



SALARY BOARD MINUTES

Thursday, February 13, 2020, 10:00 A.M.

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

I. CALL TO ORDER

Commissioner Michael Pipe convened the Salary Board meeting at 10:00 AM on Thursday, February 13, 2020.

In attendance were Commissioner Chair Michael Pipe, Commissioner Mark Higgins, Commissioner Steven Dershem, Administrator Margaret Gray, Controller Jason Moser, Director of Financial Management Tom Martin, Executive Office Supervisor Natalie Smith, Director of Human Resources Kristen Simkins, and Human Resource Analyst Geri Sorgen.

County personnel present included Julia Sprinkle, Human Services Administrator Natalie Corman, Don Gampe, Kendra Miknis, Ryan Smeltzer, Bob Jacobs, Prothonotary Jeremy Breon, Travis Walker, and Sheriff Bryan Sampsel.

Representatives from the news media included Gary Sinderson.

II. PUBLIC COMMENT

There were no comments received from the public.

III. MEETING MINUTES

Minutes from the Tuesday, February 4, 2020 Salary Board meeting.

Action: On a motion by Controller Jason Moser seconded by Commissioner Mark Higgins, the Board voted to approve the Salary Board meeting minutes from February 4, 2020. Commissioner Pipe abstained from the vote.

IV. ACTION ON PERSONNEL ITEMS

A. Children & Youth Services

On a motion by Controller Jason Moser, seconded by Commissioner Dershem, the Board voted to approve items i-ii.

- i. Lateral transfer/change in department/rate for Noemi Demastus, from full-time Department Clerk 3 (75), Prothonotary, (p.c. #24, non-exempt), at SG-N08E(05)--\$14.61/hour to full-time Department Clerk 3 (75)-CYS, C&YS, (p.c. #50, non-exempt, new with 2020 budget), at SG-N08E(05)--\$14.61/hour, effective retro to February 9, 2020, pay period 4. C&YS Administrator Julia Sprinkle is requesting Ms. Demastus be approved at SG-N08G(07)--\$15.23/hour. Salary savings for 2020 \$663, annualized salary impact for 2021 \$3,335 – Dept. 511.

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- ii. Reclassification of full-time Caseworker 3, C&YS, (p.c. #33, non-exempt), at SG-N15 to full-time Caseworker 2, C&YS, (p.c. #33, non-exempt), at SG-N13, effective February 13, 2020, pay period 4.

B. Controller– On a motion by Controller Jason Moser, seconded by Commissioner Dershem the Board voted unanimously to approve an extension to the temporary on-call/occasional Senior Advisor, Controller, (occupied by T. Hockenberry), (p.c. #08, non-exempt), at SG-N09Z(26)--\$23.26/hour, effective retro from February 10, 2020, pay period 4 through February 21, 2020, pay period 5. Salary budget impact for 2020 \$1,396 – Dept. 125.

C. Courts

Court Administrator Kendra Miknis introduced Ryan Smeltzer, the new director of Probation. Ryan joins Centre County as a former employee of Mifflin County Government.

- i. Domestic Relations – On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve the rate for Shelby L. Bonawitz at SG-N08A(01)--\$13.52/hour, effective February 18, 2020, pay period 5. President Judge Pamela Ruest is appointing Ms. Bonawitz to full-time Department Clerk 3 (75) DRS, DRS, (p.c. #16, non-exempt, replacing A. Leach). Salary savings for 2020 \$4,056 – Dept. 281.
- ii. Probation – On a motion by Controller Jason Moser, seconded by Commissioner Higgins, the Board voted to approve the rate for Dana A. Voigt at SG-N06A(01)--\$12.30/hour, effective February 18, 2020, pay period 5. President Judge Pamela Ruest is appointing Ms. Voigt to full-time Department Clerk 2 (80), Probation, (p.c. #15, non-exempt, replacing J. Knoffsinger). President Judge Ruest is requesting that Ms. Voigt be approved at SG-N06B(02)--\$12.53/hour. Salary savings for 2020 \$1,992, annualized salary savings for 2021 \$1,082. The recommendation for this appointment came from former Director Tom Backenstoe – Dept. 301.

D. Prothonotary– Prothonotary Jeremy Breon asked the Board to consider an extension to temporary overtime (up to five (5) hours per week) for full-time Chief Deputy Prothonotary and the full-time First Deputy Prothonotary positions (currently occupied by C. Clark, L. Lutz, M. Heckman, L. Kerschner), effective retro to February 3, 2020, pay period 4 and not to exceed 4 weeks. Salary budget impact for 2020 \$2,258. Jeremy has four deputies that he is requesting work an additional five hours per week through March 6, 2020 as new staff are trained in their positions. On a motion by Prothonotary Jeremy Breon, seconded by Controller Jason Moser, the Board voted unanimously to approve the extension of temporary overtime – Dept. 223.

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E. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 10:11 AM.

ATTEST:

Margaret N. Gray

Administrator