



MONROE COUNTY BOARD OF COMMISSIONERS  
May 20, 2026

The regular meeting of the Monroe County Board of Commissioners was held on Wednesday, May 20, 2026, in the Commissioners' Public Meeting Room at the Monroe County Administrative Center with the following present: Chairman John D. Christy, Vice-Chairman David C. Parker, Commissioner Sharon S. Laverdure, Solicitor Todd W. Weitzmann, Chief Clerk/Administrator Robert J. Gress and Administrative Secretary Cindy Cook.

Chairman Christy opened the meeting at 9:32 a.m. with a moment of silence followed by the pledge allegiance to the flag.

There was no public comment on agenda items.

Chairman Christy recessed the regular meeting at 9:34 a.m. and opened an assessment board meeting for corrections to the duplicate.

**M-2026-139** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the corrections to the duplicate as follows, as requested by Deborah Storman, Chief Assessor:

Additions -	\$ 0
Subtractions -	<u>\$178,000.00</u>
Total -	(\$178,000.00)

Chairman Christy closed the Assessment Board meeting at 9:35 a.m. and continued with the regular meeting.

Jennifer Mercereau, Penn State Extension Client Relationship Manager, gave an update on programs and events that the Penn State Extension is offering. Ms. Mercereau stated the master gardener program last session is today after a six (6) week session, she also noted there are many new webinars being offered online. Ms. Mercereau announced the master gardener plant sale will be held on May 30, 2026, at the extension office, which is located at 724 Phillips St., Stroudsburg from 10:00 a.m. until 1:00 p.m. unless sold out sooner.

Erin Greenleaf, 4-H Educator, gave an update regarding the 4H programs. Ms. Greenleaf announced fourteen (14) youth will be participating in the residential camp this summer and commented that is the most youth that have participated to date. 4-H will also be offering some day camps which will be held at the extension office and are open to 4-H members and nonmembers ages eight (8) through eighteen (18). Ms. Greenleaf stated the 4-H club will be very active at the West End Fair this year including participating in their fourth (4<sup>th</sup>) annual livestock sale on August 29, 2026, at noon. Ms. Greenleaf is also working with the Office of Emergency Management and various first responder groups to launch a youth emergency preparedness club to assist in getting more youth involved with volunteer firefighter and volunteer EMS positions.

**M-2026-140** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the actions listed below:

Amend Motion 2026-128 dated 05/06/2026 to change the Opioid Settlement Fund payment to Kudu Creative from \$4,284.00 to \$4,997.63.

Amend Motion 2026-101 dated 04/01/2026 and Motion 2026-131 dated 05/06/2026 (Execution of CSBG Subrecipient Contracts for Monroe and Pike Counties) to clarify that Family Promise of Monroe County's allocations were included in one contract totaling \$81,000.00.

Acknowledge opening of bids and defer action until June 3, 2026, meeting for sale of vehicles received May 8, 2026, as follows:

Year	Make/Model	Purchaser	Net Amount		Money Credited to
			To County	Auction Fees	
2013	Chevy Equinox	Jermaine Stevenson	\$ 875.00	\$ 109.37	DTF
2013	Ford Escape	Luis Morales	\$ 2,575.00	\$ 321.87	DTF
2012	Chrysler 200	Claudia Morales	\$ 1,975.00	\$ 246.87	DTF
2008	Lexus IS	James Passmore	\$ 2,400.00	\$ 300.00	DTF
2009	Mazda CX-7	Andres Arboleda	\$ 1,050.00	\$ 131.25	DTF
2018	Audi Q7	Tarun Sharma	\$ 13,000.00	\$ 1,625.00	DTF
2012	Ford Explorer	Kwanza Smith	\$ 4,350.00	\$ 543.75	Probation
		<b>Total</b>	<b>\$ 26,225.00</b>	<b>\$ 3,278.11</b>	

Approve the minutes of May 6, 2026, Commissioners' Meeting.

**M-2026-141** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to present the following certificates of special recognition:

Wyatt Ayden Hubbard – Eagle Scout  
Tivesha Patrick McDowald – America250PA Keystone Art Initiative  
Jane MacHale – America250PA Keystone Art Initiative  
Madalyn Minchhoff – America250PA Keystone Art Initiative  
Wyoming County Commissioners – America250PA Art Keystone

Vice-Chairman Parker spoke about the Keystone which was presented to Wyoming County.

Vice-Chairman Parker also highlighted both the Middle Smithfield Keystone by Jane MacHale and Paradise Township's Keystone by Pocono Mountain art students which were unveiled yesterday. Vice-Chairman Parker stated East Stroudsburg Borough's Keystone will be unveiled tomorrow.

**M-2026-142** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the following actions:

a) Personnel Agenda:

FIRST NAME	DEPARTMENT:	POSITION:	STEP:	DATE:	REASON:
<b>NEW HIRES:</b>					
Oyola, Jennifer	C&Y	35 Casw II	N/A	6/1/26	New Hire/Replacement
Transue, Cynthia	C&Y	27 Clerk Typist II	N/A	5/26/26	New Hire/Replacement
Werkheiser, Heath	C&Y	33 Casw 1	N/A	5/26/26	New Hire/Replacement
Quintois, Thomas	Planning	America250 Intern- Temp	N/A	6/1/26	New Hire/Temp
Vonada, Logan	District Attorney	22 Asst Dist Atty*	N/A	9/8/26	New Hire/Replacement
Worden, Madeline	District Attorney	CID Intern-PT	N/A	5/26/26	Change Start Date- New Hire/Temp
Riasat, Ali	Maintenance	1 Tradesworker I (Night)	1	5/11/26	Rescinded Job Offer
Domin, Sarah	Probation- Adult	16 Prob Offr Trainee	N/A	6/1/26	New Hire/Replacement
Huerta, Luis	Sheriff	4 Armed Bailiff	1	6/1/26	New Hire/Replacement
Rosa, Navarre	Sheriff	3 Bailiff	1	5/26/26	New Hire/Replacement
<b>SEPARATIONS:</b>					
Sanders, Darryl	CareerLink	Laborer	N/A	5/8/26	End of Program
Ferrara, Gabrielle	Commissioners	8 Records Archivist	5	5/27/26	Resigned
Montgomery, Brenda	Controller	11 Accountant*	5	6/3/26	Change End Date- Resigned
Scullion, James	Coroner	8 Office Manager/Deputy Coroner	6	5/29/26	Retired
Fearon, Malik	Correctional Facility	CO II	N/A	5/11/26	Resigned
LaBar, James	Maintenance	1 Tradesworker I (Night)	6	5/15/26	Retired
Butler, Teneasia	Sheriff	3 Bailiff	1	5/13/26	Non-Retained
<b>CHANGES:</b>					
Brownley Knights, Chandra	Aging	37 Care Manager 3	N/A	4/28-10/27/26	Intermittent LOA
Felker, Susan	Assessment	11 Deputy Chief Assessor	3	4/6-4/13/26	LOA
Rodriguez, Brianna	C&Y	33 Casw 1	N/A	4/29/26	Probation Complete
Stoop, Marisa	C&Y	37 Casw 3	N/A	5/18/26	PT to FT
Donna, Barrett	Conservation District	8 Environmental Educator*	5	5/6/26	RTW Full Duty
Wayne, Drew	Conservation District	17 Hydraulic Engineer*	10	5/18-8/10/26	LOA
Howard, Babyanne	Controller	12 Deputy Controller*	5	5/12/26	Probation Complete
Estrada, Brandon	Correctional Facility	CO	N/A	4/28-5/13/26	Extend LOA
Estrada, Brandon	Correctional Facility	CO	N/A	5/14-6/3/26	Extend LOA
Holt, Brittney	Correctional Facility	CO II	N/A	5/14-6/21/26	LOA
Jones, Ariel	Correctional Facility	CO II	N/A	4/15-4/17/26	LOA
Ortiz, Diana	Correctional Facility	CO II	N/A	5/19-11/16/26	Intermittent LOA
Schiller, Blake	Correctional Facility	13 Lieutenant*	7	4/13-4/17/26	LOA
Spikes, Donnell	Correctional Facility	10 Sergeant	1	3/25-3/31/26	LOA
Spikes, Donnell	Correctional Facility	10 Sergeant	1	4/15-4/19/26	LOA
Weissbach, Amy	Correctional Facility	6 Administrative Coordinator	10	5/11-11/11/26	Intermittent LOA
Molkenthin, Barbara	Domestic Relations	11 Intergovernmental Specialist	N/A	5/15-6/8/26	LOA
Tulloch, Mary	Domestic Relations	12 Accounting Tech Sr.	N/A	4/24-9/29/26	Intermittent LOA
Norton, Samantha	Probation- Adult	20 Probation Officer Sr. Adult	N/A	4/20-6/2/26	LOA
Metzgar, Diane	Sheriff	4 Record Technician	8	5/8-7/31/26	LOA
Mihalopoulos, Marijana	Tax Claim	8 Supervisor	1	4/14-4/30/26	LOA

- b) Approve/Ratify Requests to work additional hours:
  - i) Sheriff's Office Overtime Report for the pay period ending 05/03/2026:
    - (1) Deputies – 35.50 hours
    - (2) Security – 45.25 hours
    - (3) Clerks – 4.50 hours

**M-2026-143** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the actions listed below:

- a) Vouchers Payable:
  - i) Dated 05/08/2026 in the amount of \$770,397.02
  - ii) Dated 05/11/2026 in the amount of \$2,487,357.28
- b) Gross Payroll:
  - i) For pay period ending 05/03/2026 in the amount of \$1,523,707.98
- c) Healthcare Benefits Payments:
  - i) Highmark Blue Cross/Blue Shield:
    - (1) Dated 05/05/2026 in the amount of \$135,434.83
    - (2) Dated 05/12/2026 in the amount of \$10,160.95
  - ii) Geisinger:
    - (1) Dated 05/11/2026 in the amount of \$53,906.37
    - (2) Dated 05/12/2026 in the amount of \$2,464.02
    - (3) Dated 05/18/2026 in the amount of \$74,288.01
  - iii) Dental Claims:
    - (1) Dated 05/08/2026 in the amount of \$6,322.36
    - (2) Dated 05/15/2026 in the amount of \$11,265.24
  - iv) Flexible Spending Account:
    - (1) Dated 05/08/2026 in the amount of \$2,684.54
    - (2) Dated 05/15/2026 in the amount of \$2,684.34
    - (3) Dated 05/18/2026 in the amount of \$209.00

**M-2026-144** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve/ratify the travel request for Pretrial/DUI Services.

**M-2026-144A** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve/ratify the Travel Requests for the following: Adult Probation, Area Agency on Aging, Conservation District, Juvenile Probation, Planning, and Vector Control.

**M-2026-145** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to reappoint the following to the Pocono Counties Workforce Development Board with a new term to expire 06/30/2029 as requested by Career Link:

- i) Karen Casciano
- ii) Vicki Herman

**M-2026-146** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to execute the following Proposed Purchase of Service Agreements for the period 07/01/2026 – 06/30/2027 as requested by Children and Youth Services:

- i) Colonial Intermediate Unit 20 – contract limit \$280,000.00 (truancy intervention services)
- ii) County of Chester – contract limit \$500,000.00 (detention center)
- iii) Homestead Family Services – contract limit \$150,000.00 (diversion family preservation)
- iv) The Children's Home of Easton Inc. – contract limit \$325,000.00 (foster care)

**M-2026-147** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the actions listed below:

- a) Approve the Budget Adjustment Report dated 05/20/2026 totaling \$1,750.00
- b) Acknowledge Final Arbitrage Report for General Obligation Bonds, Series of 2014 for the period July 10, 2014, through September 15, 2022, no arbitrage liability was incurred
- c) Accept the Central Services Cost Allocation Plan for the Fiscal Year ending 12/31/2024 as prepared by Maximus US Services, Inc.

- d) Approve/Ratify the following Opioid Grants from the Opioid Settlement Funds consistent with the uses allowed under the Opioid Settlement Agreement, Exhibit E:
  - i) Memorandum of Understanding and Agreement with Path to Peace in the amount of \$85,000.00 for treatment services
  - ii) Memorandum of Understanding and Agreement with CMP Drug & Alcohol in the amount of \$5,000.00 for full wrap of 2025 Toyota Sienna
  - iii) KUDU Creative Budget of \$21,000.00 for additional marketing for community awareness and resource availability
- e) Nominate Gina Bertucci to the Northampton Community College Board of Trustees to fill an unexpired term ending 06/30/2029
- f) Acknowledge the retirement of Andrew A. Forte from the Northampton Community College Board of Trustees
- g) Ratify Resolution updating authorized signers with ESSA Bank, Division of CNB Bank **(R-2026-3)**
- h) Acknowledge 2026 County Liquid Fuels Tax Fund allocation distribution in the amount of \$76,727.12 representing the bi-annual share
- i) Acknowledge 2026 Act 89 allocation distribution in the amount of \$27,987.17 representing the bi-annual share
- j) Add the following Vendors to the County List of Approved Vendors:
  - i) Fiscal:
    - (1) Terra Nostra Ent. Inc.
    - (2) Alexa A. Giordano (ratify)
    - (3) Essence Cotto (ratify)
    - (4) Jaquan Jeremia Brown (ratify)
    - (5) Joanellis Annais Jimenez
  - ii) District Attorney:
    - (1) Thomas F. Dougherty
  - iii) Aging:
    - (1) Tia Benjamin

**M-2026-148** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the actions listed below as requested by the Fiscal/Grants department:

- a) Ratify Authorization for Ashley Kerrick, Grants Manager to electronically submit the FY25-26 Justice Reinvestment Initiative 2 (JRI-2) Grant application for the period 04/01/2026 – 03/31/2029 in the amount of \$302,905.00 to support Probation and Treatment Court
- b) Ratify Authorization for Ashley Kerrick, Grants Manager to electronically submit the Monroe County Archives Collections Stewardship Grant application for the period 06/01/2027 – 05/31/2030 in the amount of \$349,994.00 to digitize approximately 75% of the archive’s collection to preserve and increase public access to historic records
- c) Approve the 2025 Emergency Management Performance Grant Agreement in the amount of \$66,656.00 for the performance period of 10/01/2024 – 09/30/2025 and authorize Jennifer Barclay, Fiscal Director to electronically sign of behalf of the Commissioners
- d) Authorize Jennifer Barclay, Fiscal Director to electronically sign the FY 23-24 Municipal Assistance Grant Contract First Amendment (C000089065) to extend the contract for an additional year
- e) Acknowledge receipt of the following installment awards of CSBG 2026 funding for Monroe and Pike Counties as follows:
  - i) 1<sup>st</sup> Installment      \$171,594.00
  - ii) 2<sup>nd</sup> Installment      \$208,728.00
  - Total                    \$380,322.00**

**M-2026-149** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to ratify Change Order #2 with Ring Central in the amount of \$352.00 for four (4) Cisco ATA191 Analog Telephone Adapters as requested by Information Technology and Services.

**R-2026-4** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to adopt Resolution of Local Match for State Operating Financial Assistance in the amount of \$253,128.00 for 2026-2027 as requested by the Transportation Authority.

**M-2026-150** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to ratify the Capital Purchases Report dated 05/20/2026 as follows:

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
<b>APPROVED CAPITAL:</b>						
<b>TOTAL APPROVED CAPITAL</b>						<b>\$ -</b>
<b>REQUESTS WITH TRANSFER: (see Budget Adjustment Report)</b>						
<b>TOTAL REQUESTS W/TRANSFER</b>						<b>\$ -</b>
<b>GRANT FUNDED &amp; OTHER:</b>						
Act 13 Open Space/ Gas Well	177.4336.8800.2005	County Initiative	1	Field Hockey Goal Package	Longstreth - Lowest Quote	\$ 5,714.80
<b>TOTAL GRANT FUNDED &amp; OTHER</b>						<b>\$ 5,714.80</b>
<b>TOTAL CAPITAL REQUESTS</b>						<b>\$ 5,714.80</b>

Vice-Chairman Parker announced upcoming America250PA events including the Polk Township Veterans Memorial Wall Dedication followed by an old fashioned community picnic on Sunday, May 24, 2026, beginning at 1:00 p.m. Vice-Chairman Parker also announced the Flag Day celebration being held on Sunday, June 14, 2026 at the Cresco Station Museum and reminded everyone about Patriot Recognition Day being held on Sunday, July 12, 2026 at the Barrett Administrative and Recreation Complex (BARC).

Commissioner Laverdure reminded everyone May is Mental Health Awareness Month, and she has signs and information available for anyone who would like to have them.

Chairman Christy thanked all who participated in the election yesterday and reminded everyone we still live in a civil society and to be nice to each other.

There was no public comment.

The meeting was adjourned at 9:55 a.m.

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Robert J. Gress, Chief Clerk/Administrator

**M-2026-139 through M-2026-150**  
**R-2026-3 through R-2026-4**