



BOARD OF COMMISSIONERS' AGENDA

Thursday, February 20, 2020, 10:00 A.M.

Willowbank Office Building
420 Holmes Street, Room 146
Bellefonte, PA 16823

I. CALL TO ORDER

II. PUBLIC COMMENT

In accordance with the Sunshine Act, attendees will be given the opportunity to comment on matters of concern, official action, or deliberation before the Board of Commissioners. For items not on the agenda, the Board of Commissioners will accept public comment at the beginning of each meeting. For items that are on the agenda, the Board will accept public comment prior to each official action. Persons desiring to comment should raise their hand to be recognized by the Chair. Anyone addressing the Board will be given a five-minute time period in which to do so.

III. MEETING MINUTES

Minutes from the Thursday, February 13, 2020 Board of Commissioners' meeting.

Action: *APPROVE the meeting minutes from Thursday, February 13, 2020.*

IV. PERSONNEL ITEMS

A. Public Defender

i. Consider approval of the personnel requisition for full-time Law Clerk, Public Defender, (p.c. #15, non-exempt, replacing L. Rupert), at SG-N16, effective February 20, 2020, pay period 5– Dept. 132.

ii. Consider approval of the appointment for Julia L. Dellinger, full-time Law Clerk, Public Defender, (p.c. #15, non-exempt, replacing L. Rupert), at SG-N16A(01)–\$19.79/hour, effective May 24, 2020, pay period 12. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2020 \$25,748, annualized salary savings for 2021 \$14,845 - Dept. 132.

B. Conservation District – Consider approval of the personnel requisition for full-time Conservation District Manager, Conservation District, (p.c. #01, exempt, replacing R. Sweitzer), at SG-S54, effective February 20, 2020, pay period 5– Dept. 822.

C. Facilities Management – Consider approval of the personnel requisition for full-time Facilities Technician 1, Facilities Management, (p.c. #09, non-exempt, replacing D. Spicer), at SG-N09, effective February 20, 2020, pay period 5– Dept. 161.

V. NON-PERSONNEL ITEMS

A. Approve requisition for furniture from Nittany Office Equipment, Inc., State College

i. Controller's Office not to exceed \$ \$4,500 – Dept. 971.

ii. Treasurer's Office not to exceed \$3,600 – Dept. 971.

B. BUDGET REVISION

i. Financial Management - Budget revision to reallocate funds – Dept. 113.

TRANSFER FROM				TRANSFER TO			
Dept.	Acct.	Description	Amount	Dept.	Acct.	Description	Amount
333	65110	Salaries	\$139,240	111	65110	Salaries	\$16,525
				111	65210	Advertising	\$485
				113	65110	Salaries	\$805
				113	65213	Health Insurance	\$2,655
				113	65250	Photocopy	\$785
				211	65110	Salaries	\$38,880
				211	65213	Health Insurance	\$11,395
				256	65110	Salaries	\$500
				256	66150	Utilities	\$650
				351	65110	Salaries	\$800
				351	65213	Health Insurance	\$585
				351	68110	Equipment	\$1,325
				353	66630	Insurance	\$135
				821	65110	Salaries	\$375
				821	65213	Health Insurance	\$280
				821	66630	Insurance	\$110
				822	65110	Salaries	\$3,700
				822	65213	Health Insurance	\$10,050
				822	66630	Insurance	\$200
				880	67110	Unrestricted Grants	\$49,000
						Total	\$139,240

Action: *APPROVE the budget revision.*

- VI. REPORT ON JUDICIAL PERSONNEL ITEMS
- VII. REPORT ON ROW OFFICE PERSONNEL ITEMS
- VIII. DISCUSSION ITEMS
- IX. EXECUTIVE SESSION REPORT
- X. ADJOURNMENT