



MONROE COUNTY BOARD OF COMMISSIONERS
August 7, 2024

The regular meeting of the Monroe County Board of Commissioners was held on Wednesday August 7, 2024, 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, 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.

There was no public comment on agenda items.

Ms. Kwanza Smith, Grants Manager announced the county will be applying for the FY2024 Emergency Solutions Grant (ESG). The Emergency Solutions Grant is a federal grant that provides funding to assist with the rapid rehousing of homeless persons, street outreach, homelessness prevention and emergency shelter activities. Request for Funding Proposal (RFP) applications are due on or before Monday August 12, 2024. Chairman Christy asked if there were any questions, there were none.

M-2024-235 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve the minutes of the approve the minutes of the 07/17/2024 Commissioners' Meeting.

M-2024-236 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to adopt the following certificates of special recognition:

- Jordan Oney – Eagle Scout
- Matthew Arce - Eagle Scout
- Peter Daniel Almeida - Eagle Scout
- Labor of Love Basketball League – 20 Year Recognition

M-2024-237 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve the actions listed below:

- a) Agenda:

NAME:	DEPARTMENT:	POSITION:	DATE:	REASON:
NEW HIRES:				
Jacqueline Merwerth	C&Y	33 Casw 1	7/29/24	New Hire/Replacement
Mearcy Ann Brathwaite	C&Y	33 Casw 1	7/29/24	New Hire/Replacement
Patricia Fugallo	Courts	10 Admin Asst Custody Conc	8/19/24	New Hire/Replacement
Arienne Stocum	Courts- Judge Stibum	20 Law Clerk	8/19/24	New Hire/Replacement
Michael Rooney	DA	20 Law Clerk	8/15/24	New Hire/Replacement
Samantha Whipple	DA	20 Law Clerk	8/15/24	Did Not Start
Kimberly Pollock	Maintenance	4 Painter/Floor Maintenance - PT	8/5/24	New Hire/Replacement
Anesha Pridle	MDJ	10 Advanced Tech	8/9/24	Rehire/Replacement
Chantel Young	PD	10 Application/Intake Analyst	8/5/24	New Hire/Replacement
Richele Nelson	Voter Reg	12 Admin Coord	8/5/24	New Hire/Replacement
SEPARATIONS:				
Abena Aidoo	Career Link	Laborer	8/12/24	Program Ended
Abigail Mills	Career Link	Laborer	8/12/24	Program Ended
Aidan Morales	Career Link	Laborer	8/5/24	Program Ended
Aidan O'Toole	Career Link	Laborer	8/5/24	Program Ended
Alani Charles-Job	Career Link	Laborer	8/5/24	Program Ended
Alani Christien	Career Link	Laborer	8/5/24	Program Ended
Alexa Thomas	Career Link	Laborer	8/5/24	Program Ended
Angelica Nunsz	Career Link	Laborer	8/5/24	Program Ended
Aniah Johnson	Career Link	Supervisor	8/5/24	Program Ended
Anthony McKenna	Career Link	Laborer	6/2/24	Program Ended
Antoinette Griffith	Career Link	Laborer	8/5/24	Program Ended
Arthur Jones	Career Link	Supervisor	8/5/24	Program Ended
Ashlynn Bach	Career Link	Laborer	8/5/24	Program Ended
Brandon Daniel	Career Link	Laborer	8/5/24	Program Ended
Christopher Glenn	Career Link	Laborer	8/5/24	Program Ended
Gara Avila Torbio	Career Link	Laborer	7/8/24	Terminated
Daryl Sanders	Career Link	Laborer	6/2/24	Program Ended
Daryl Thomas	Career Link	Laborer	8/12/24	Program Ended
Dominic Ferraro	Career Link	Laborer	8/5/24	Program Ended
Dwayne Burrows	Career Link	Laborer	8/5/24	Program Ended
Elia Morales	Career Link	Laborer	8/5/24	Program Ended
Elijah Cruz	Career Link	Laborer	8/5/24	Program Ended
Elyza Joseph	Career Link	Laborer	8/12/24	Program Ended
Evan Bueno	Career Link	Laborer	8/5/24	Program Ended
Evan Salgado	Career Link	Laborer	8/5/24	Program Ended
Fantasha Palmer	Career Link	Laborer	6/2/24	Program Ended
Hailey Paulino	Career Link	Laborer	8/5/24	Program Ended
Hunza Syah Kinchen	Career Link	Laborer	8/5/24	Program Ended
Jaden Ortiz	Career Link	Laborer	8/5/24	Program Ended
Janacia Cruz	Career Link	Laborer	8/5/24	Program Ended
Jayden Tucker	Career Link	Laborer	8/5/24	Program Ended
John McKillop	Career Link	Laborer	8/5/24	Program Ended
Jolie Mrakovich	Career Link	Laborer	8/5/24	Program Ended
Jordyn Nelson	Career Link	Laborer	8/5/24	Program Ended
Joseph Sokolowski	Career Link	Laborer	8/5/24	Program Ended
Joy Peam	Career Link	Laborer	8/5/24	Program Ended
Julius Martinez	Career Link	Laborer	8/5/24	Program Ended
Kadin Eddy	Career Link	Laborer	8/5/24	Program Ended
Kayla Thomas	Career Link	Laborer	8/5/24	Program Ended
Kaylee Strunk	Career Link	Laborer	6/2/24	Program Ended
Keanu Folio	Career Link	Laborer	8/5/24	Program Ended
Kelsey Jean	Career Link	Laborer	8/5/24	Program Ended
Kevin Cloward	Career Link	Laborer	6/2/24	Program Ended
Kevonna Smith	Career Link	Laborer	8/5/24	Program Ended
Kingrington Griffin	Career Link	Laborer	8/5/24	Program Ended
Kira McRae	Career Link	Laborer	8/5/24	Program Ended
Lelani Chacon-Flores	Career Link	Supervisor	8/5/24	Program Ended
Lucius Leon	Career Link	Laborer	8/5/24	Program Ended
Mariah Rivera	Career Link	Laborer	8/5/24	Program Ended
Michael Lashaw	Career Link	Supervisor	8/5/24	Program Ended
Michelangelo Diaz	Career Link	Laborer	8/5/24	Program Ended
Nanaadjoa Aidoo	Career Link	Laborer	8/12/24	Program Ended
Nashod Palmer	Career Link	Laborer	6/2/24	Program Ended
Neveah Jackson	Career Link	Laborer	8/5/24	Program Ended
Ortsea Gates	Career Link	Laborer	6/2/24	Program Ended
Payton Hoop	Career Link	Laborer	8/5/24	Program Ended
Rhnessa Dewitt	Career Link	Laborer	8/5/24	Program Ended
Richard Rivera	Career Link	Laborer	7/8/24	Terminated
Rhana Avila Torbio	Career Link	Laborer	7/8/24	Terminated
Ruben Mendez	Career Link	Laborer	8/5/24	Program Ended
Ryan Zeigler	Career Link	Laborer	8/5/24	Program Ended
Sabrina Biggs-Grace	Career Link	Laborer	8/5/24	Program Ended
Sara Brubaker	Career Link	Laborer	8/5/24	Program Ended
Sebastian Reyes	Career Link	Laborer	8/5/24	Program Ended
Sebastian Torres	Career Link	Laborer	8/5/24	Program Ended
Sukora Butler	Career Link	Laborer	8/12/24	Program Ended
Sukori Butler	Career Link	Laborer	8/12/24	Program Ended
Taj Gaudino	Career Link	Laborer	8/5/24	Program Ended
William Gutierrez	Career Link	Laborer	8/12/24	Program Ended
William Thomas	Career Link	Laborer	8/5/24	Program Ended
Xavier Bryant	Career Link	Laborer	8/5/24	Program Ended
Yessenia Dal-Rosa	Career Link	Laborer	8/5/24	Program Ended
Zamora Burgher	Career Link	Laborer	8/5/24	Program Ended
Babyanne Howard	C&Y	21 Fiscal Officer II	8/2/24	Resigned
Lesley Branch	C&Y	35 Casw 2	8/13/24	Resigned
David Hooker	Conservation	21 Head Resource Con.	8/21/24	Resigned
Judith Noelle Wilkinson	DA	ADA	8/2/24	Resigned
Cheyl Sims	Fiscal	20 Accountant II	8/9/24	Resigned
Jahida Nieves	Fiscal	13 Acct Tech Fiscal	8/9/24	Resigned
Nyah Key	Jail	CO	7/12/24	Self-Termed
Abbe Klezer	MDJ 43-4-01	10 Advanced Tech	8/8/24	Resigned
Denise Denson	MDJ 43-4-01	7 Tech	7/26/24	Resigned
Haleigh Hattel	Proth - Adult	20 Prob Officer Sr	8/2/24	Resigned
Oficia Spears-Smith	Proth	8 Records Tech	7/26/24	Resigned
CHANGES:				
Brittany Angelica	Aging	35 Care Mgr 2	7/10/24-1/9/25	Intermittent LOA
Lesley Branch	C&Y	35 Casw 2	7/23/24	Probation Complete
Lesley Branch	C&Y	35 Casw 2	7/24/24	Promotion w/o exam
Robert Gress	Commissioners	31 Chief Clerk/Admin	7/15/24	Probation Complete
Iwona O'Connor	Conservation	17 Finance Manager	7/29/24	Promotion
Alexandria Letch	Courts	16 Court Recorder/Trans	7/16/24	Probation Complete
Ashley Heller	DA	12 Legal Secretary	8/12/24	Promotion
Ashley Johnson	DA	12 Legal Secretary	7/2/24	Probation Complete
Brian Germano	DA	Chief Prosecutor Appellate Section	7/2/24	Probation Complete
Danielle Eilber	DA	12 Legal Secretary	7/2/24	Probation Complete
Danielle Eilber	DA	16 Office Manager-Legal	8/12/24	Promotion
Emily McCartney	DR	12 Enforcement Spec Sr	7/23/24	90 Day Probation
Cheyl Sims	Fiscal	20 Accountant II	7/15/24-1/14/25	Intermittent LOA
Jack Tazetto	HR	18 Full Cycle Recruiter	6/14-7/30/24	Convert LOA to Intermittent
Arkadiusz Martynowicz	Jail	CO	7/24-8/14/24	LOA
Benjamin Eyer	Jail	22 Lieutenant	8/12/24	Promotion
Dwayne Darab	Jail	CO	7/22/24	1st Shift Assignment
Frank Lantigua	Jail	CO	7/24-7/31/24	LOA
Frank Lantigua	Jail	CO	8/1-8/6/24	RTW Mod Duty
Helson Rivera-Rivera	Jail	CO	7/12-7/19/24	Mod Duty
Helson Rivera-Rivera	Jail	CO	7/20/24	RTW Full Duty
James Williams	Jail	CO	7/31/24	Probation Complete
James Wise	Jail	CO II	7/2-9/3/24	Extend Mod Duty
Laquan Jenkins	Jail	CO	7/13-7/14/24	Military LOA
Lawrence Harris	Jail	CO	7/22/24	2nd Shift Assignment
Nicholas Virella	Jail	CO	7/12-8/8/24	LOA
Patti Manfre	Jail	18 Treatment Assistant	7/30-10/21/24	LOA
Patti Manfre	Jail	18 Treatment Assistant	10/22/24	LOA
Ranya Othman	Jail	CO	7/22/24	2nd Shift Assignment
Steven Geist	Jail	CO	7/11-1/10/25	Intermittent LOA
Steven Geist	Jail	CO	7/17-1/16/25	Intermittent LOA
Tara Doyle	Jail	CO	7/15/24	RTW Full Duty
Terez Williams	Jail	CO	7/22/24	3rd Shift Assignment
Vincent Stasuli	Jail	CO	7/6-8/6/24	LOA
Yvette Samuel	Jail	CO	7/22/24	1st Shift Assignment
Helen Lentz	Maintenance	4 Custodian Sr	7/24/24	Promotion
Richard Ekstedt	Maintenance	4 Painter / Floor Maintenance-PT	8/5/24	Reduce hours
Ana Mana Saavedra	PD	12 Legal Secretary	7/29/24	Probation Complete
Julia Sherr	Planning	21 Environmental Planner Sr	7/26/24	Promotion
Joshua Szot	Prenatal Services	9 Prenatal Secretary	7/8/24	Probation Complete
Caterina Lombardo	Proth	8 COC Records Tech	7/23/24-1/22/25	Intermittent LOA
Linda Orehek	Proth	10 Deputy Proth	7/19-8/26/24	Extend LOA
Linda Orehek	Proth	10 Deputy Proth	8/27-9/6/24	Extend LOA
Mateusz Kochan	Sheriff	18 Corporal/Firearms	7/8-9/1/24	LOA
Stephanie Chieffo	Treasurer	9 Accounting Tech	6/25-6/30/24	LOA
Stephanie Chieffo	Treasurer	9 Accounting Tech	7/1-12/31/24	Intermittent LOA
Aaron Lombard	Vector Control	20 Vector Coordinator	7/22/24	Probation Complete
Dawn Ackerman	Voter Reg	12 Admin Coord	7/3-7/14/24	LOA
MISCELLANEOUS:				
Approve the request from the Controller, Erik Diemer, to send revised Accounts Receivable/Admin Asst Job Description to Archer for grading.				
Approve the request from Brian Fisher, Director of Domestic Relations, to convert the 12 Accounting Tech Sr position to a 12 Enforcement Specialist.				
Approve the request by the DA to send 2 new positions job descriptions Archer: Secretary to the DA and Executive Secretary				
Approve the request from Jen Barclay, Director of Fiscal, to send new Job Description for a Fiscal Grants Supervisor to Archer				
Approve the request from the Warden to change his current open 10 Adm. Tech to a 7 Office Assist Sr.				
Approve the request from the Courts to downgrade their open 18 Court Reporter to a grade 16 Court Recorder & Transcriptionist				

- b) Approve/Ratify Requests to work additional hours:
 - i) Sheriff's Office Overtime Report for the period ending 07/14/2024
 - (1) Deputies – 32.25 hours
 - (2) Security – 102.75 hours
 - (3) Clerks – 3.50 hours
 - ii) Sheriff's Office Overtime Report for the period ending 07/28/2024
 - (1) Deputies – 55.50 hours
 - (2) Security – 117.00 hours
 - (3) Clerks – 21 hours

M-2024-238 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the actions listed below:

- a) Vouchers Payable:
 - i) \$2,271,289.91 dated 07/19/2024
 - ii) \$2,609,364.20 dated 07/26/2024
 - iii) \$876,441.04 dated 08/02/2024
- b) Gross Payroll:
 - i) \$1,425,772.16 for period ending 07/14/2024
 - ii) \$1,411,369.99 for period ending 07/28/2024
- c) Healthcare Benefits Payments:
 - i) Highmark Blue Cross/Blue Shield:
 - (1) \$85,309.19 on 07/16/ 2024
 - (2) \$157,494.93 on 07/23/2024
 - (3) \$41,274.03 on 07/30/2024
 - (4) \$10.30 on 07/30/2024
 - ii) Geisinger:
 - (1) \$11,989.13 on 07/18/2024
 - (2) \$86,507.54 on 07/22/2024
 - (3) \$87,500.65 on 07/30/2024
 - iii) Dental Claims:
 - (1) \$3,790.68 on 07/19/2024
 - (2) \$6,730.52 on 07/26/2024
 - (3) \$9,195.06 on 08/02/2024
 - (4) \$1,056.35 on 08/02/2024
 - iv) Flexible Spending Account:
 - (1) \$1,406.86 on 07/19/2024
 - (2) \$513.09 on 07/26/2024
 - (3) \$887.57 on 08/02/2024

M-2024-239 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to Approve/Ratify the Travel Requests for the following: Adult Probation, Aging, Assessment, Children & Youth, District Attorney, Domestic Relations, Emergency Services, Human Resources, Juvenile Probation, Planning, Public Defender, Tax Claim and Vector Control.

M-2024-240 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve a contract addendum with Tree of Hope Home Care LLC for the period July 1, 2024, through June 30, 2025, for personal care and home support services at \$20.00 per hour as requested by the Area Agency on Aging.

M-2024-241 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve the motions listed below as requested by the Assessment Office:

- a) Execute an agreement with Just Appraised to provide software to facilitate document processing for the Pilot Term period August 7, 2024, through December 31, 2024, in the amount of \$7,500.00 and the Initial Term period January 1, 2025, through December 31, 2025, in the amount of \$38,960.00
- b) Ratify acceptance of a proposal from Civil Solutions to develop and install a new series of tools for use in ArcGIS Pro needed for migration from ArcMap in the amount of \$30,000.00

Chairman Christy explained that Just Appraised assists in transferring document information from the Register and Recorder's office database to the Assessment office database. Chairman Christy stated the tools from Civil Solutions are needed to keep the GIS system working due to an upgrade.

M-2024-242 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the actions listed below as requested by the Carbon-Monroe-Pike Drug and Alcohol Commission Inc:

- a) Reappoint Samantha Williams to the Carbon-Monroe-Pike Commission Board with a term to expire February 28, 2027
- b) Acknowledge resignation of Albert Murray from Carbon-Monroe-Pike Commission Board

M-2024-243 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) Ratify professional services agreement with Computer Aid, Inc. (CAI) for Fiscal Consultancy Services at an amount not to exceed \$44,950.00
- b) Ratify third quarter submittal of the 2023 – 2024 Fiscal Report with a total spending of \$12,952,244.00
- c) Execute Adoption Assistance Agreements for JBA, JBB, and JBC
- d) Execute a Purchase of Service Agreement for the period July 1, 2024 – June 30, 2025, with
 - i) Cornell Abraxas Group LLC contract limit totaling \$875,000.00 (residential services)
 - ii) Pressley Ridge contract limit totaling \$100,000.00 (foster care)
 - iii) PA Treatment & Healing contract limit totaling \$480,000.00 (day treatment services and diagnostic assessments)
 - iv) Access Services, Inc. contract limit totaling \$110,000.00 (specialized foster care)
 - v) Valley Youth House Committee, Inc. contract limit totaling \$190,000.00 (shelter care and independent living services)

Commissioner Laverdure noted that Children and Youth operate on a fiscal year which runs from July 1, 2024 – June 30, 2025, and follows the state budget year.

M-2024-244 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the actions listed below:

- a) Ratify the Budget Adjustment Report dated 07/25/2024 totaling \$777.00
- b) Approve the Budget Adjustment Report dated 08/02/2024 totaling \$384,948.00
- c) Execute professional services agreement with RKR Hess for 2025-2027 Bridge Deck Cleaning & Vegetation Control Specifications, Bidding, Construction Administration and Construction Services in the amount of \$17,000.00 (Year 1) \$11,000.00 (Year 2) and \$12,000.00 (Year 3)
- d) Authorize survey and additional scope of work for the county parking lot repaving project with Reilly Associates in the amount of \$7,500.00
- e) Authorize/Ratify the Chief Clerk to advertise for the following:
 - i) 2024-2025 Emergency Shelter Grant (ESG) Program Public Hearing
 - ii) 2024-2025 Homeless Assistance Program (HAP) and Human Services Development Fund (HSDF) Public Hearing
 - iii) Janitorial Cleaning at MDJ Offices
 - iv) C&Y 2024/2025 Implementation Plan and 2025/2026 Needs Based Plan and Budget
 - v) Authorize Chief Clerk to solicit nominations for MCCD Director position (public director)
- f) Approve agreement with E.F. Possinger and Sons, Inc. to remove incinerator equipment at PVM, dispose of, and level and seed grass area in the amount of \$1,950.00
- g) Ratify agreement with Madscripts, LLC to provide Pharmacy Consulting Services to employees covered under the county health insurance plan for the period September 1, 2024, through August 31, 2025, at no cost to the county
- h) Approve New Medical only employee rates effective September 1, 2024, as follows:

Over \$30K Salary: Medical only Rates (New Monthly)

Highmark PPO	Highmark HMO	Geisinger
Employee Only: \$124.70	Employee Only: \$60.85	Employee Only: \$60.85

Employee +1: \$460.86	Employee +1: \$269.87	Employee +1: \$269.87
Employee +2 (Fam): \$561.18	Employee +2(Fam): \$328.61	Employee +2(Fam): \$328.61

Under \$30K Salary: Medical only Rates (New Monthly)

Highmark PPO	Highmark HMO	Geisinger
Employee Only: \$124.70	Employee Only: \$60.85	Employee Only: \$60.85
Employee +1: \$460.86	Employee +1: \$168.67	Employee +1: \$168.67
Employee +2 (Fam): \$561.18	Employee +2(Fam): \$205.39	Employee +2(Fam): \$205.39

Part Time ADA/APD: Medical Only Rates (New Monthly)

Highmark PPO	Highmark HMO	Geisinger
Employee Only: \$266.05	Employee Only: \$200.84	Employee Only: \$200.84
Employee +1: \$737.37	Employee +1: \$553.26	Employee +1: \$553.26
Employee +2 (Fam): \$897.89	Employee +2(Fam): \$673.68	Employee +2(Fam): \$673.68

- i) Add the following Vendors to the County List of Approved Vendors:
 - i) Emergency Management
 - (1) Kailee Edinger
 - (2) Scott T. Piersol
 - (3) Rescuetechs, LLC
 - ii) Tax Assessment
 - (1) Just Appraised, Inc
 - iii) Sheriff
 - (1) Alternate Force
 - iv) District Attorney
 - (1) Alternative Community Engagement Solutions, LLC
 - v) Aging
 - (1) Rebecca L. Naves-Rahe
 - vi) Commissioners
 - (1) Bartonsville Printing
 - (2) Rays of Hope for Addiction

Chairman Christy stated the medical only rates that employees pay towards health insurance coverage are increasing by ten percent. He noted this was the first increase in many years.

M-2024-245 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve the actions listed below:

- a) Ratify agreement with Thomson Reuters for Westlaw ProFlex in the monthly amount of \$12,017.25 (year 1), \$12,618.11 (year 2) and \$13,249.02 (year 3) for court administration, district attorney and public defender departments for the period of 07/01/2024 through 06/30/2027
- b) Ratify agreement with Thomson Reuters for the patron self-help portal in the Law Library at a cost of \$1,261.25 per month for the period 08/01/2024 through 07/31/2025

M-2024-246 Motion by Vice-Chairman Parker to make a correction to the total amount of the Election Integrity Grant and the legal name of Women’s Resources should be Women’s Resources, DBA Safe Monroe, seconded by Commissioner Laverdure and carried to approve the actions listed below:

- a) Approve authorization for the Grant Manager, Kwanza Smith to electronically submit the FY24 Historical & Archival Records Care Grant application totaling \$5,000.00 to be used to purchase a flat map storage cabinet
- b) Acknowledge notice of closeout of the following grants from PADCED: CDBG- 2010 (C000050360), 2011 (C000052222), 2012(C000053176), 2013 (C000057651), 2014 (C000060642), 2015(C000062809), 2016(C000066175), 2017 (C000069517)
- c) Ratify Approval for the Grants Manager, Kwanza Smith, to electronically sign the FY 23-24 Indigent Defense Grant Program Funds (IDGP) Contract (#2023-ID-ST-44150) in the amount of \$95,528.00 for the period July 1, 2024 – December 31, 2025
- d) Approve the 2024-2025 State Food Purchase Program sub-recipient Allocations for the 2024-2025 Fiscal Year as listed below:

Bushkill Outreach	\$	16,000.00
Christian Awareness Ministries	\$	5,000.00
New Perspectives	\$	10,000.00
Pleasant Valley Ecumenical Network	\$	40,500.00
Pocono Mountain Ecumenical	\$	40,000.00
Salvation Army-Pantry & Soup Kitchen	\$	50,000.00
St. Matthews Catholic Church	\$	12,000.00
TOP of the Mountain	\$	40,000.00
Women’s Resources DBA Safe Monroe	\$	10,000.00
2024-2025 SFPP Total		\$ 223,500.00

- e) Execute the 2024-2025 State Food Purchase Program sub-recipient Contracts for the 2024-2025 Fiscal Year as listed below:

Bushkill Outreach	\$	16,000.00
Christian Awareness Ministries	\$	5,000.00
New Perspectives	\$	10,000.00
Pleasant Valley Ecumenical Network	\$	40,500.00
Pocono Mountain Ecumenical	\$	40,000.00
Salvation Army-Pantry & Soup Kitchen	\$	50,000.00
St. Matthews Catholic Church	\$	12,000.00
TOP of the Mountain	\$	40,000.00
Women’s Resources DBA Safe Monroe	\$	10,000.00
2024-2025 SFPP Total		\$ 223,500.00

- f) Approve the 2024-2025 Homeless Assistance Program (HAP) and Human Services Development Fund (HSDF) Contracts as listed below:

HAP Allocation 2024-2025

Family Promise of Monroe County	-	Emergency Shelter Services	-	\$10,294
Pocono Area Transitional Housing	-	Bridge Housing Services	-	\$10,294
The Salvation Army of Monroe County	-	Emergency Shelter Services	-	\$10,294
Resources for Human Development	-	Case Management	-	\$4,000
Women’s Resources DBA Safe Monroe	-	Emergency Shelter Services	-	\$10,294
TOTAL				\$45,176

HSDF Allocation 2024-2025

CMP MH/DS	-	Adult Services	-	\$48,000
Sights for Hope	-	Generic Services	-	\$10,157
Pocono Services for Families & Children	-	Children & Youth	-	\$26,000
TOTAL				\$84,157

- g) Approve authorization for the Grant Manager, Kwanza Smith to electronically submit the FY24 Election Integrity Grant Program (EIGP) application totaling \$588,504.63 to be used for financial support for county administration of elections for the period starting 9/01/2024

M-2024-247 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve an agreement from BMC Software, Inc to provide software for inventory control for the term July 31, 2024, through July 28, 2025, in the amount of \$7,100.78 (License Fee \$5,922.72 and Support Fee \$1,178.06) as requested by Information Technology and Services.

M-2024-248 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the actions listed below as requested by the Monroe County Affordable Housing Board:

- a) Appoint Christopher Breen to the board to fill an unexpired term to end on December 31, 2025
- b) Acknowledge the resignation of Sharon Ortiz from the board
- c) Approve funding request of \$40,000.00 to the Monroe County Area Agency on Aging for the Monroe County SHARE Program (Share Housing and Resource Exchange)
- d) Approve budget revision #2024-01R increasing Supportive Housing Assistance by \$5,000.00 and decreasing Unallocated line item by \$5,000.00

M-2024-249 Motion by Vice-Chairman Parker seconded by Commissioner Laverdure and carried to approve the actions listed below as requested by Monroe County Transportation Authority:

- a) Approve the Medical Assistance Transportation Program Participation Grant Agreement and Assurance of Compliance with the Department of Human Service, for the period of July 1, 2024, through June 30, 2025
- b) Approve the 2023/24 Medical Assistance Transportation Program (MATP) 4th quarter report in the amount of \$171,998.94

M-2024-250 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve the Capital Purchases Report dated 08/02/2024 as follows:

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
APPROVED CAPITAL:						
Coroner	101.4193.9575.0000	Capital Expenditure	7	Desks	Staples - Lowest Quote	5,669.00
TOTAL APPROVED CAPITAL						\$ 5,669.00
REQUESTS WITH TRANSFER: (see Budget Adjustment Report)						
Correctional Facility	101.4232.9575.0000	Capital Expenditure	1	Ozone sensor	Mark Eades - Sole Source	\$1,049.87
Sheriff	101.4197.9575.0000	Capital Expenditure	3	Bullet proof vests	Star Uniform - State Contract	3,395.85
TOTAL REQUESTS W/TRANSFER						\$ 4,445.72
GRANT FUNDED & OTHER:						
TOTAL GRANT FUNDED & OTHER						\$ -
TOTAL CAPITAL REQUESTS						\$ 10,114.72

M-2024-251 Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to ratify a lease for a Sharp Copier with a 48-month term in the amount of \$100.00 per month as requested by the Public Defender.

M-2024-252 Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve the Computer Capital Purchases Report dated 08/02/2024 as follows:

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
APPROVED CAPITAL:						
Correctional Facility	101.4172.9575.0000	Capital Expenditure	11	Outdoor cameras & accessories	Odin - State Contract	14,698.48
Sheriff	101.4172.9575.4197	Capital Expenditure	7	Toughbook laptops, accessories and warranty	CDW - State Contract	28,322.56
TOTAL APPROVED CAPITAL						\$ 43,021.04
REQUESTS WITH TRANSFER: (see Budget Adjustment Report)						
TOTAL REQUESTS W/TRANSFER						\$ -
GRANT FUNDED & OTHER:						
Probation	101.4172.9575.0000	Capital Expenditure	43	Monitor arms with docks	Office Service Company - State Contract	29,272.64
Prothonotary: Automation Fund	601.4195.8800.0000	Program Expenses	4	Laserjet printers	SCW - State Contract	2,869.46
	601.4195.8800.0000	Program Expenses	2	Envelope Feeders	SCW - State Contract	488.22
Prothonotary: Automation Fund	601.4195.8800.0000	Program Expenses	8	Scanners	CDW - State Contract	7,640.00
TOTAL GRANT FUNDED & OTHER						\$ 40,270.32
TOTAL CAPITAL REQUESTS						\$ 83,291.36

Ms. Thresa Pesce asked if any of the capital outlay expenses or computer capital expenses were for the Elections and Voter Registration Office. Chairman Christy stated the only item on the agenda pertaining to the Elections and Voter Registration Office was the FY 24 Election Integrity Grant Program application under the Grants section.

Chairman Christy asked if there was any public comment.

Ms. Theresa Pesce stated she had two (2) items to speak about today, the Federal Safeguard American Voter Eligibility Act and the county voter roll. Ms. Pesce spoke on the Federal Safeguard American Voter Eligibility Act and a grass roots campaign being formed by the Election Research Institute called Restoring Confidence in Pennsylvania.

The meeting was adjourned at 9:54 a.m.

Robert J. Gress, Chief Clerk/Administrator

M-2024-235 thru M-2024-252