm who is retiring, with thirty-six (36) years of service with the county. The Commissioners thanked Antoninette for her dedication and years of employment with the County.

The Commissioners congratulated the following Eagle Scouts for achieving the Scouting's most distinguished honor: Alec Shonk, Sean Droll and Justin Rankel.

M-2022-96 Motion by Vice-Chairman Moyer, seconded by Chairman Laverdure and carried to approve/ratify the proclamation and certificates of special recognition:

May 2022 - Mental Health Awareness Month – Proclamation
Antoninette Grimm – Years of Service to the County - Certificate
Alec Shonk – Eagle Scout - Certificate
Sean Droll – Eagle Scout - Certificate
Justin Rankel – Eagle Scout- Certificate

M-2022-97 Motion by Vice-Chairman Moyer, seconded by Chairman Laverdure and carried to approve the actions listed below:

a) Personnel Agenda:

NAME:	DEPT:	POSITION:	DATE:	REASON:
NEW HIRES:				
Claudia Vitiello	Aging	37 Care Manager 3	5/16/22	New Hire/Replacement
Erica MacLeod	Aging	27 Clerk Typist	5/16/22	New Hire/Replacement
Nicole Cowie	Aging	35 Care Manager 2	5/2/22	New Hire/Replacement
MacNellie Rivera	C&Y	33 Casw 1	5/2/22	New Hire/Replacement
Genevieve Martinelli	Cons Dist	3 Supervisor	6/13/22	Summer Work Crew/Rehire
Grace Gazza	Cons Dist	2 Laborer	6/13/22	Summer Work Crew
Shae-Lee Maitin	Cons Dist	2 Laborer	6/13/22	Summer Work Crew
Miriam Torres	Courts	10 Admin Assistant	5/9/22	New Hire/Replacement
Olivia Barry	Courts	10 Admin Asst - Cust Conc	5/18/22	New Hire/Replacement
Dominic Kolasensky	Jail	CO	5/2/22	New Hire/Replacement
Nygel Brapham	Jail	CO	5/2/22	New Hire/Replacement
Tajhira Stevens	Jail	CO	5/2/22	New Hire/Replacement
James McGarry	Maint	3 Custodian	5/9/22	New Hire/Replacement
Scott Marlin	Maint	3 Custodian	4/25/22	New Hire/Replacement
SEPARATIONS:				
Kevin Frein	Coroner	15 Deputy Coroner	4/14/22	Correct End Date
Alexander Marek	DA	17 Detective	6/15/22	Resigned
Kenneth Lenning	Dom Rel	17 Investigator	5/27/22	Resigned
Michaela LaBar	Fiscal	8 Office Asst Sr	5/20/22	Resigned
Anthony Matias	Jail	CO	4/25/22	Resigned
Anthony Walker	Jail	CO	4/21/22	Self Terminated
Daniel Rodriguez	Jail	CO	4/26/22	Non-Retained
Khadirah Goldsmith	Jail	CO	4/15/22	Correct End Date
Daniel Van Horn	Jail	14 Bldg Maint Tech	5/8/22	Resigned
Courtney Bruce	PD	10 App Intake Analyst	4/26/22	Self Terminated
Jesiah Schrader	Vet Affairs	17 Deputy Director	5/3/22	Resigned
CHANGES:				
Migdalia Pimentel	Aging	35 Casw 2	5/2-5/15/22	Working out of Class
Neal Gallagher	Aging	35 Casw 2	4/1-4/24/22	Change LOA End Date
Ramona Vaughn	Aging	35 Casw 2	4/19-10/18/22	Intermittent LOA
Ramona Vaughn	Aging	35 Casw 2	5/16-5/31/22	Working out of Class
Susan Pagano	Aging	37 Admin Officer I	4/22/22	Reclassified
Mallory Curtis	C&Y	35 Casw 2	4/13/22	975 Hrs Completed
Sandra Kuzmak	C&Y	27 Clerk Typist II	4/25/22	975 Hrs Completed
Michele Haydt	C&Y	22 Program Mgr II	5/20-7/5/22	LOA
Elizabeth Arzola-Plaza	C&Y	33 Fiscal Tech	4/4-4/7/22	LOA
Sherese Wyche	C&Y	35 Casw 2	6/11-8/1/22	Extend LOA
Diana Brown	C&Y	37 Casw 3	5/13-6/20/22	LOA
Doreen Santiago	Comm	8 Office Asst Sr	4/17-9/19/22	LOA
Philip Diliberto	Jail	26 Deputy Warden	4/11-4/17/22	LOA
Anthony Matias	Jail	CO	4/13-4/25/22	Intermittent LOA
Brian Lees	Jail	CO	4/29-5/9/22	Modified Duty /LOA
Charlie Silverio	Jail	CO	4/20-4/24/22	Extend LOA
Charlie Silverio	Jail	CO	4/25/22	RTW Full Duty
Erin Miller	Jail	CO	3/26-6/19/22	LOA
James Landon	Jail	CO	4/22/22	RTW Full Duty
James Wise	Jail	CO	4/21-5/13/22	Modified Duty
Gerald Banner	Maint	4 Custodian	4/25/22	Probation Complete
Linda Destefano	Maint	4 Custodian Sr	4/8-10/7/22	Intermittent LOA
Kim Borger	Planning	15 Cartog/Planner	5/9-8/1/22	LOA
Natasha Bronne	Prob - Adult	16 Prob Officer Trainee	5/9/22	Promotion
Ashley Butler	Proth	11 Deputy Proth	5/9/22	Promotion
Nicholas Cirranello	Sheriff	16 Deputy	4/18-4/26/22	Act 17 LOA
Rolando Acosta	Sheriff	17 Corporal	4/21-4/30/22	Act 17 LOA
Kaytlyn Weitzel	Sheriff	8 Real Estate Clerk	3/29-4/1/22	LOA
Stephanie Chieffo	Treasurer	9 Accounting Tech	4/14-4/24/22	LOA
MISCELLANEOUS:				
Request from Adelaide Grace, Director	Children & Youth	to hire a temporary Manpower fiscal technician	May 3, 2022	
Delete a 33 Fiscal Tech position in the Aging office and replace it with a 37 Admin Officer I position April 22, 2022				

- b) Approve/Ratify Requests to work additional hours:
 - i) Sheriff's Office Overtime Report for the period ending 4/24/22:
 - (1) Deputies – 23.25 hours
 - (2) Security – 50.50 hours
 - (3) Clerks – 36.50 hours

M-2022-98 Motion by Vice-Chairman Moyer, seconded by Chairman Laverdure and carried to approve the actions listed below:

- a) Vouchers Payable:
 - i) \$949,631.11 for the week ending 4/22/22
 - ii) \$1,231,669.63 for the week ending 4/29/22
- b) Gross Payroll:
 - i) \$1,257,163.81 for the period ending 4/24/22
- c) Healthcare Benefits Payments:
 - i) Highmark Blue Cross/Blue Shield:
 - (1) \$41.20 on 4/19/22
 - (2) \$446,139.94 on 4/26/22
 - ii) Geisinger:
 - (1) \$71,261.22 on 4/19/22
 - (2) \$78,664.38 on 4/26/22
 - iii) Dental Claims:
 - (1) \$4,314.24 on 4/18/22
 - (2) \$3,933.96 on 4/22/22
 - (3) \$1,030.45 (admin. fee)
 - (4) \$5,143.94 on 4/29/22
 - iv) Flexible Spending Account:
 - (1) \$756.01 on 4/29/22
 - v) ConnectYourCare:
 - (1) \$1,297.41 on 4/18/22
 - (2) \$1,919.47 on 4/22/22

M-2022-99 Motion by Vice-Chairman Moyer, seconded by Commissioner Christy and carried to approve the actions listed below:

- a) Approve/Ratify the Travel Request Report – Aging, Assessment, Children & Youth, Conservation District, Sheriff and Planning
 - i) Public Defender's Office:
 - (1) Angela Ramos-Morales to Harrisburg, PA., to attend the PACDL Annual Conference from 4/28/22 through 4/29/22
 - ii) Treasurer's Office:
 - (1) Theresa Johnson to Harrisburg, PA., from 6/6/22 through 6/10/22, to attend the PA Treasurer's Association Annual Conference

M-2022-100 Motion by Vice-Chairman Moyer, seconded by Chairman Laverdure and carried to execute an Agreement with Paradise Township, at a cost of \$100.00, to allow the agency to use the Township Park on 5/20/22 to hold a senior center picnic, as requested by the Area Agency on Aging.

M-2022-101 Motion by Vice-Chairman Moyer, seconded by Chairman Laverdure and carried to approve the actions listed below, as requested by Children and Youth Services:

- a) Approve the Second Quarter 2021-2022 C&Y Fiscal Report totaling \$7,235,284.00
- b) Ratify execution of An Amended Purchase of Service Contract (Motion 2021-146) with Cornell Abraxas Group, LLC to include Residential Mental Health Services to the Agreement
- c) Execute the following Purchase of Service Agreements for the period of 7/1/21 through 6/30/22:
 - i) Genesis Home of New Beginnings - \$110,000.00
 - ii) ChildFirst Services, Inc. - \$100,000.00
- d) Execute the following Purchase of Service Agreements for the period of 7/1/22 through 6/30/23:

- i) Adelphoi Village, Inc. - \$600,000.00
- e) Execute an Adoption Assistance Agreement for E.H

M-2022-102 Motion by Vice-Chairman Moyer, seconded by Chairman Laverdure and carried to approve the actions listed below:

- a) Approve the Budget Adjustment Report dated 4/28/22 totaling \$69,335.00
- b) Authorize the Chief Clerk to advertise a public notice to announce the availability of funding requests for the 2022-2023 Human Services Development Fund (HSDF) and Homeless Assistance Program (HAP)
- c) Except a proposal from Schoonover & Vanderhoof in an amount not to exceed \$9,600.00 for Construction Documents, Bidding and Construction Administration for the Roof Replacement Project at the Monroe County Conservation District Office
- d) Ratify execution of the following Change Order for the Courthouse Expansion/Renovation Project:
 - i) Lobar Construction - GC-005 - \$8,553.48 (add)
- e) Add the following vendors to the County List of Approved Vendors:
- f) Fiscal:
 - i) David E King
 - ii) Frank Guastella
 - iii) Jeffrey Burger
 - iv) Robert Forder
 - v) Sanford Preston
 - vi) Axis Stroudsburg Storage LLC
 - vii) Mairi Pennise
 - viii) Pocono Square Associates
 - ix) First National Real Estate
 - x) Fabian Import Export LLC
 - xi) Hamilton of Stroudsburg LLC
 - xii) Kopelson PA Properties LLC
 - xiii) Michael James Sepos
 - xiv) Najat El Yaagoulbi
 - xv) Raymond Keeley
 - xvi) 1015 Salamanca Lane LLC
 - xvii) 622 Main St LLC
 - xviii) Juan Gomez
 - xix) Larry Smith
 - xx) Ronald Royalty
 - xxi) Sandra Robles
 - xxii) Yim Ling Hong
 - xxiii) Dale Butz
 - xxiv) Gerald Cummiskey
 - xxv) Green Mountain Estates
 - xxvi) Iris Torres
 - xxvii) Janine Fish
 - xxviii) Northeast Investor's Group Inc
 - xxix) Oleg Gavriluk
 - xxx) Peter Properties LLC
 - xxxi) Roshan Singh
 - xxxii) Henry M Scheaffel
 - xxxiii) Brian W Evans
 - xxxiv) Frank Ellis Niles Jr
 - xxxv) Rodoslav Liskov
 - xxxvi) Curtis W Mitchell
 - xxxvii) Loretta Sanderson
 - xxxviii) Manuel Sales
 - xxxix) Paul Staniszewski
 - xl) Susan C Beresk
 - xli) Todd C Wadas

- g) District Attorney:
 - i) Steven R Mack
- h) OEM:
 - i) Richard E Weaver

Vice-Chairman Moyer stated that the majority of the vendors are landlords' receiving payments from the Emergency Rental Assistance Program (ERAP) because their tenants were in arrears in their rent payments. He noted that approximately \$14 million has been spent in support of rental and utilities payments.

M-2022-103 Motion by Vice-Chairman Moyer, seconded by Chairman Laverdure and carried to approve the 2021/2022 Medical Assistance Transportation Program 3rd Quarter Report in the amount of \$104,814.04, as requested the Monroe County Transportation Authority.

M-2022-104 Motion by Vice-Chairman Moyer, seconded by Commissioner Christy and carried to execute a Subrecipient Agreement with the Redevelopment Authority of the County of Monroe for the 2021 Community Development Block Grant (CDBG) Program, as requested by the Redevelopment Authority.

M-2022-105 Motion by Vice-Chairman Moyer, seconded by Commissioner Christy and carried to approve the actions listed below, as requested by the Office of Emergency Management:

- a) Accept a proposal from Emergency Management Consulting, LLC (lowest of two) in the amount of \$9,500.00, to be paid from the 2022-2023 HMRF Grant, to conduct a Commodity Flow Study for the County
- b) Authorize submission of an application for a Hazardous Materials Emergency Preparedness (HMEP) Grant with the PA Emergency Management Agency in the amount of \$63,400.00

M-2022-106 Motion by Vice-Chairman Moyer, seconded by Chairman Laverdure and carried to approve the Capital Purchases Report dated April 28, 2022, as follows:

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
APPROVED CAPITAL:						
Emergency Management	101.4291.9575.0000	Capital Expenditure	1	Upblast Exhaust Ventilator	Super Heat-Sole Source	7,885.00
Tax Assessment	101.4136.9575.0000	Capital Expenditure	1	Heavy Duty Shelving including Delivery & Installation	Aurora-State Contract	1,115.40
TOTAL APPROVED CAPITAL						\$ 9,000.40
REQUESTS WITH TRANSFER: (see Budget Adjustment Report)						
Commissioners	101.4111.5522.0000	Minor Equipment	1	Desk Riser	Office Service So-State Contract	339.27
TOTAL REQUESTS W/TRANSFER						\$ 339.27
GRANT FUNDED & OTHER:						
ERAP	177.4490.2009.8801.0000	Administrative Expenses	1	Novo Mesh Task Chair	Office Service Co-State Contract	378.12
S.F.P.P.	770.4490.2003.9575.0000	Capital Expenditure	1	Platform Truck	Zero-Lowest Quote	498.00
TOTAL GRANT FUNDED & OTHER						\$ 876.12
TOTAL CAPITAL REQUESTS						\$ 10,215.79

M-2022-107 Motion by Vice-Chairman Moyer, seconded by Chairman Laverdure and carried to approve the Computer Capital Purchases Report dated April, as follows:

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
APPROVED CAPITAL:						
TOTAL APPROVED CAPITAL						\$ -
REQUESTS WITH TRANSFER:	(see Budget Adjustment Report)					
TOTAL REQUESTS W/TRANSFER						\$ -
GRANT FUNDED & OTHER:						
ERAP	177.4490.2009.8801.0000	Administrative Expenses	2	Laptops with Docking Stations	Dell-State Contract	2,415.54
ERAP	177.4490.2009.8801.0000	Administrative Expenses	2	Adobe Acrobat Standard	GovConnection-Lowest Quote	507.40
Children & Youth	751.4428.6041.4640.0391	Grant Funded Expenses	5	Microsoft Surface Power Supply Chargers	SCW-Lowest Quote	336.00
TOTAL GRANT FUNDED & OTHER						\$ 3,258.94
TOTAL CAPITAL REQUESTS						\$ 3,258.94

Chairman Laverdure reported that Community Night was held on May 3, 2022 at the Northampton Community College Monroe Campus sponsored by the Children’s Roundtable of Monroe County. It was a great event with all the school districts participating and one-hundred (100) plus vendors in attendance.

Chairman Laverdure asked if there was any public comment. No comment was received.

Chairman Laverdure adjourned the meeting at 6:21 p.m.

Greg Christine, Chief Clerk/Administrator

M-2022-95 thru M-2022-107

TRAVEL REQUEST REPORT

Travel ID	Travel Date(s)	Traveler(s)	Destination	Purpose of Travel	Est. Costs
AREA AGENCY ON AGING					
2022-0075	05/18/2022 -- 05/18/2022	Megargle, Mary Claire	Irem Clubhouse, Dallas PA	NE Council on Aging meeting	\$0.00
2022-0076	05/11/2022 -- 05/11/2022	Megargle, Mary Claire	Palmerton Hotel	NE Regional Directors meeting	\$11.00
2022-0083	06/06/2022 -- 06/08/2022	Megargle, Mary Claire	Wynndham Gettysburg	P4A Membership meeting	\$533.58
ASSESSMENT					
2022-0079	06/13/2022 -- 06/15/2022	Rinker, Steven	PENN STATER HOTEL	GIS ANNUAL CONFERENCE	\$529.14
CHILDREN & YOUTH SERVICES					
2022-0078	04/29/2022 -- 04/29/2022	Perez, Michael	Pittston Pa	Training	\$0.00
CONSERVATION DISTRICT					
2022-0071	05/03/2022 -- 05/06/2022	LucyKanish, David	Harrisburg, PA	Spring 102/105 Basic Technical Training	\$0.00
2022-0073	04/25/2022 -- 04/25/2022	Drew Wagner Mike Wilk	Harrisburg, PA	District Engineers meeting	\$0.00
2022-0077	05/03/2022 -- 05/03/2022	Heaney, Kristina David Hooker	McDade Park	Local work group meeting	\$0.00
OFFICE OF THE SHERIFF					
2022-0080	05/03/2022 -- 05/03/2022	Kochan, Mateusz	Williamsport PA	Continuing education	\$0.00
PLANNING					
2022-0081	05/05/2022 -- 05/05/2022	Horan, Fallon Perkins, Willow Horan, Fallon Perkins, Willow	NEPA Trails Symposium	Meeting and site visit	\$0.00