MONROE COUNTY BOARD OF COMMISSIONERS
AGENDA
November 4, 2026

Open meeting

Moment of Silence and Pledge of Allegiance

Public Comment – Agenda Items Only

Jennifer Mercereau, Penn State Extension – Program Updates

Pocono Mountains Association of Realtors- Monroe County Housing Needs Assessment – Chris Fahy

OLD BUSINESS

Approve the minutes of October 21, 2026 Commissioners' Meeting

Amend **Motion 2026-310** dated 10/21/2026 to include the base rate of $80.00 per billing cycle with 20 minutes included and a minute price of $0.95 per minute for the Dispatch Service Agreement

Amend **Motion 2026-318** dated 10/21/2026 to make the following revision to the Computer Capital Report to reflect a price change from $2,975.00 to $3,095.00 for the Heavy-Duty Scanner and a price change from $2,023.00 to $1,743.00 for seven (7) Scanners, the grand total for the report changes from $60,736.58 to $60,576.58 a decrease of $160.00

Ratify October 27, 2026 opening of the following bids for goods and services for 2027:

a. Bailiff, Correctional Officer & Deputy Sheriff Uniforms:
    I. Star Uniform Center - $293,088.00 – 10% bond - Corrected bid amount is $293,588.00 due to excel formula error
    II. Moritz Embroidery Works - $6,085.00 (select items) – 10% bond
b. Fuel Oil:
    I. Stiff Oil – $6.799 per gallon fixed price – no bid security required
    II. Stiff Oil - $.579 mark up fluctuating price – no bid security required
    III. Liberty Discount Fuel - $.51 mark up fluctuating price – no bid security required
c. Inmate Uniforms and Supplies:
    I. Bob Barker Company Inc. - $128, 306.18 – 10% bond
    II. Pyramid School Products – $19,669.50 (select items) – 10% bond
d. Janitorial Supplies: all bids were on select items
    I. Quill - $128,289.46 – 10% bid bond
    II. Pyramid School Products - $51,638.40 – 10% bond
    III. PA Paper & Supply - $176,708.84 – 10% bond
    IV. Veritiv Operating Co. - $397,714.30 – 10% bond
    V. W.B. Mason - $187,605.23 – 10% bond
    VI. UniPack Corporation – bid disqualified as no bid security was received
    VII. Central Poly Bag Corp. - $115,943.90 – 10% bond
    VIII. United Sales USA Corp. - $98,842.90 – 10% cashier's check
    IX. Office Basics - $155,371.56 – 10% bond
    X. Staples Contract & Commercial LLC - $82,485.00 – 10% bond
e. Office Supplies: all bids were on select items
    I. Quill LLC - $107,405.36 – 10% bond
    II. W.B. Mason - $81,154.15 – 10% bond
    III. Staples Contract & Commercial LLC - $127,706.00 – 10% bond
f. Propane:
    I. Sharp Energy Inc. - $1.5102 per gallon fixed price – no bid security required
    II. Sharp Energy Inc. - $.69 per gallon markup fluctuating price – no bid security required
    III. Modern Gas Sales - $.65 per gallon markup fluctuating price – no bid security required
    IV. Hellers Gas Inc. - $1.82 per gallon fixed price – no bid security required
g. Sewage Sludge Hauling:
    I. Biros Septic & Drain Cleaning
        (1) $.144 per gallon – 2027

(2) $.144 per gallon – 2028
(3) Emergency Rate - $240.00 per hour

II. Waste Management
(1) $.1148 per gallon – 2027
(2) $.1194 per gallon – 2028
(3) Emergency Rate - $350.00 per hour portal to portal

III. Regional Environmental Services LLC
(1) $.185 per gallon – 2027
(2) $.19 per gallon – 2028
(3) Emergency Rate - $350.00 per call

IV. Environmental Services Corp. of PA
(1) $.1184 per gallon – 2027
(2) $.1184 per gallon – 2028
(3) Emergency Rate - $135.00 not specified

V. Wind River Environmental LLC
(1) $.1399 per gallon – 2027
(2) $.1441 per gallon – 2028
(3) Emergency Rate - $200.00 per load on top of per gallon price

VI. Rob Moore & Son Septic Service LLC
(1) $.125 per gallon – 2027
(2) $.135 per gallon – 2028
(3) Emergency Rate - $.135 per gallon

h. Snow Removal:

Public Safety Center:

I. Cory Willis Trucking LLC, WILLIS – no bid security required
(1) Snowplowing – $150.00 per hour
(2) Cinder - $42.00 per ton
(3) Sodium Chloride (rock salt) - $300.00 per ton
(4) Calcium Chloride - $1750.00 per ton
(5) Snow Removal - $150.00 per hour
(6) Clear and treat all Walkways - $100.00 per hour

II. Topline Property Management – no bid security required
(1) Snowplowing - $155.00 per hour
(2) Cinder - $45.00 per ton
(3) Sodium Chloride (rock salt) - $315.00 per ton
(4) Calcium Chloride - $1,800.00 per ton
(5) Snow Removal - $160.00 per hour
(6) Clear and treat all Walkways - $60.00 per hour

III. E.F. Possinger & Sons Inc. – no bid security required
(1) Snowplowing - $190.00 per hour
(2) Cinder – $230.00 per ton
(3) Sodium Chloride (rock salt) - $450.00 per ton
(4) Calcium Chloride - $2081.00 per ton
(5) Snow Removal - $180.00 per hour
(6) Clear and treat all walkways - $290.00 per hour

Administrative Center Parking Deck and Parking Lot:

I. Cory Willis Trucking LLC, WILLIS – no bid security required
(1) Snowplowing - $150.00 per hour
(2) Calcium Chloride - $1,750.00 per ton
(3) Snow Removal - $150.00 per hour

II. Topline Property Management – no bid security required
(1) Snowplowing - $155.00 per hour
(2) Calcium Chloride - $1,800.00 per ton
(3) Snow Removal - $160.00 per hour

III. E.F. Possinger & Sons Inc. – no bid security required
(1) Snowplowing - $190.00 per hour
(2) Calcium Chloride - $2081.00 per ton
(3) Snow Removal - $180.00 per hour

Former Jail Parking Lot:

I. Cory Willis Trucking LLC, WILLIS – no bid security required
(1) Snowplowing - $150.00 per hour
(2) Sodium Chloride (rock salt) - $300.00 per ton
(3) Calcium Chloride - $1,750.00 per ton
(4) Cinder - $42.00 per ton
(5) Snow Removal - $150.00 per hour

II. Topline Property Management – no bid security required
(1) Snowplowing - $155.00 per hour
(2) Sodium Chloride (rock salt) - $315.00 per ton
(3) Calcium Chloride - $1,800.00 per ton
(4) Cinder - $45.00 per ton
(5) Snow removal - $160.00 per hour

III. E.F. Possinger & Sons Inc. – no bid security required
(1) Snowplowing - $190.00 per hour
(2) Sodium Chloride (rock salt) -$450.00 per ton
(3) Calcium Chloride - $2081.00 per ton
(4) Cinder - $230.00 per ton
(5) Snow removal - $180.00 per hour

Loder Senior Center:

I. Cory Willis Trucking LLC,WILLIS – no bid security required
(1) Snowplowing - $150.00 per hour
(2) Calcium Chloride - $1,750.00 per ton
(3) Snow Removal - $150.00 per hour

II. Topline Property Management – no bid security required
(1) Snowplowing - $155.00 per hour
(2) Calcium Chloride - $1,800.00 per ton
(3) Snow Removal - $160.00 per hour

III. E.F. Possinger & Sons Inc. – no bid security required
(1) Snowplowing - $190.00 per hour
(2) Calcium Chloride - $450.00 per ton
(3) Snow Removal - $180.00 per hour

PROCLAMATIONS AND CERTIFICATES

None

NEW BUSINESS

1) Personnel:
a) Agenda:
b) Approve/Ratify Requests to work additional hours:
i) Sherriff's Overtime Report for pay period ending 10/18/2026:
(1) Deputies – 69.75 hours
(2) Security – 72 hours
(3) Clerks - .25 hours

2) Electronic Financial Transactions (Ratify):
a) Vouchers Payable:
i) Dated 10/23/2026 in the amount of $1,371,345.40
ii) Dated 10/30/2026 in the amount of $1,210,244.94
b) Gross Payroll:
i) For the pay period ending 10/18/2026 in the amount of $1,719,384.58
c) Healthcare Benefits Payments:
i) Highmark Blue Cross/Blue Shield:
(1) Dated 10/20/2026 in the amount of $69,593.18
(2) Dated 10/28/2026 in the amount of $553,781.68
ii) Geisinger:
(1) Dated 10/26/2026 in the amount of $91,265.69
iii) Dental Claims:
(1) Dated 10/29/2026 in the amount of $8,507.62
(2) Dated 10/29/2026 in the amount of $1,130.40
(3) Dated 10/30/2026 in the amount of $6,159.06
iv) Flexible Spending Account:
(1) Dated 10/23/2026 in the amount of $654.39
(2) Dated 10/30/2026 in the amount of $1,761.17

3) Travel Authorizations (Approve/Ratify):
a) Approve/Ratify the Travel Request Report – Adult Probation, Conservation District and Emergency Services

4) Area Agency on Aging:

a) Execute lease agreement with Pocono Services for Families and Children for the period 01/01/2027 – 12/31/2027 at a cost of $1,300.00 per month, 01/01/2028 – 12/31/2028 at a cost of the previous year fee plus 3% COLA increase and 01/01/2029 – 12/31/2029 at a cost of the previous year fee plus 3% COLA increase and Senior Center volunteers to read to PSFC Head Start class two (2) times per month in the library for the three year lease period

5) Children and Youth Services:

a) Execute an Adoption Assistance Agreement for T.H.
b) Execute a Subsidized Permanency Legal Custodianship Agreement for J.T.

6) Commissioners' Office:

a) Defer action on all bids until the 11/18/2026 meeting
b) Ratify the Budget Adjustment Report dated 11/04/2026 totaling $30,700.00
c) Approve the Budget Adjustment Report dated 11/04/2026 totaling $56,997.00
d) Authorize the chief clerk to advertise the following:
    i) Special meetings for 2027 budget presentation and 2027 budget adoption
e) Approve request from Go Collaborative to use Courthouse Square on 11/27/2026 for the annual tree lighting ceremony to be held from 5:30 p.m. to 7:30 p.m.
f) Approve amendment no. 9 to the consulting agreement with KRB Consulting Services, LLC at a rate of $180.00 per hour for the period 01/01/2027 – 12/31/2027 for water and wastewater projects at the county owned facilities in Snydersville
g) Accept proposal from BSI Electrical Electronic Contractors (COSTARS) in the amount of $93,870.00 to provide electrical work for installation of water storage tank replacement at Manor Drive, Snydersville
h) Approve /Ratify the following Opioid Grants from the Opioid Settlement Funds consistent with the uses allowed under the Opioid Settlement Agreement, Exhibit E:
    i) Payment of $1,000 to Your Life Speaks for October 15, 2026 presentation at MCCF
    ii) Memorandum of Understanding with NorthBound & Co. in the amount of $48,686.00 to implement the Recovery Accountability Program (RAP) in collaboration with Monroe County Adult Probation/Parole
    iii) Memorandum of Understanding with NorthBound & Co. in the amount of $100,000.00 to sustain and further develop The Underscore Program
i) Approve/Ratify the following payments from the hotel tax funds:
    i) Payment of $279.99 to City Spark, Inc. for advertising for the 1776 production
    ii) Payment of 300.00 to Gotta Go Potties for two (2) handicap porta potties to be used at the tree lighting ceremony on 11/27/2026
j) Add the following Vendors to the County List of Approved Vendors:
    i) Aging:
        (1) Elaine M. Hernandez

7) Conservation District:

a) Re-appoint the following to the Conservation District Board of Directors, and authorize submittal of the nominations to the State Conservation Commission for concurrence:
    i) Robert Armstrong, Public Director, with a new term to end 12/31/2030
    ii) Brian Winot, Public Director, with a new term to end 12/31/2030
    iii) Sharon S. Laverdure with a new term to end 12/31/2027 (Commissioners' Representative)

8) District Attorney:

a) Execute sixty (60) month lease with Enterprise Fleet Management for 2027 Ford Police Interceptor Utility vehicle in the amount of $1,130.50 per month to replace an unrepairable vehicle

9) Fiscal/Grants:

a) Ratify authorization for Jennifer Barclay, Fiscal Director to electronically submit the FY 2026-27 Continuing County Adult Probation and Parole Grant application for the period July 1, 2026 – June 30, 2027 in the amount of $198,145.00 to support a portion of wages in the probation department
b) Authorize Ryan Brancato, Grants Writer to electronically sign and submit the Mosquito-borne Disease Control Grant application for the period January 1, 2027 – December 31, 2027 in the amount of $148,131.00 to maintain acceptable and healthy mosquito population control throughout Monroe, Pike and Wayne counties
c) Authorize Ashley Kerrick, Grants Manager to electronically sign the 2026-2027 Intermediate Punishment Contract (#2026-IP-ST 5042) for the period 07/01/2026 – 06/30/2027 in the amount of $90,000.00

10) Information and Technology Services:

a) Ratify amendment for second extension to the Case Management Software System Agreement dated October 26, 2017 to extend the terms of the agreement to 12/31/2026

11) Planning Commission:

a) Acknowledge receipt of the 2026 Water Quality Study completed in partnership with the Conservation District and the Planning Commission Staff

12) Redevelopment Authority:

a) Reappoint Nicole Murray to the Board of Directors with a new term to expire 10/21/2031

13) Capital Outlay Purchases:

a) Ratify the Capital Purchases Report dated 11/04/2026 totaling $1,604.96
b) Approve the Capital Purchases Report dated 11/04/2026 totaling $12,654.56

14) Computer Capital Purchases:

a) Approve the Computer Capital Purchases Report dated 11/04/2026 totaling $5,834.02

Miscellaneous

Public Comment

<u>Other Meetings</u>

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