



MONROE COUNTY BOARD OF COMMISSIONERS
November 19, 2025

The regular meeting of the Monroe County Board of Commissioners was held Wednesday, November 19, 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.

Chairman Christy stated pursuant to the PA Sunshine Act, the agendas that are distributed reflect the following changes from the agenda posted online:

Under Information Technology and Services:

The contract period is 11/05/2026 through 11/04/2026 not thorough 11/06/2026

Under Monroe County Industrial Authority:

The term end for Mr. Anthony Maula is 12/31/2029 not 12/31/2028

The term end for Ms. Dawn Hart is 12/31/2029 not 12/31/2028

The term end for Mr. Gary Olsen and Mr. Robert Hay is 12/31/2030 not 12/31/2029

There was no public comment on agenda items.

M-2025-315 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-	<u>\$115,290.00</u>
Total-	(\$115,290.00)

M-2025-316 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the minutes of November 5, 2025, Commissioners' Meeting.

M-2025-317 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to amend Motion 2025-100 dated 04/02/2025, to reflect revisions to Monroe County Office of Fiscal Affairs Comprehensive Plan for Human Services (Appendix A).

M-2025-318 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to Ratify November 14, 2025, opening of the bid for Real Estate Tax Mailers for the period 2026-2030:

- a. Spring Hill Laser - \$63,768.08 with a 2.5% cost increase per year and postage must be received prior to mailing (one bid received)

M-2025-319 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to adopt a certificate of special recognition in honor of Elder Leanon Trawick's 75th Birthday.

Vice-Chairman Parker stated he attended Elder Leanon Trawick's birthday celebration and said it was a great event.

M-2025-320 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to the actions listed below:

1) Personnel:

- a) Agenda:

FIRST NAME	DEPARTMENT:	POSITION:	STEP:	DATE:	REASON:	
NEW HIRES:						
Davis, Kareem	Career Link	Laborer	N/A	11/17/25	New Hire	
Fuller, Owen	Career Link	Laborer	N/A	11/17/25	New Hire	
Garrity, Mallory	Career Link	Laborer	N/A	11/17/25	New Hire	
Panico-DeVito, Alexandra	Career Link	Laborer	N/A	11/17/25	New Hire	
Patrick, Ruth	Career Link	Laborer	N/A	11/17/25	New Hire	
Perez, Noel	Career Link	Laborer	N/A	11/17/25	New Hire	
Solomon, Shania	Career Link	Laborer	N/A	11/17/25	New Hire	
Howard, Babyanne	Controller	12 Deputy Controller	5	11/12/25	Rehire/Replacement	
Shukaitis, Jennifer	Controller	5 Payroll Officer- PT	1	11/12/25	New Hire/New Position	
Figueroa, Giselle	Domestic Relations	10 Intake & Locate Specialist	N/A	12/1/25	New Hire/Replacement	
Hernandez, Sarah	Domestic Relations	7 Office Asst Sr	N/A	12/1/25	New Hire/Replacement	
McQuilkin, Tia	Domestic Relations	7 Office Asst Sr	N/A	11/24/25	New Hire/Replacement	
Wenzel, Heather	Probation - Juvenile	9 Probation Secretary	N/A	11/12/25	New Hire/Replacement	
Bergstresser, Zachary	Sheriff	3 Bailiff	1	11/24/25	New Hire/Replacement	
Berry, Tyler	Sheriff	3 Bailiff	1	11/24/25	New Hire/Replacement	
Keyes, Damian	Sheriff	3 Bailiff	1	11/24/25	New Hire/Replacement	
SEPARATIONS:						
Peace, Tamika	C&Y	35 Casw 2	N/A	11/21/25	Resigned	
Darab, Dwayne	Correctional Facility	CO II	N/A	11/9/25	Resigned	
Johnson, Margo	Correctional Facility	CO II	N/A	11/7/25	Terminated	
Goeke, Janie	Domestic Relations	14 Conference Officer	N/A	11/21/25	Resigned	
Baker, Charles	Emergency Services	Burn Sim Offr TEMP	N/A	11/17/25	Resigned	
CHANGES:						
Purificato, Sophia	Assessment	5 Data Collector	1	11/5/25	Probation Extended (6months)	
Vinson, Morgan	Assessment	6 Field Assessor	4	10/7/25	Probation Complete	
Calvache-Murphy, Berthy	C&Y	37 Casw 3	N/A	10/22/25-4/21/26	Intermittent LOA	
Coney, Dewayne	C&Y	25 SSA 2- FT	N/A	10/23/25	Probation Complete	
Ghaly, John	C&Y	35 Accountant I CS	N/A	10/7/25	Probation Complete	
Payano-Santiago, Maria	C&Y	37 Accountant II	N/A	11/19-12/24/25	LOA	
Shaw, Lausanne	C&Y	35 Casw 2	N/A	12/12/25-3/5/26	LOA	
Campisi, Angelena	Conservation District	10 Resource Conservation Specialist	1	11/12/25	Probation Complete	
Ioannidis, Geoffrey	Conservation District	10 Resource Conservation Specialist	1	11/12/25	Probation Complete	
Knauff, Jonathan	Conservation District	11 Head Resource Conservationist	1	11/7/25	Probation Complete	
Crawford, Keisha	Correctional Facility	CO II	N/A	10/31-11/2/25	Extend LOA	
Crawford, Keisha	Correctional Facility	CO II	N/A	11/3-11/20/25	RTW Mod Duty	
Escourse, Dwight	Correctional Facility	CO II	N/A	11/8-11/25/25	Extend Mod Duty	
Frank, Kristijan	Correctional Facility	CO II	N/A	11/8-12/19/25	Extend LOA	
Johnson, Margo	Correctional Facility	CO II	N/A	10/22-11/6/25	Unpaid Suspension	
Martynowicz, Arkadiusz	Correctional Facility	CO II	N/A	10/29-11/11/25	Extend Mod Duty	
Pearson, Tymeak	Correctional Facility	CO II	N/A	10/30-11/24/25	Extend LOA	
Stasulli, Vincent	Correctional Facility	CO II	N/A	10/1-11/19/25	Extend Mod Duty	
Capano, Amy	Courts	10 Administrative Assistant	N/A	10/22/25	Probation Complete	
Ferraro, Amanda	Courts	14 Exhibits & Quality Assurance Records Retention Officer	N/A	10/14/25	Probation Complete	
Stagliano, Katelin	Courts	16 Court Recorder & Transcriptionist	N/A	11/5/25	Probation Complete	
Halicki, Monika	District Attorney	22 Asst District Attorney	N/A	10/21/25	Probation Complete	
Jinks, Joanna	District Attorney	17 Detective/DA	N/A	11/5/25	Probation Complete	
Rooney, Michael	District Attorney	22 Asst District Attorney	N/A	10/22/25	Probation Complete	
Gilliam, Kimberly	Human Resources	4 Administrative Specialist III	3	10/17-11/9/25	LOA	
Glovas, Kevin	Planning	8 Community Planner	1	11/13/25	Probation Complete	
Sanjoli, Ryan	Pre-Trial Services	7 Pretrial Officer Trainee	1	10/1/25	Probation Complete	
Multsch, Aaron	Probation- Adult	16 Probation Officer Trainee	N/A	11/19/25	Probation Complete	
Harrison, Amber	Tax Claim	4 Accounting Tech	1	10/1/25	Probation Complete	
Ackerman, Melissa	Victim Witness	7 Direct Service Advocate Sr.	8	7/1/25	Probation Complete	
Seese, Amanda	Victim Witness	6 Direct Service Advocate	1	10/14/25	Probation Complete	
Ackerman, Dawn	Voter Registration	6 Administrative Coordinator	4	10/21-11/12/25	LOA	
Ackerman, Dawn	Voter Registration	6 Administrative Coordinator	4	11/13-12/21/25	LOA	
MISCELLANEOUS:						
Approve the request from Controller Erik Diemer to rehire Babyanne Howard with 3 weeks' vacation from date of hire until her 9th year of employment, at which time she will follow the normal residual vacation schedule.						

- b) Approve/Ratify Requests to work additional hours:
- i) Sheriff’s Office pay period ending 11/02/2025

(1) Deputies – 50.75 hours

(2) Security – 44 hours

(3) Clerks – 17 hours

2) Electronic Financial Transactions (Ratify):

- a) Vouchers Payable:
- i) \$585,798.17 dated 11/07/2025

ii) \$1,324,243.61 dated 11/14/2025
- b) Gross Payroll:
- i) \$1,524,983.82 pay period ending 11/02/2025
- c) Healthcare Benefits Payments:
- i) Highmark Blue Cross/Blue Shield:

(1) \$91,748.17 dated 11/05/2025

(2) 140,834.35 dated 11/12/2025

ii) Geisinger:

(1) \$80,558.14 dated 11/03/2025

(2) \$9,655.72 dated 11/12/2025

(3) \$77,874.16 dated 11/12/2025

iii) Dental Claims:

(1) \$4,282.30 dated 11/07/2025

(2) \$8,333.50 dated 11/14/2025

iv) Flexible Spending Account:

(1) \$1,279.53 dated 11/06/2025

(2) \$182.25 dated 11/14/2025

(3) \$735.07 dated 11/14/2025
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M-2025-321 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve/ratify the Travel Requests for the following: Adult Probation, Area Agency on Aging, Emergency Services and Planning.

M-2025-322 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 an Amendment to the existing Purchase of Service Agreement M-2025-246 dated 09/03/2025 for County of Berks for the term 07/01/2025 through 06/30/2026 to update rates for the current year per Attachment A-1 of the Amendment
- b) Approve an Amendment to the existing Purchase of Service Agreement M-2025-234 dated 08/20/2025 for Adelphoi Village, Inc. for the term 07/01/2025 through 06/30/2026 to replace the current Attachment C with the Amended Attachment C
- c) Approve the following Purchase of Service Agreements for the term 07/01/2025-06/30/2026:
 - i) Children's Home of York – contract limit \$130,000.00 (adoption and foster care services)
 - ii) In Arms Reach Childcare Services, LLC – contract limit \$275,000.00 (respite, emergency care)
 - iii) Homestead Family Services – contract limit \$150,000.00 (diversion/family preservation)
 - iv) Young Lady Butterflies Corp. – contract limit \$300,000.00 (group home)
 - v) CAI – contract limit \$54,050.00 (fiscal consulting services)

M-2025-323 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the actions listed below:

- a) Ratify the Budget Adjustment Report dated 11/19/2025 totaling \$14,000.00
- b) Approve the Budget Adjustment Report dated 11/19/2025 totaling \$56,501.00
- c) Adopt LERTA Resolution for Stroud Township (**R-2025-117**)
- d) Approve the Local Workforce Development Board Grant Agreement between PA Department of Labor and Industry and the Carbon County Commissioners through June 30, 2029
- e) Approve termination of contract with E.F. Possinger and Sons for Snow Removal Services effective November 17, 2025
- f) Approve agreement with Strauser Natures Helpers for Snow Removal Services for the period 11/17/2025 through 12/31/2025 for Public Safety Center, Administrative Center Parking Deck and Lot and the Former Jail Parking Lot at 7th and Monroe at rates listed in the bid award for 2026
- g) Award Real Estate Tax Mailers for the period 2026-2030:
 - Spring Hill Laser - \$63,768.08 with a 2.5% cost increase per year and postage must be received prior to mailing
- h) Add the following Vendors to the County List of Approved Vendors:
 - i) Emergency Management:
 - (1) Jared D. Whittaker
 - (2) Rural Power Systems Inc.
 - ii) Aging:
 - (1) Juanita L. Harris
 - iii) Purchasing:
 - (1) Brighter Days & Nites, Inc.
 - iv) ITS:
 - (1) Conference Technologies, Inc.

Commissioner Laverdure asked a question about the snow removal services. Chairman Christy explained a special blade is required to plow the helix on the parking deck and since E.F. Possinger would not be providing the 2026 snow removal services they did not want to purchase the blade. Strauser Natures Helpers will provide snow removal services for the rest of 2025 as they were awarded the bid for 2026.

M-2025-324 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to ratify Amendment with The Bureau of Child Support Enforcement (BCSE) to the Cooperative Agreement for 2025-2030 as requested by Domestic Relations.

M-2025-325 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the following actions as requested by the Grants department:

- a) Authorize Ashley Kerrick, Grants Manager, to file a proposal for FY26 Community Services Block Grant (CSBG) Formula Funding with the Department of Community and Economic Development
- b) Approve submitting the required forms with the proposal to Department of Community and Economic Development for FY26 Community Service Block Grant Formula Funding:
 - i) Federal Funding Accountability and Transparency Act Form
 - ii) Child Support Enforcement Services Certification
 - iii) Debarment and Suspension Certification
 - iv) Drug-free Workplace Certification
 - v) Lobbying Certification
 - vi) Worker Protection Form

M-2025-326 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to ratify Professional Services Proposal with Michael Baker International in the amount of \$25,000.00 for GIS services for the period 11/05/2025 through 11/04/2026.

M-2025-327 Motion by Commissioner Laverdure, seconded by Chairman Christy and carried to discuss the board appointments to the Monroe County Industrial Development Authority.

Chairman Christy stated Anthony Maula has removed his name from consideration.

M-2025-327A Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the following actions as requested by the Monroe County Industrial Development Authority:

- a) Reappoint Dawn Hart to the Board with a new term to expire 12/31/2029
- b) Reappoint the following with a new term to expire 12/31/2030
 - i) Gary Olson
 - ii) Robert Hay
- c) Acknowledge Paul Canevari end of service on the Board

M-2025-328 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to ratify submittal of Delegation of Authority to PA DCED for the CDGB Programs contact #C000070916 and #C000075473 as requested by the Redevelopment Authority.

M-2025-329 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve the Capital Purchases Report dated 11/19/2025 as follows:

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
APPROVED CAPITAL:						
Emergency Management	101.4291.9575.0000	Capital Expenditure	1	RPS Solar Air-ation and panel mount	RPS Solar Pumps - Lowest Quote	\$ 3,534.76
TOTAL APPROVED CAPITAL						\$ 3,534.76
REQUESTS WITH TRANSFER: (see Budget Adjustment Report)						
TOTAL REQUESTS W/TRANSFER						\$ -
GRANT FUNDED & OTHER:						
Sheriff	101.4197.9575.0000	Capital Expenditure	3	Portable radios and chargers	P&D Emergency Services - Lowest Quote	\$ 2,985.00
TOTAL GRANT FUNDED & OTHER						\$ 2,985.00
TOTAL CAPITAL REQUESTS						\$ 6,519.76

M-2025-330 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve the Computer Capital Purchases Report dated 11/19/2025 as follows:

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
APPROVED CAPITAL:						
Dept Of Information System	101.4172.5800.0010	Equipment/Maint Repair	1	NetAlly LinkRunner - Network tester	SCW - Lowest Quote	\$ 2,241.61
District Attorney	101.4194.7117.0000	Education	1	Training Equipment	ACTI - Sole Source	16,325.23
TOTAL APPROVED CAPITAL						\$ 18,566.84
REQUESTS WITH TRANSFER: (see Budget Adjustment Report)						
TOTAL REQUESTS W/TRANSFER						\$ -
GRANT FUNDED & OTHER:						
Designated Funds: R&R	601.4153.8800.0000	Program Expenses	7	Receipt printers, power adapters, and cables	SCW - State Contract	2,838.71
TOTAL GRANT FUNDED & OTHER						\$ 2,838.71
TOTAL CAPITAL REQUESTS						\$ 21,405.56

John Jakobsen asked how many parcels were included in the LERTA resolution.

Chairman Christy stated one parcel was included in the LERTA resolution.

The meeting was adjourned at 9:50 a.m.

M-2025-315 through M-2025-330
R-2025-117

Robert J. Gress, Chief Clerk/Administrator