



MONROE COUNTY BOARD OF COMMISSIONERS
AGENDA
August 21, 2024

Open meeting

Moment of Silence and Pledge of Allegiance

Public Comment – Agenda Items Only

Public Hearing on the 2024-2025 Human Services Plan funding for the Homeless Assistance Program (HAP) and Human Services Development Fund (HSDF) - Kwanza Smith, Grants Manager

Corrections to the Duplicate, Cindy Treible, Chief Assessor

Amend Motion 2024-252 dated 08/07/2024 the Computer Capital Purchase Report to correct the purchase of Toughbooks for the Sheriff's department in the amount of \$28,322.56 to \$26,812.30 for a decrease of \$1,510.26

OLD BUSINESS

Approve the minutes of the 08/07/2024 Commissioners' Meeting
Approve the minutes of the 08/09/2024 Commissioners' Meeting

PROCLAMATIONS AND CERTIFICATES

Jacob Michael Christman – Eagle Scout
John Michael Casey – Eagle Scout
Pocono Family YMCA – 110th Anniversary of Continued Service

NEW BUSINESS

1) Personnel:

- a) Agenda:
- b) Approve/Ratify Requests to work additional hours:
 - i) Assessment Office – Five (5) hours overtime per person, per week beginning August 22, 2024, through October 31, 2024, for the following: D. Storman, S. Felker, M. Hasker, I. Santos
 - ii) Sherriff's Office Overtime Report for period ending 08/11/2024
 - (1) Deputies – 66.25 hours
 - (2) Security – 91 hours
 - (3) Clerks – 2.25 hours

2) Electronic Financial Transactions (Ratify):

- a) Vouchers Payable:
 - i) \$1,609,642.38 dated 08/09/2024
 - ii) \$2,748,595.92 dated 08/16/2024
- b) Gross Payroll:
 - i) \$1,460,056.92 for period ending 08/11/2024
- c) Healthcare Benefits Payments:
 - i) Highmark Blue Cross/Blue Shield:
 - (1) \$69,864.55 on 08/06/2024
 - (2) \$106,023.68 on 08/13/2024
 - ii) Geisinger:
 - (1) \$51,911.99 on 08/05/2024
 - (2) \$4,024.69 on 08/13/2024
 - (3) \$53,634.95 on 08/13/2024
 - (4) \$182,297.22 on 08/19/2024
 - iii) Dental Claims:

- (1) \$6,668.58 on 08/09/2024
- (2) \$5,726.45 on 08/20/2024
- iv) Flexible Spending Account:
 - (1) \$467.05 on 08/09/2024
 - (2) \$151.25 on 08/15/2024
 - (3) \$708.42 on 08/16/2024

3) Travel Authorizations (Approve/Ratify):

- a) Approve/Ratify the Travel Request Report –Adult Probation, Conservation District, Human Resources, Pretrial Services, Vector Control, and Veterans Affairs

4) Carbon- Monroe -Pike Mental Health and Developmental Services:

- a) Approve a Memorandum of Understanding and Collaborative Agreement for CIT Law Enforcement Coordinator Position Development for the period February 5, 2024, through December 31, 2025

5) Children and Youth Services:

- a) Approve the submission of the 2023-2024 3rd quarter Title IV-E Juvenile Probation Claim Report for federal reimbursement of administrative costs in the amount of \$2,785.74
- b) Execute a Purchase of Service Agreement for the period July 1, 2024 – June 30, 2025, with:
 - i) Community Haven Group Home, Inc. contract limit totaling \$260,000.00 (group home)
 - ii) Colonial Intermediate Unit 20 contract limit totaling \$280,000.00 (truancy intervention services)
 - iii) Diversified Treatment Alternative Centers LLC., contract limit totaling \$500,000.00 (residential treatment programs)

6) Commissioners' Office:

- a) Ratify the Budget Adjustment Report dated 08/08/2024 totaling \$1,834,720.00
- b) Approve the Budget Adjustment Report dated 08/16/2024 totaling \$30,665.00
- c) Ratify a proposal from Pennoni to provide Hazardous Materials Consultation for the incinerator at Pleasant Valley Manor for an estimated cost of \$8,3000.00 plus labor which will be billed on a time and expense basis in accordance with the 2024 Schedule of Fees attached to the proposal
- d) Ratify authorization for the Chief Clerk to advertise for the following:
 - i) Sale of Surplus Vehicles
 - ii) Cancellation of the August 21, 2024, Retirement Board Meeting
 - iii) Reschedule of August 21, 2024, Salary Board Meeting Time
 - iv) Request for Proposals for a Community Partnership Gun Safety Coordinator
- e) Add the following Vendors to the County List of Approved Vendors:
 - i) Correctional Facility
 - (1) TJA Use of Force Training LLC
- f) Approve revised Monroe County Purchasing Manual

7) Grants:

- a) Ratify the Fiscal Director, Jennifer Barclay, to electronically sign the FY 23-24 Violence Intervention and Prevention (VIP) Contract (2023-VI-VI-43968) in the amount of \$695,286.00 for the period April 1, 2024 – March 31, 2027
- b) Execute a Contract for Service Agreement with Carey Group, Inc. in the amount of \$31,500.00 to provide a Monroe County Youth Needs Assessment for the FY 23-24 Violence Intervention and Prevention (VIP) awarded grant
- c) Ratify the Grants Manager, Kwanza Smith to electronically sign the FY 24 Byrne Discretionary Community Project Grant (Congressman Matt Cartwright) DOJ Contract # (15BJA-24-GG-00198-BRND in the amount of \$1,009,000.00 for the period March 9, 2024 – February 28, 2026
- d) Adopt resolution authorizing the filing of the Emergency Solutions Grant Program (ESG) application to the PA DCED in the amount of \$1,426,239.00 for Street Outreach, Rapid Rehousing, Homelessness Prevention, and Emergency Shelter
- e) Approve submittal of the ESG FY 2024 application including Limited English Proficiency, Four-Factor Analysis, Language Access Plan and Statement of Assurance

8) Monroe County Transportation Authority:

- a) Acknowledge notice of Monroe County's initial Medical Assistance Transportation Program allocation for FY 2024-2025 in the amount of \$787,849.00

9) Treasurer's Office:

- a) Approve a request from Theresa Johnson, Treasurer to add M&T Bank as a new depository bank to the current list of depository banks

10) Capital Outlay Purchases:

- a) Ratify the Capital Purchase Report dated 08/07/2024 totaling \$970.20
- b) Approve the Capital Purchase Report dated 08/16/2024 totaling \$2,404.98

Miscellaneous

Public Comment

Other Meetings

Salary Board – 11:00 a.m. – Rescheduled to 10:30 a.m.

Retirement Board – 1:30 p.m. - Cancelled