



## BOARD OF COMMISSIONERS' AGENDA

Thursday, May 21, 2020, 10:00 A.M.

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

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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, May 14, 2020 Board of Commissioners' Meeting.

Action: *APPROVE the minutes from May 14, 2020.*

IV. COVID-19 PLANNING AND RESPONSE

A. Personnel

- i. Tax Assessment - Consider approval of the reinstatement of Nathaniel Schooch, Real Estate Assessor 2, from fulltime furlough to regular full-time status effective May 24, 2020, pay period 12 - Dept. 121

Action: *APPROVE personnel requests from elected officials and department heads.*

V. PERSONNEL ITEM

- A. Adult Services - Consider approval of the personnel requisition for full-time Housing Program Specialist, Adult Services, (p.c. #03, non-exempt, replacing B. Barndt), at SG-S51, effective retro to May 19, 2020, pay period 11- Dept. 501.

B. Correctional Facility

- i. Consider approval of the personnel requisition for part-time Corrections Officer, Correctional Facility, (p.c. #99, non-exempt, replacing B. Torrey), at SG-N10, effective retro to May 11, 2020, pay period 11- Dept. 333.
- ii. Consider the authorization to fill the currently vacant positions of four (4) Full-Time and four (4) Part-Time Corrections Officers, effective May 21, 2020, pay period 11 - Dept. 333.

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- C. Public Defender – Consider approval of the personnel requisition for full-time Legal Secretary 2, Public Defender, (p.c. #14, non-exempt, replacing M. Bennetti), at SG-N08, effective retro to May 18, 2020, pay period 11– Dept. 132

VI. REPORT ON JUDICIAL PERSONNEL ITEMS

VII. REPORT ON ROW OFFICE PERSONNEL ITEMS

- A. Prothonotary – Prothonotary Jeremy Breon has approved the personnel requisition for full-time Department Clerk 3 (75), Prothonotary, (p.c. #25, non-exempt, replacing K. Smith), at SG-N08, effective May 14, 2020, pay period 11 – Dept. 223.

- B. Treasurer

- i. Treasurer Colleen Kennedy has approved the personnel requisition for full-time Second Deputy Treasurer, Treasurer, (p.c. #04, non-exempt, replacing M. Houser), at SG-N10, effective May 14, 2020, pay period 11 – Dept. 124.

- ii. Treasurer Colleen Kennedy has approved the personnel requisition for full-time Deputy Treasurer, Treasurer, (p.c. #02, non-exempt, replacing W. Hockenberry), at SG-S46, effective May 5, 2020, pay period 10 (Revised) – Dept. 124.

VIII. NON-PERSONNEL ITEMS

- A. Elections

- i. Application and Agreement with the Commonwealth of Pennsylvania Department of State for CARES Act Grant Funds to be expended from March 28, 2020 until December 31, 2020 – Dept. 131.

- ii. Application and Agreement with the Commonwealth of Pennsylvania Department of State for HAVA Act Grant Funds to be expended from December 21, 2019 until December 31, 2022 – Dept. 131.

IX. DISCUSSION ITEMS

X. EXECUTIVE SESSION REPORT

XI. PUBLIC MEETING SCHEDULE

Thursday, May 21, 2020

Board of Commissioners/Salary Board – 10:00 AM – Virtual

Tuesday, May 26, 2020

Board of Commissioners– 10:00 AM – Room 146WB

XII. QUESTIONS FROM THE PRESS

XIII. ADJOURNMENT