



MONROE COUNTY BOARD OF COMMISSIONERS
September 17, 2025

The regular meeting of the Monroe County Board of Commissioners was held on Wednesday September 17, 2025, 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 9:30 a.m. with a moment of silence followed by the pledge of allegiance to the flag.

There was no public comment on agenda items.

Chairman Christy recessed the regular meeting at 9:32 a.m. and opened an Assessment Board meeting for corrections to the duplicate.

M-2025-253 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-	\$749,540.00
Total-	(\$749,540.00)

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

M-2025-254 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the minutes of September 3, 2025, Commissioners' Meeting and approve the minutes of September 9, 2025, CBDG Hearing.

M-2025-255 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to rescind **M-2025-250** dated 09/03/2025 approving Service Agreement with Pye Barker & Safety, LLC d/b/a Keystone Fire and Security to provide Building Fire Alarm System Inspection for a fee of \$3,153.30 with a term from 12/01/2025-11/30/2026.

M-2025-256 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to adopt the following certificates of special recognition:

Hot Yoga Pocono – Grand Opening
I Rise Spa – Grand Opening
NEPA Business Technologies – Grand Opening New Ownership

M-2025-257 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve the actions listed below:

a) Personnel Agenda:

FIRST NAME	DEPARTMENT:	POSITION:	STEP:	DATE:	REASON:
NEW HIRES:					
Petross, Bertha	District Justices	7 Technician- Floater	N/A	9/22/25	New Hire/Replacement
Gallo, Brianne	Victim Witness	6 Direct Service Advocate	1	9/29/25	New Hire/Replacement
SEPARATIONS:					
Keida, Corey	Correctional Facility	10 Sergeant	7	9/4/25	Resigned
Hall, Leila	District Justices	7 Technician- Judge Anzini 43-2-01	N/A	9/15/25	Resigned
Nixon, Timothy	Maintenance	1 Tradesworker I	2	9/5/25	Resigned
Mckenna, Elizabeth	Prothonotary/Clerk of Courts	4 Records Technician (C)	10	10/17/25	Rescinded Retirement
CHANGES:					
Pizzo, Alyssa	C&Y	35 Casw 2	N/A	8/26-9/5/25	LOA
Webber, Amanda	C&Y	35 Casw 2	N/A	9/11-9/19/25	Suspended w/o Pay
Aimable, Zella	Correctional Facility	3 Administrative Specialist II	4	8/12/25-2/19/26	Intermittent LOA
Armond, Gregory	Correctional Facility	10 Sergeant	10	8/9-11/22/25	LOA
Clase, Yessica	Correctional Facility	CO	N/A	8/28-9/8/25	Mod Duty
Clase, Yessica	Correctional Facility	CO	N/A	9/9/25	RTW Full Duty
Cox, Gerald	Correctional Facility	CO	N/A	3/3/25-3/2/26	Intermittent LOA
Escourse, Dwight	Correctional Facility	CO	N/A	8/28-9/10/25	Mod Duty
Frank, Kristijan	Correctional Facility	CO	N/A	8/30-10/3/25	Extend LOA
Garcia, Justin	Correctional Facility	10 Sergeant	7	9/8/25	2nd Shift- Temp Assignment
Landon, James	Correctional Facility	CO	N/A	9/13-9/30/25	Extend Mod Duty
Lantigua, Frank	Correctional Facility	CO	N/A	9/13-11/21/25	Extend LOA
Mohamed, Mohamed	Correctional Facility	CO	N/A	8/31/25	Indefinite Suspension
Stasulli, Vincent	Correctional Facility	CO	N/A	9/2-9/11/25	Mod Duty
Stasulli, Vincent	Correctional Facility	CO	N/A	9/12/25	RTW Full Duty
Vazquez, Blase	Correctional Facility	CO	N/A	9/10-9/11/25	LOA
Williams, Terez	Correctional Facility	CO	N/A	8/20/25-2/17/26	Extend Intermittent LOA
Caban, Alexandra	District Justices	7 Technician Floater	N/A	9/9/25	Lateral Transfer
Paul, Atisha	Fiscal	6 Fiscal Specialist	1	9/3/25	Probation Complete
Gnad, Timothy	Maintenance	1 Tradesworker I	1	9/10/25	Probation Complete
Margretta, Carlie	Maintenance	1 Tradesworker I	2	8/12-9/12/25	LOA
Lombardo, Caterina	Prothonotary/Clerk of Courts	4 Records Technician (C)	3	10/1/25-3/30/26	Intermittent LOA Extended
Kearns, Connor	Sheriff	3 Bailiff	2	9/9/25	Probation Complete
Ramos, Ismael	Sheriff	3 Bailiff	2	9/9/25	Probation Extended- (6 months)
Ackerman, Dawn	Voter Registration	6 Admin Coordinator	4	8/21-10/20/25	LOA
MISCELLANEOUS:					
Adopt the new 6 Assistant Supervisor Bailiff					
Approve the request from Sheriff Cirranello to add 5 grade 4 Armed Bailiff positions in the Sheriff's office/MDJ staffing.					
Approve the request from Deb Storman to add 2 Alternate Auxiliary Board Members					
Approve request from Sara May Silfee, Director of Voter Registration, for a Leave Donation for Dawn Ackerman					

- b) Approve/Ratify Requests to work additional hours:
- i) Sheriff’s Department for pay period ending 09/07/2025

(1) Deputies – 11.00 hours

(2) Security – 35.75 hours

(3) Clerks – 6.75 hours

M-2025-258 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve/ratify the actions listed below:

- a) Vouchers Payable:
- i) \$565,097.32 dated 09/12/2025
- b) Gross Payroll:
- i) \$1,534,353.21 for pay period ending 09/07/2025
- c) Healthcare Benefits Payments:
- i) Highmark Blue Cross/Blue Shield:

(1) \$65,559.46 dated 09/10/2025

ii) Geisinger:

(1) \$180,040.98 dated 09/08/2025

(2) \$5,859.19 dated 09/12/2025

(3) \$49,372.29 dated 09/15/2025

iii) Dental Claims:

(1) \$2,525.65 dated 09/05/2025

(2) \$9,877.13 dated 09/12/2025

iv) Flexible Spending Account:

(1) \$1,170.83 dated 09/05/2025

(2) \$182.25 dated 9/12/2025

(3) \$1,157.03 dated 09/12/2025
- M-2025-259** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve/ratify the Travel Request Report – C&Y, Conservation District, Domestic Relations, Public Defender.
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M-2025-260 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve the actions listed below as requested by Children and Youth Services:

- a) Execute the following Purchase of Service Agreements for the period 07/01/2025 – 06/30/2026 with:
 - i) The Clock Tower Schools contract limit \$200,000.00 (Residential Placement)
 - ii) Holly Home Care, LLC contract limit \$160,000.00 (Residential Placement)
- b) Approve an adoption assistance agreement for F.M.
- c) Approve an amended adoption assistance agreement for C.M. M-2025-171 dated 06/18/2025 reflecting corrected birthdate of child

M-2025-261 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the actions listed below:

- a) Approve the Budget Adjustment Report dated 09/17/2025 totaling \$72,191.00
- b) Ratify the Budget Adjustment Report dated 09/17/2025 totaling \$168,950.00
- c) Approve the following Opioid Grants from the Opioid Settlement Funds consistent with the uses allowed under the Opioid Settlement Agreement, Exhibit E:
 - i) WPC (TG) \$1,000.00 for rental assistance
 - ii) We Have a Choice Recovery House for Men LLC/Justin's House a Memorandum of Understanding and Agreement in the amount of \$500.00
 - iii) Northbound & Company a Memorandum of Understanding and Agreement in the amount of \$86,000.00
- d) Add the following Vendors to the County List of Approved Vendors:
 - i) Aging- Westpan Healthcare and Chandra Brownley-Knights
 - ii) Sheriff- Access Control Systems, Inc.
- e) Approve agreement with Datom Products, Inc. in the amount of \$21,800.00 for the cleanup, removal and disposal of items in county barn next to MCCF
- f) Approve submittal of 2025 Certification Form- Litigation Subdivision Certification for PA Opioid Misuse and Addiction Abatement Trust
- g) Approve professional services agreement with Read & Associates, LLC for hydrogeologic services in the amount of \$30,725.00 for work at MCCF for new well
- h) Approve Actuarial Services Agreement with Foster & Foster Actuaries and Consultants, Inc. at rates and fees as listed in agreement effective 10/01/2025 as recommended by the retirement board
- i) Approve use of Courthouse Square by the Monroe County Republican Committee for vigil on September 17, 2025 @ 6:30pm

M-2025 262 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve the actions listed below as requested by the Fiscal/Grants department:

- a) Ratify receipt of initial Medical Assistance Transportation Program (MATP) allocation for FY 2025-2026 totaling \$653,837.00
- b) Ratify submittal of the FY 24 Byrne State Crisis Intervention Program Local Solicitation (SCIP) Grant Application in the amount of \$200,000.00 for the period 01/01/2026-09/30/2027
- c) Ratify Memorandum of Understanding and Collaborative Agreement for the Crisis Intervention Team for the period 01/01/2026-09/30/2027
- d) Approve submittal of the PA Opioid Abatement Trust Report for the period ending 06/30/2025 totaling \$878,781.11

M-2025-263 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to execute a Service Agreement with Kistler O'Brien Fire Protection to provide Building Fire Alarm System Inspection for a fee of \$2,452.60 with a term from 12/01/2025-11/30/2026.

M-2025-264 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the following actions as requested by Pleasant Valley Manor:

- a) Approve Amendments to PVM, Inc. Bylaws as follows:
 - (i) Article I (Offices), Section 2 is amended to change the registered address of the corporation to: Monroe County Administrative Center, One Quaker Plaza, Room 201, Stroudsburg, PA 18360.
 - (ii) Article III (Membership), Section 6 is amended to replace the existing Section 6 with the following: "Regular meetings of the Board of Directors shall be held as needed at such times and places selected by the Board."

(iii) Except as amended herein, the Bylaws of Pleasant Valley Manor, Inc. shall remain in full force and effect.

M-2025-265 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve Medical Assistance Subrecipient Monitoring Contract with Monroe County Transportation Authority (MCTA) to provide medical assistance transportation services at a rate of \$20.15 per direct trip and \$3.39 for Lottery MATP trips, for the period of July 1, 2025, through June 30, 2026, as requested by MCTA.

M-2025-266 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve with access Control Systems in the amount of \$3,859.90 for Smith HS Scanners for the period 10/01/2025-9/30/2026 as requested by the Sherriff's office.

M-2025-267 Motion by Vice-Chairman Parker seconded by Commissioner Laverdure and carried to ratify opening a checking account with PLIGIT for 2025 Capital Projects as requested by the Treasurer's office.

Vice-Chairman Parker commented on the assassination of Charlie Kirk, with many attending church and coming together as a community. Vice-Chairman Parker also stated that he feels for the family of Charlie Kirk and that many billionaires in our country will be helping the Kirk family. Vice-Chairman Parker stated our community, and churches can help families in Monroe County specifically foster families in Monroe County through an initiative started about a year ago called Keystone Family Alliance. Vice-Chairman stated a few more churches are needed, and he would be able to provide the information to anyone would like it. The program requires five (5) individuals to "adopt" a foster family by providing one (1) meal each week to help the foster family.

Commissioner Laverdure reminded everyone about Public Safety Day being held September 27, 2025, at the Public Safety Center in Snydersville.

Commissioner Laverdure also announced the America250PA 250 miles for 250 years and stated she has information available.

Chairman Christy asked if there was any public comment.

Janet Dooner thanked Commissioner Parker for his comments. Ms. Dooner also asked a question about the scanner agreement under the Sheriff's office on the agenda.

Chairman Christy stated the scanners are the metal detectors when you enter the courthouse.

Theresa Pesce asked questions about the Community Partnership for Gun Safety grant. Ms. Pesce asked about the website, meetings and if the surveys were going to be conducted again in the schools.

Dr. Toleno, consultant for the Community Partnership for Gun Safety grant stated the website access has been given to the media company and was getting ready to be launched. Dr. Toleno stated the survey was conducted at Pocono Mountain High School both East Campus and West Campus. The survey has also been conducted at Stroudsburg High School, and the survey will be given to East Stroudsburg High School North Campus and South Campus in the upcoming weeks. Dr. Toleno stated they may go back to Pleasant Valley School District to see if the district would reconsider participating. Dr. Toleno also stated they may go back to Stroudsburg School District to see if they could give the survey again since at the time the survey was conducted, they believe many students had already turned their chrome books in for the end of the year.

Brett Postal asked a question about the agreement with Datom Products. Chairman Christy explained what the cleanup at the barn entailed. Chief Clerk/Administrator Gress explained Datom Products was the lowest of three bids obtained, the county has worked with them on other projects, and they were recommended by Pennoni Associates Inc., the county's engineer for this project.

Theresa Pesce asked if the PAYS study is available online or paper format.

Chairman Christy stated he believed online but would confirm and let Ms. Pesce know the correct answer.

The meeting was adjourned at 9:58 a.m.

Robert J. Gress, Chief Clerk/Administrator

M-2025-253 through M-2025-267