



MONROE COUNTY BOARD OF COMMISSIONERS  
April 1, 2026

The regular meeting of the Monroe County Board of Commissioners was held on Wednesday, April 1, 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 Deborah L. Huffman and Chief Clerk/Administrator Robert J. Gress.

Chairman Christy opened the meeting at 9:31 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 invited Christine Meinart, Director, Monroe County Planning Commission to announce the farmland preservation easement that is being granted to Robert W. Field's farm located in Hamilton Township. Mr. Field gave a detailed history of the family and the farm dating back to 1730. Mr. Field thanked the Planning Commission Director Christine Meinart, Senior Environmental Planner Julia Sherer, The Agriculture Land Preservation Board, and the Board of Commissioners for offering this program. He also thanked his wife and sons for working on the farm as he could not have maintained the farm over the years without their help.

**M-2026-93** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the minutes of March 18, 2026, Commissioners' Meeting.

**M-2026-94** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the following proclamations and certificates of special recognition:

- Fair Housing Month – April 2026
- Sexual Assault Awareness Month - April 2026
- Chandler Nicholas Smith – Eagle Scout
- Daniel Cunningham – Eagle Scout

**2026 Pocono Chamber of Commerce Youth Appreciation Award:**

- Jasmine Chapman- PA Career Link
- Ven Gattis- Pleasant Valley High School
- Bryn Medina- Notre Dame Jr-Sr High School
- Cesar Santiago- East Stroudsburg High School South
- Ashley Szelesta- East Stroudsburg High School North
- Brianna Szmak- Pocono Mountain West High School
- Jaylyn Tinnirello- MCTI
- Zeke Tscherne- Pocono Mountain East High School
- Kirstyanna Ward- Stroudsburg High School

**Proclamation**

**WHEREAS**, the month of April is recognized as "Fair Housing Month" in celebration of the passage of the Fair Housing Act of 1968, and

**WHEREAS**, The Fair Housing Act prohibits discrimination based on race, color, religion, sex, handicap, familial status, and national origin, and

**WHEREAS**, this Act provides equal housing opportunity for all Americans regardless of race, color, religion, sex, or national origin, as well as to ensure fair practice in the sale, rental, or financing of property; and

**WHEREAS**, the Fair Housing Amendments Act seeks to provide equal housing opportunities, to affirmatively further housing choices, to eliminate legal barriers to equal housing and to emphasize equal housing as a fundamental human right for all; and

**WHEREAS**, economic stability, community health, and human relations in communities are improved by diversity and integration; and

**WHEREAS**, Monroe County is committed to fair housing and promotes services and activities provided by private and public entities for equal housing opportunities for all residents and prospective residents; and

**WHEREAS**, Monroe County fully supports the intent and purpose of the Federal Fair Housing Act, local fair housing laws, and follows policies and practices in order to achieve its goals.

**NOW, THEREFORE BE IT RESOLVED**, that in the shared goal and responsibility of providing equal housing opportunities for all men and women, Monroe County does hereby join in the national celebration by proclaiming APRIL 2026 as FAIR HOUSING AWARENESS MONTH and encourages all agencies, institutions and individuals, public and private, in Monroe County to abide by the letter and the spirit of the Fair Housing Law.

**End of Proclamation**

Mr. Chris Fahy, Pocono Mountain Board of Realtors, accepted the proclamation from Vice-Chairman Parker.

**Proclamation**

WHEREAS, sexual assault is a pervasive issue that affects individuals across all demographics, regardless of age, gender, race, religion, sexual orientation, or socioeconomic status; and

WHEREAS, sexual assault undermines the safety, dignity, and well-being of individuals, causing lasting physical, emotional, and psychological harm; and

WHEREAS, between July 2024 to June 2025, over 126 adult, teen, and child survivors of sexual assault have received over 343 Hours of counseling and advocacy through Safe Monroe and, yet we know that many sexual violence survivors never come forward; and

WHEREAS, raising awareness about sexual assault is critical in promoting prevention, supporting survivors, and holding perpetrators accountable, as well as working collaboratively to create safer communities and provide accessible resources for survivors; and

WHEREAS, members of our community are urged to support and assist in any way possible to advance a society where ALL can live in peace free from violence, abuse, and exploitation;

**NOW THEREFORE, BE IT RESOLVED** that the Monroe County Board of Commissioners hereby proclaims the month of April 2026 as Sexual Assault Awareness Month in Monroe County and further commends all who work towards eliminating sexual violence in our county.

**End of Proclamation**

Ms. Marissa Buatti, Safe Monroe, accepted the proclamation from Commissioner Laverdure. Ms. Buatti thanked the commissioners for their continued support of Safe Monroe. Ms. Buatti announced that the Take Back the Night Rally will be held April 2, 2026, at 5:15 p.m. beginning at Courthouse Square and ending at ESU – Stroud Hall. Ms. Buatti also announced the 17<sup>th</sup> Annual Gala – A Night of Hope fundraiser will be held on April 24, 2026.

**M-2026-95** 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:
<b>NEW HIRES:</b>					
Lerro, Morgan	C&Y	33 Casw I	N/A	4/6/26	New Hire/Replacement
Pinon, Kayla	C&Y	33 Casw I	N/A	4/6/26	New Hire/Replacement
Pilato, Michael	Commissioners	4 Non-Court Armed Security	2	4/6/26	New Hire/Replacement
Giambalvo, Nina	District Attorney	5 Legal Secretary	1	4/6/26	Rehire/Replacement
Brancato, Ryan	Fiscal	7 Grants Writer	1	4/6/26	New Hire/Replacement
<b>SEPARATIONS:</b>					
Montgomery, Brenda	Controllors	11 Accountant*	5	6/4/26	Resigned
Davila, Luis	Correctional Facility	CO	N/A	3/26/26	Non-Retained
Hicks, Lars	Correctional Facility	CO	N/A	3/13/26	Resigned
Ventre, Leonard	Correctional Facility	7 Records Administrator	1	3/26/26	Resigned
White, Dylan	Correctional Facility	CO	N/A	3/27/26	Resigned
Fitzgerald, Tiffany	Courts	10 Administrative Assistant	N/A	3/27/26	Resigned
Chapman, Amelia	District Attorney	CID Intern- PT	N/A	3/26/26	End Temp Position
Semente, Cassandra	Domestic Relations	14 Conference Officer	N/A	3/26/26	Terminated
Montiel, Susana	Domestic Relations	10 Intake & Locate Specialist	N/A	3/20/26	Resigned
<b>CHANGES:</b>					
Chaplar, Tatiana	Aging	12 Outreach Supervisor*	6	3/30/26	Correct Dept- Anniversary Step Increase
Gayle, Ayesha	C&Y	33 Casw 1	N/A	2/26/26	975 Hours Complete
Donna, Barrett	Conservation District	8 Environmental Educator*	5	3/25-4/7/26	Mod Duty
Clase, Yessica	Correctional Facility	CO II	N/A	9/11/25-9/10/26	Intermittent LOA
Clase, Yessica	Correctional Facility	CO II	N/A	4/9-4/12/26	LOA
Clase, Yessica	Correctional Facility	CO II	N/A	6/6-6/7/26	LOA
Clase, Yessica	Correctional Facility	CO II	N/A	7/31-8/2/26	LOA
Clase, Yessica	Correctional Facility	CO II	N/A	9/11-9/13/26	LOA
Estrada, Brandon	Correctional Facility	CO	N/A	3/14-4/2/26	Extend Mod Duty
Kofler, Silvia	Correctional Facility	CO II	N/A	3/18-3/31/26	Extend LOA
Landon, James	Correctional Facility	CO II	N/A	3/21-3/24/26	Extend LOA
Landon, James	Correctional Facility	CO II	N/A	3/25/26	RTW Full Duty
Martynowicz, Arkadiusz	Correctional Facility	CO II	N/A	3/18-4/28/26	Extend Mod Duty
Riley-Aultman, Sheila	Courts	10 Admin Asst Custody Conciliation	N/A	2/2-2/6/26	LOA
Schmidt, Melissa	Domestic Relations	11 Intergovernmental Specialist	N/A	3/3-9/2/26	Intermittent LOA
Keegan, Maryellen	Emergency Services	19 Director Emergency Services*	5	3/20/26	RTW Full Duty
Salerno, Andrea	Register & Recorder	4 Deputy (D)	1	4/6/26	Lateral Transfer
Washenik, Gratz	Tax Collectors	Tax Collector- Mt. Pocono	N/A	2/18/26	New Appointment
Tuohy, Samantha	Voter Registration	6 Administrative Coordinator	5	6/13-7/24/26	LOA
<b>MISCELLANEOUS:</b>					
Adopt the Grade 8 Deputy Sheriff/Clerical job description effective 1/1/26					
Approve the request from Treasurer Ira Jolley to replace one 4 Fiscal Tech position with a 5 Fiscal Tech Sr. position effective 4/6/26					
Approve the request from the Director of Tax Claim, Melinda Knitter to add 2 Delinquent Tax Poster positions					
Approve the request from Controller Erik Diemer to add a second Grade 11 Accountant position effective 4/1/26 with the understanding that one 11 Accountant position will be removed from his complement upon vacancy but no later than 6/4/26 - leaving ONE 11 Accountant position at that time.					
Approve the request from Controller Erik Diemer to post a Grade 5 Payroll Officer position effective 4/1/26 which will not be filled until the existing Grade 5 Payroll Officer position is vacant.					

- b) Approve/Ratify Requests to work additional hours:
- i) Sheriff's Office Overtime Report for pay period ending 03/22/2026
    - (1) Deputies – 25.25 hours
    - (2) Security – 62.75 hours
    - (3) Clerks - 25.50 hours

**M-2026-96** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve/ratify the actions listed below:

- a) Vouchers Payable:
  - i) Dated 03/20/2026 in the amount of \$1,848,698.30
  - ii) Dated 03/24/2026 in the amount of \$1,506,321.59
- b) Gross Payroll:
  - i) For pay period ending 03/22/2026 in the amount of \$1,570,178.40
- c) Healthcare Benefits Payments:
  - i) Highmark Blue Cross/Blue Shield:
    - (1) Dated 03/17/2026 in the amount of \$86,811.57
    - (2) Dated 03/24/2026 in the amount of \$117,653.01
    - (3) Dated 03/27/2026 in the amount of \$5.15
  - ii) Geisinger:
    - (1) Dated 03/17/2026 in the amount of \$116,133.22
    - (2) Dated 03/17/2026 in the amount of \$2,495.61
    - (3) Dated 03/24/2026 in the amount of \$121,152.69
    - (4) Dated 3/30/2026 in the amount of \$106,116.88
  - iii) Dental Claims:
    - (1) Dated 03/20/2026 in the amount of \$7,356.19
    - (2) Dated 03/27/2026 in the amount of \$8,772.64
    - (3) Dated 03/27/2026 in the amount of \$1,105.20
  - iv) Flexible Spending Account:
    - (1) Dated 03/20/2026 in the amount of \$3,280.18

(2) Dated 03/27/2026 in the amount of \$1,601.83

**M-2026-97** Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve/ratify the Travel Requests for the following: Area Agency on Aging, Assessment, Children & Youth, Conservation District, Correctional Facility, Emergency Services, Planning, Public Defender and Vector Control.

**M-2026-98** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to appoint Heidi Fareri to the Aging Advisory Council for a term to expire 12/31/2028 as requested by the Area Agency on Aging.

**M-2026-99** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the actions listed below as requested by Children and Youth Services:

- a) Approve the following Purchase of Service Agreement for the term 07/01/2025 through 06/30/2026:
  - i) Bethany Home, Inc., DBA Bethany Children’s Home – contract limit \$125,000.00 (independent living)
  - ii) Community Options, Inc. – contract limit \$500,000.00 (group home)
  - iii) Metta Place Youth Home LLC – contract limit \$200,000.00 (group home)
- b) Approve submittal of the Budget Amendment Request for the period 07/01/2024 through 06/30/2025 in the amount \$20,623,693.00

**M-2026-100** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the actions listed below:

- a) Approve the Budget Adjustment Report dated 04/01/2026 totaling \$30,850.00
- b) Accept Proposal from Schoonover & Vanderhoof, Architects, LLC to provide the scope of renovations to the Chestnuthill, Eldred, Polk and Ross Magisterial District Justice Office 43-3-04 at a cost of \$10,800.00
- c) Approve Change Order #1 Negley’s Well Drilling with an addition of \$8,085.00 for pilot bore for casing and Change Order #2 a deduction of \$10,900.00 for backhoe work with new contract total of \$107,021.26
- d) Approve proposal from AES for installation of 6 door contacts and cables in the amount of \$7,138.00
- e) Approve proposal from E.F. Possinger & Sons, Inc. in an amount of \$8,000.00 for digging sediment pits, closing pits, removing filter bags and drill spoils and restoring well area
- f) Approve the following allocations to be paid from Hotel Tax Funds:
  - i) VIP Studios- Founders’ Day-\$150.00
  - ii) Stroud Region Open Space and Recreation Commission- America 250 Run-\$1,776.00
  - iii) Juneteenth Celebration- Fine Arts Discovery Series Inc. DBA Sherman Theater-\$2,000.00
  - iv) ABC Trophy- Civil War Plaque-\$2,150.00
  - v) Vietnam Veterans of America Pocono Chapter 678 -Moving Wall Program-\$4,000.00
  - vi) Stroudsburg Borough- America 250 Events-\$10,000.00
  - vii) Blue Ridge Hook and Ladder Fire Company- West End Fireman’s Festival-\$15,000.00
- g) Approve the following Opioid Grant 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 \$25,000.00
  - ii) Memorandum of Understanding and Agreement with Northbound in the amount of \$66,300.00 for program setup and treatment
  - iii) Memorandum of Understanding and Agreement with Carbon-Monroe-Pike Drug & Alcohol Commission in the amount of \$75,000.00
- h) Add the following Vendors to the County List of Approved Vendors:
  - i) Fiscal/Grants:
    - (1) 325 Prospect EFH, LLC
    - (2) VanCamp Properties, LLC
    - (3) Savannah Sanchez
    - (4) Alison Tiru
    - (5) Claritzabel Reyes

- (6) Rachel Crisante
- ii) Aging:
  - (1) Roxann Gardner
- iii) Planning:
  - (1) Longstreth Sporting Goods, LLC

**M-2026-101** 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 submittal of the 2026 Court Interpreter Services Grant Application for 2025 costs in the amount of \$158,422.78
- b) Approve authorization for the Fiscal Director, Jennifer Barclay to electronically sign the State and Local Cybersecurity Grant Program (SLCGP) Contract on behalf of Commissioner Christy in the amount to be determined for the period 12/1/2025 through 11/30/2028
- c) Approve the Grants Manager, Ashley Kerrick, to electronically sign the FY24 Byrne State Crisis Intervention Program Local Solicitation (SCIP) Contract (2024-BC-LS-4762 in the amount of \$200,000.00 for the period 01/01/2026 through 09/30/2027
- d) Execute the CSBG 2026 Monroe Sub-Recipient Contracts as listed below:

CSS Shepard’s Maternity Home	\$	10,000
Family Promise of Monroe County	\$	81,000
Monroe County Meals on Wheels	\$	25,000
Pleasant Valley Ecumenical Network	\$	25,000
Pocono Services for Families & Children	\$	55,000
Pocono Area Transitional Housing	\$	42,000
Salvation Army	\$	85,840
Resources for Human Development	\$	33,000
Stroud Region Open Space & Rec Commission	\$	10,000
Safe Monroe	\$	14,000
<b>MONROE COUNTY TOTAL</b>		<b>\$ 380,840</b>

**M-2026-102** Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve the actions listed below as requested by Information Technology and Services:

- a) Ratify Change Order for implementation services with RingCentral to extend and complete project in the amount of \$12,600.00
- b) Ratify Confidentiality Agreement with West Law Publishing Corporation d/b/a Thompson Reuters, Paperless Solutions, Inc. and Monroe County for migration to Paperless Solutions
- c) Ratify Service Agreement with Service Express, LLC for the period of 04/01/2026 through 09/30/2026 for IBM AS400 support in the amount of \$8,812.50
- d) Approve Infrastructure Recovery Proposal with 1111 Systems in the amount of \$3,939.39

**M-2026-103** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to defer action on the bid for COOP/COG Plan until the 04/15/2026 Commissioners’ Meeting.

**M-2026-104** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to acknowledge receipt of the Financial Statements and Supplemental Information for the period ending 12/31/2025 as requested by the Monroe County Transportation Authority.

**M-2026-105** Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve the actions listed below as requested by the Planning Commission:

- a) Approve agreement of sale for the purchase of an agriculture conservation easement with Robert W. Field in the amount of \$213,800.00
- b) Execute contract with Michael D. Bilger to conduct Aquatic Macroinvertebrate Laboratory Sub-sampling in the amount of \$13,962.00 for 39 samples
- c) Execute contract with Microbac to conduct the 2026 Water Quality Testing in the amount of \$15,141.75

**M-2026-106** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to ratify the submittal of the Juvenile Probation Services Grant Award Notice/Invoice in the amount of \$96,795.00 for the period July 1, 2025, through June 30, 2026, as requested by the Probation department.

**M-2026-107** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the actions listed below:

a) Ratify the Computer Capital Purchases Report dated 04/01/2026 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>						
Children & Youth	751.4428.6041.4640.0391	Grant Funded Expenses	22	Microsoft Surface Tablets with keyboards	SCW - State Contract	\$ 34,937.76
DUI Central Processing	159.4194.8800.0000	Program Expenses	1	Forensic Machine	Sumuri LLC - Sole Source	24,053.00
<b>TOTAL GRANT FUNDED &amp; OTHER</b>						<b>\$ 58,990.76</b>
<b>TOTAL CAPITAL REQUESTS</b>						<b>\$ 58,990.76</b>

b) Approve the Computer Capital Purchases Report dated 04/01/2026 as follows:

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
<b>APPROVED CAPITAL:</b>						
Courts	101.4172.9575.4184	Capital Expenditure	2	Scanners	Gov-C - State Contract	\$ 937.80
<b>TOTAL APPROVED CAPITAL</b>						<b>\$ 937.80</b>
<b>REQUESTS WITH TRANSFER: (see Budget Adjustment Report)</b>						
<b>TOTAL REQUESTS W/TRANSFER</b>						<b>\$ -</b>
<b>GRANT FUNDED &amp; OTHER:</b>						
<b>TOTAL GRANT FUNDED &amp; OTHER</b>						<b>\$ -</b>
<b>TOTAL CAPITAL REQUESTS</b>						<b>\$ 937.80</b>

Vice-Chairman Parker announced Monroe County’s one hundred and ninetieth (190<sup>th</sup>) birthday will be celebrated today April 1, 2026, with a Founder’s Day celebration. The celebration will begin at 10:00 a.m. with a historical presentation by Kim Williams, railroad historian titled “A Ride Through Monroe County on the D L & W”. County department representatives, food trucks, music and birthday cake will be available from 11:00 a.m. until 1:30 p.m. on the Courthouse Plaza and Monroe Street.

Commissioner Laverdure reminded everyone about Community Night which will be held at Northampton Community College – Pocono Campus on May 5, 2026, from 5:00 p.m. to 8:00 p.m. Commissioner Laverdure stated over seventy (70) community organizations have secured table space for the event.

Chairman Christy asked if there was any public comment.

Dr. John Toleno announced that he and John Jakobsen have been invited to testify before the PA House Judiciary Committee in reference to the PA Commission on Crime Delinquency Violence Intervention and Prevention Grant program and its success. Dr. Toleno also outlined the content for the two (2) gun safety programs that have been held and noted how well the programs are going.

Theresa Pesce stated she was concerned about the lack of information provided on the surveys that has been given to her.

Jane Gagliardo asked if the correctional facility is holding individuals after they have been arraigned, sometimes for up to forty eight (48) hours until ICE is notified. Chairman Christy stated he would need to check with the warden.

Tim Sanders also questioned the detaining of those charged and arraigned and whether they are being held for an additional period.

The meeting was adjourned at 10:14 a.m.

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Robert J. Gress, Chief Clerk/Administrator

**M-2026-93 through M-2026-107**