



MONROE COUNTY BOARD OF COMMISSIONERS
AGENDA
January 7, 2026

Open meeting at 9:30 a.m.

Moment of Silence and Pledge of Allegiance

Public Comment – Agenda Items Only

OLD BUSINESS

Approve the minutes of December 17, 2025, Commissioners' Meeting

Acknowledge opening of Well Drilling Bids on 12/23/2025:

Negley's Well Drilling, LLC in the base bid amount of \$109,836.26 (\$189.00/lb unit price for 14" casing)
bid bond \$10,983.63

Amend motion 2025-306 revising the Janitorial Supplies Bid Award increasing W.B. Mason to \$49,349.19
and decreasing Brighter Days & Nights to \$70,738.82

PROCLAMATIONS AND CERTIFICATES

Human Trafficking Prevention Month in Monroe County

Judy Linder – Retirement

Alberta Tallada – Retirement

Patricia Michael – Retirement

Sharon Gerberich - Retirement

NEW BUSINESS

1) Personnel:

- a) Agenda:
- b) Approve/Ratify Requests to work additional hours:
 - i) Assessment Office for S. Felker and M. Hasker 5 hours per week through 03/27/2026
 - ii) Sheriff's Office pay period ending 12/14/2025
 - (1) Deputies – 28.75 hours
 - (2) Security – 37.75 hours
 - (3) Clerks – 20.25 hours
 - iii) Sheriff's Office pay period ending 12/28/2025
 - (1) Deputies – 16.25 hours
 - (2) Security – 45.25 hours
 - (3) Clerks – 1.50 hours

2) Electronic Financial Transactions (Ratify):

- a) Vouchers Payable:
 - i) Dated 12/26/2025 in the amount of \$7,482,589.86
 - ii) Dated 1/02/2026 in the amount of \$1,386,054.26
- b) Gross Payroll:
 - i) For pay period ending 12/28/2025 in the amount of \$1,581,466.72
- c) Healthcare Benefits Payments:
 - i) Highmark Blue Cross/Blue Shield:
 - (1) Dated 12/16/2025 in the amount of \$97,641.14
 - (2) Dated 12/23/2025 in the amount of \$113,386.95
 - (3) Dated 12/23/2025 in the amount of \$283.00
 - (4) Dated 12/29/2025 in the amount of \$15.45
 - (5) Dated 12/30/2025 in the amount of \$128,828.92
 - ii) Geisinger:
 - (1) Dated 12/15/2025 in the amount of \$60,266.98
 - (2) Dated 12/22/2025 in the amount of \$77,395.03

- (3) Dated 12/29/2025 in the amount of \$35,947.45
 - iii) Dental Claims:
 - (1) Dated 12/29/2025 in the amount of \$4,173.69
 - (2) Dated 12/29/2025 in the amount of \$1,871.14
 - (3) Dated 01/02/2026 in the amount of \$2,411.70
 - (4) Dated 01/02/2026 in the amount of \$1,115.55
 - iv) Flexible Spending Account:
 - (1) Dated 12/16/2025 in the amount of \$179.50
 - (2) Dated 12/19/2025 in the amount of \$479.25
 - (3) Dated 12/29/2025 in the amount of \$1,553.67
 - (4) Dated 01/02/2026 in the amount of \$830.26
- 3) Travel Authorizations (Approve/Ratify):**
- a) Approve/Ratify the Travel Request Report – Area Agency on Aging, Children & Youth and Planning
- 4) Area Agency on Aging:**
- a) Reappoint the following to the Advisory Council with a new term to expire 12/31/2028
 - i) Todd Martin
 - ii) Evelyn Mungin
 - iii) Leanna Rich
- 5) Assessment:**
- a) Ratify agreement with Just Appraised Software As A Service (SAAS) in the amount of \$38,960.00 for the period 01/01/2026 through 12/31/2026 for property data automation services
- 6) Carbon-Monroe-Pike Drug and Alcohol Commission:**
- a) Execute a Professional Services Agreement for forty (40) hours a week of case management services through a drug and alcohol treatment specialist to conduct D&A level of care assessments for the period January 1, 2026, through December 31, 2026, at a rate of \$91,834.00 to be paid over twelve (12) equal monthly installments
 - b) Execute a Professional Services Agreement for an additional eight (8) hours every other week of case management services through a drug and alcohol treatment specialist to conduct D&A level of care assessments at the Monroe County Pre-Trial Services Office for the period January 1, 2026, through December 31, 2026, at a rate of \$11,965.00 to be paid over twelve (12) equal monthly installments
 - c) Execute a Professional Services Agreement for drug and alcohol treatment services as well as case management services to inmates at the Monroe County Correctional Facility for the period January 1, 2026, through December 31, 2026, at a rate of \$91,282.00 to be paid over twelve (12) equal monthly payments of \$7,606.83
 - d) Execute a Professional Services Agreement to provide services through its drug and alcohol recovery support specialist to lead local opioid remediation efforts for the period January 1, 2026, through December 31, 2026, in the amount of \$83,385.00 to be paid in twelve (12) equal monthly installments of \$6,948.75 to be paid from the Opioid Settlement Funds
- 7) Children and Youth Services:**
- a) Approve an adoption assistance agreement for J.B-S.
- 8) Commissioners' Office:**
- a) Ratify the Budget Adjustment Report dated 01/07/2026 totaling \$2,145.00
 - b) Approve the Budget Adjustment Report dated 01/07/2026 totaling \$148,900.00
 - c) Approve agreement with KUDU creative for Fentanyl Awareness Program totaling \$296,529.30 to be paid from the Opioid Settlement Funds for the period 01/01/2026 through 12/31/2026
 - d) Address Well Drilling Bid:
 - i) Award bid to Negley's Well Drilling in the base bid amount of \$109,836.26 and contingency of \$189/lf for a total of \$110,025.26
 - e) Acknowledge receipt of the 2024 Single Audit as prepared by Zelenkofske Axelrod, LLC
 - f) Approve the following Contract Service Provider Agreements:
 - i) Janet Catina, Esquire – PFA Defense Advocate \$30,000.00
 - ii) Deborah L. Huffman, Esquire – PFA Plaintiff Advocate \$30,000.00
 - iii) Janet Catina, Esquire – Special Public Defender \$57,000.00
 - iv) Brian Gaglione, Esquire - Special Public Defender \$57,000.00
 - v) Donald Leeth, Esquire – Special Public Defender \$57,000.00
 - vi) Robert A. Saurman, Esquire – Special Public Defender \$57,000.00

- g) Authorize the chief clerk to advertise the following:
 - i) Salary Board Meeting January 7, 2026
- h) Add the following vendors to the County List of Approved Vendors:
 - i) Fiscal
 - (1) Adams EFH LLC
 - ii) District Attorney
 - (1) CMO Court Reporting, LLC

- 9) District Attorney:**
- a) Approve Contract Service Provider Agreement with E. David Christine, Esquire as DA Emeritus/Mentor for the period of 01/01/2026 through 12/31/2026 totaling \$10,000.00
 - b) Approve agreement with Magnet Forensics in the amount of \$4,620.00 for the period 01/01/2026 through 12/31/2026 for software license

- 10) Domestic Relations:**
- a) Ratify Addendum- Attachment #2 with Kestrel Government Payment solutions for Pay Now Connect Services

- 11) Fiscal/Grants:**
- a) Acknowledge receipt of the second grant extension (PEMA 2023-116) Interconnectivity Grant to 12/31/2026
 - b) Acknowledge receipt of the first grant extension (PEMA 2024-081) to 12/31/2026
 - c) Approve the 2025/2026 Medical Assistance Transportation Program (MATP) 1st Quarter Report in the amount of \$118,291.85
 - d) Approve the 2025-2026 Hazardous Materials Response Fund Grant in the amount of \$6,046.00 and Authorize Jennifer Barclay, Finance Director to electronically sign the agreement
 - e) Amend Motion #2025-200 dated 07/16/2025 to approve Continuum of Care FY2024 Sub-Recipient Contracts for the period 01/01/2026-12/31/2026, in the amount of \$312,561.00 as follows:

Rapid Rehousing	Pocono Area Transitional Housing	Rental Assistance	\$199,764.00
Rapid Rehousing	Pocono Area Transitional Housing	Supportive Services	\$54,554.00
Supportive Services	Pocono Mountains United Way	Supportive Services	\$30,000.00
Administration			<u>\$28,243.00</u>
Total			\$312,561.00

- f) Approve the Community Services Block Grant (CSBG) 2026 Monroe County Sub-Recipient Allocations as recommended by the Community Services Administrative Board:

<u>Monroe</u>		2026 Agency Allocation
CSS-Shepherd's Maternity Home	-	\$ 10,000
Family Promise of Monroe County	-	\$ 76,000
Monroe County Meals on Wheels	-	\$ 25,000
Pocono Area Transitional Housing	-	\$ 42,000
Pleasant Valley Ecumenical Network		\$ 25,000
Pocono Services for Families & Children	-	\$ 55,000
Resources for Human Development	-	\$ 33,000
Safe Monroe		\$ 14,000
Salvation Army-Housing-Emergency Services	-	\$ 15,500
Salvation Army-Housing-Direct Rental Assistance	-	\$ 49,340
Salvation Army-Housing-Direct Utility Assistance	-	\$ 21,000
Stroud Region OpenSpace & Rec Commission	-	\$ 10,000
MONROE COUNTY TOTAL:	-	\$ 375,840

g) Approve the State Food Purchase Program 2025-26 Sub-Recipient Allocations as listed below:

<u>Monroe</u>		2026 Agency Allocation
Bushkill Outreach	-	\$ 20,000
Christian Awareness Ministries	-	\$ 9,000
New Perspectives	-	\$ 12,000
Pleasant Valley Ecumenical Network	-	\$ 50,220
Pocono Mountain Ecumenical		\$ 46,500
Salvation Army-Pantry & Soup Kitchen	-	\$ 65,000
St. Matthew’s Catholic Church	-	\$ 17,000
TOP of the Mountain	-	\$ 46,500
Safe Monroe	-	\$ 13,000
TOTAL:	-	\$ 279,220

- h) Ratify authorization for the Grants Manager, Ashley Kerrick, to electronically sign and submit the State and Local Cybersecurity Grant Program (SLCGP) Application in the amount of \$36,456.00 for the term 12/01/2025 – 11/30/2028 to address cybersecurity risks
- i) Ratify authorization for the Grants Manager, Ashley Kerrick to electronically sign the FY 2025 Stop Grant Agreement in the amount of \$125,000.00 for the term of 12/01/2026 – 12/31/2026 to support Monroe County Victim Services staffing and their continued work on Domestic Violence Protocols

12) Office of Emergency Services:

- a) Approve quotation and scope of services agreements with Bucks County Community College for training services as outlined in the proposals in the amount of \$3,400.00 and \$3,100.00
- b) Approve submittal of certification of Eagle Response Services to continue to provide a state-certified Hazardous Materials Response Team, primary response, to Monroe County in accordance with PEMA Emergency Notification Requirements

13) Treasurer:

- a) Appoint Michael A. Lavanga, Esq. as solicitor effective 01/05/2026 at the rate of \$4,950.00 per year

14) Capital Outlay Purchases:

- a) Ratify the Capital Purchases Report dated 01/07/2026 totaling \$5,219.20

Miscellaneous

Public Comment

Other Meetings

Salary Board 11:00 a.m.
Assessment Board 1:30 p.m.