



MONROE COUNTY BOARD OF COMMISSIONERS
AGENDA
August 20, 2025

Open meeting 9:30 a.m.

Moment of Silence and Pledge of Allegiance

Public Comment – Agenda Items Only

Assessment Corrections to the Duplicate, Deborah Storman, Chief Assessor

OLD BUSINESS

Approve the minutes of August 6, 2025, and August 7, 2025, Commissioners' Meetings

PROCLAMATIONS AND CERTIFICATES

Pocono Services for Families and Children – Ramsey Center Grand Opening

Vault 636 Restaurant – Grand Opening

Jake Merritt – Eagle Scout

NEW BUSINESS

1) Personnel:

- a) Agenda:
- b) Approve/Ratify Requests to work additional hours:
 - i) Sheriff's Office Overtime Report for pay period ending 08/10/2025
 - (1) Deputies – 63.50 hours
 - (2) Security – 101.25 hours
 - (3) Clerks – 25.50 hours
 - ii) Tax Claim
 - (1) 2 additional hours for 6 employees on 09/08/2025 due to the upset tax sale

2) Electronic Financial Transactions (Ratify):

- a) Vouchers Payable:
 - i) \$1,696,667.52 dated 08/08/2025
 - ii) \$704,783.86 dated 08/15/2025
- b) Gross Payroll:
 - i) \$1,524,173.09 for pay period ending 08/10/2025
- c) Healthcare Benefits Payments:
 - i) Highmark Blue Cross/Blue Shield:
 - (1) \$55,123.06 dated 08/05/2025
 - (2) \$59,448.88 dated 08/13/2025
 - ii) Geisinger:
 - (1) \$149,647.56 dated 08/05/2025
 - (2) \$5,626.47 dated 08/15/2025
 - iii) Dental Claims:
 - (1) \$9,502.70 dated 08/11/2025
 - iv) Flexible Spending Account:
 - (1) \$948.47 dated 08/11/2025
 - (2) \$185.00 dated 08/15/2025
 - (3) \$1,336.98 dated 08/15/2025

3) Travel Authorizations (Approve/Ratify):

- a) Approve/Ratify the Travel Request Report – Controller and Planning

4) Area Agency on Aging:

- a) Execute the following Personal Care/Home Support Services Contracts for the period 08/01/2025-07/31/2028:
 - i) Beck N Call - \$26.25 per hour
 - ii) CareGivers America LLC - \$21.00 per hour
 - iii) Amazing Souls Home Care, LLC- \$19.85 per hour
 - iv) Traditional Home Care, LLC - \$19.00 per hour
- b) Execute the following Personal Emergency Response Systems Contracts for the period 08/01/2025-07/31/2028:
 - i) Connect America.com LLC
 - (1) Landline with or w/o fall detection - \$23.00 per month
 - (2) Cellular with or w/o fall detection - \$23.00 per month
 - (3) Mobile with or w/o fall detection - \$30.00 per month
 - (4) Smartwatch PERS - \$30.00 per month
 - ii) CareGivers America, LLC
 - (1) PERS Standard Landline Unit with or w/o fall detection - \$25.00 per month
- c) Execute an In-home/Home Delivered Meals Contract with Monroe County Meals on Wheels, Inc for the period 08/01/2025-07/31/2028 for the following options
 - i) Home delivered meal – cold with milk or juice- \$7.60 per meal
 - ii) Home delivered meal – hot with milk or juice - \$7.95 per meal
 - iii) Home delivered meal – frozen with milk or juice- \$8.05 per meal

5) Carbon-Monroe-Pike Drug and Alcohol Commission:

- a) Approve payment of \$320,000.00 from the Substance Abuse Education Reduction Fund (SAEDRF) to assist during budget impasse due to the state budget not being approved by 07/01/2025

6) Children and Youth Services:

- a) Execute the following Purchase of Service Agreements for the period 07/01/2025-06/30/2026 with:
 - i) Pathways Adolescent Center, Inc. – contract limit of \$230,000.00 (residential group home)
 - ii) Adelphoi Village, Inc. – contract limit of \$750,000.00 (residential service)
 - iii) Drug and Alcohol Rehabilitation Services, Inc. – contract limit of \$30,000.00 (supervised independent living)
- b) Execute a purchase of service agreement with Forensic Counseling Associates, LLC with a contract limit of \$20,000.00 for the period 07/01/2025-06/30/2028 to provide evaluations and therapy
- c) Execute an Amendment to Community Options, Inc. Purchase of Service Agreement Motion 2025-157 dated 06/04/2025 to add an additional Attachment C
- d) Approve a Second Amendment to the Adoption Assistance Agreement for I.F.
- e) Approve an Adoption Assistance Agreement for A.K.

7) Commissioners' Office:

- a) Approve the Budget Adjustment Report dated 08/20/2025 totaling \$44,037.00
- b) Authorize the chief clerk to solicit nominations for Monroe County Conservation District Farmer Director positions
- c) Approve the use of Courthouse Square for a Rally in Support of Israel and our Jewish community to be held on September 21, 2025, by the Monroe County Republican Committee
- d) Approve the following requests from Safe Monroe:
 - i) Approve the use of Courthouse Square for a Candlelight Vigil to be held October 23, 2025
 - ii) Approve the placement of Purple Pinwheels around Courthouse Square for the month of October to symbolize the survivors of Domestic Violence
 - iii) Approve the lights at the Courthouse to be purple for the month of October to recognize Domestic Violence Awareness Month
- e) Ratify a payment of \$1,300.00 to WCP to cover July rent and security for a Law Enforcement Treatment Initiative (LETI) participant
- f) Approve agreement with Newman Williams, PC, Gerald J. Geiger, Esq. at the rate of \$250.00 per hour for professional services (Defense Litigation)
- g) Add the following Vendors to the County List of Approved Vendors:
 - i) Sheriff
 - (1) Ben Druck Door Company
 - ii) Aging
 - (1) Brigida Persia

8) Fiscal/Grants:

- a) Approve authorization for Jacqueline Genest, Grants Fiscal Specialist to electronically submit the FY 2025-2026 State Food Purchase Program (SFPP) in an amount to be determined for the period July 1, 2025 – June 30, 2026
- b) Authorize the Acting Grants Manager, April Niver to electronically submit the Rights and Services Act (RSA) and Victims of Juvenile Offenders (VOJO) FY2025 continuation application in the amount of \$154,653.00 for the period January 1, 2026 – December 31, 2026 (Year 2)
- c) Ratify authorization for Acting Grants Manager, April Niver to electronically submit the FY 2025 Election Integrity Grant Program application in the amount of \$592,569.13 for the period 07/01/2025-06/30/2026
- d) Ratify the Fiscal Director, Jennifer Barclay to electronically sign the FY 2025 Election Integrity Grant Program Contract (C000094586) in the amount of \$592,569.13 for the period 07/01/2025-06/30/2026

9) Office of Emergency Management:

- a) Ratify Amendment No.1 to the Hazard Mitigation Grant Program Agreement for FY2019 to extend the term of the agreement from 09/05/2025 to 03/20/2028
- b) Authorize Maryellen Keegen, Director to electronically sign the Hazardous Materials Emergency Preparedness (HMEP) Grant with the PA Emergency Management Agency in the requested amount of \$34,600.00 for the period 10/01/2025 – 09/30/2026

10) Redevelopment Authority of Monroe County/ACT 137 Affordable Housing Board:

- a) Approve the funding requests for the 2025 Non-Profit Grant Program requested by the Monroe County Affordable Housing Board as follows:

Family Promise of the Poconos, Inc.	\$15,000.00
Shepherds Maternity House	\$15,000.00
Pocono Area Transitional Housing	\$15,000.00
Safe Monroe	\$15,000.00
Habitat for Humanity	\$15,000.00
Total	\$75,000.00

- b) Approve the following budget adjustments to the FY2025 Monroe County Affordable Housing Trust (Act 137) Budget by the as requested by the Monroe County Affordable Housing Board:
- i) Increase First-Time Homebuyer Program Line Item by \$69,093.04; from \$100,000.00 to \$169,093.04
 - ii) Decrease Non-Profit Assistance Program Line Item by \$5,000.00; from \$80,000.00 to \$75,000.00
 - iii) Decrease Supportive Housing Assistance Program Line Item by \$5,000.00; from \$75,000.00 to \$70,000.00
 - iv) Decrease Unallocated Line Item by \$59,093.04; from \$59,093.04 to \$0

11) Computer Capital Purchases:

- a) Approve the Computer Capital Purchases Report dated 08/20/2025 totaling \$43,059.45

Miscellaneous

Public Comment

Other Meetings

Salary Board

10:30 a.m. – note time change

Retirement Board

1:30 p.m. – rescheduled to 08/27/2025