



BOARD OF COMMISSIONERS' AGENDA

Thursday, May 9, 2019, 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, April 18, 2019 Board of Commissioners' meeting.

Action: APPROVE the Board of Commissioners' meeting minutes from April 18, 2019.

IV. ACTION ON PERSONNEL ITEM(S)

A. Aging – Consider approval of the appointment for Charlene D. Schall, part-time Senior Center Manager PT, Office of Aging, (p.c. #18, non-exempt, replacing S. Repasky), at SG-S43A(1)--\$13.73/hour, effective May 14, 2019, pay period 11. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2019 \$1,309, annualized salary savings for 2019 \$1,373 – Dept. 521.

B. Correctional Facility –

i. Consider approval of the personnel requisitions for full-time Corrections Officers, Correctional Facility, (p.c. #72 and 10), non-exempt, (replacing N. Forte and T. Powell), at SG-N10, effective May 9, 2019, pay period 10 – Dept. 333.

ii. Consider approval of the personnel requisitions for part time Corrections Officers, Correctional Facility, (p.c. #100, 95, 104, and 108, non-exempt, (replacing J. Karl, T. McFarland, A. Feldbauer, and K. Horner), at SG-N10, effective May 9, 2019, pay period 10 – Dept. 333.

- C. Emergency Communications - Consider approval of the re-hire/appointment for Travis A. Schindler, full-time Public Safety Telecommunicator, Emergency Communications (911), (p.c. #34, non-exempt, replacing G. Supplee), at SG-N09E(5)--\$15.35/hour, effective June 3, 2019, pay period 12. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2019 \$10,785, annualized salary savings/ increase for 2020 \$1,934 - Dept. 354.
- D. Human Resources - Consider approval of the appointment for Jolene S. Kitko, on-call/occasional, Office Floater, Human Resources, (p.c. #11, non-exempt, replacing K. Hackenberg), at SG-N02A(1)--\$10.18/hour, effective May 13, 2019, pay period 11. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2019 \$2,317, annualized salary savings/increase for 2020 \$343 - Dept. 114.
- E. Planning
 - i. Consider approval of the revision to the job description for the position of Senior Planner 1 Agricultural Preservation Coordinator, Planning, SG-N16, effective May 9, 2019, pay period 9 - Dept. 151.
 - ii. Consider approval of the personnel requisition for full-time Senior Planner 1 Agricultural Preservation Coordinator, Planning (p.c. # 10, non-exempt, replacing S. Walter), at SG-S-N16A(01), effective May 9, 2019 - Dept. 151.
- F. Transportation - Consider approval of the medical leave of absence for Shelley Watcon, Vehicle Operator, Transportation, (p.c. #35), effective retro from April 26, 2019, pay period 9 to May 24, 2019, pay period 11 - Dept. 531.

V. ACTION ON NON-PERSONNEL ITEMS

A. Housing

- i. Mortgage satisfaction piece for Martha Nagle for the premises located at 277 Ghaner Drive, State College, PA - Dept. 815.
- ii. Mortgage satisfaction piece for Jennifer Cain for the premises located at 140 East Main Street, Millheim, PA - Dept. 815.

Action: APPROVE the mortgage satisfaction pieces for Martha Nagle and Jennifer Cain.

VI. REPORT ON JUDICIAL PERSONNEL ITEMS

Probation – President Judge Pamela Ruest has approved the personnel requisition for full-time Department Clerk 2 (75). Probation, (p.c. #29, non-exempt, replacing M. Smitchko), at SG-N06, effective retro to April 11, 2019, pay period 8 – Dept. 301.

VII. REPORT ON ROW OFFICE PERSONNEL ITEMS

Sheriff – Sheriff Bryan Sampsel has approved the personnel requisition for part-time Security Officer 80%, Sheriff, (p.c. #22, non-exempt, replacing B. Bloom), at SG-N08, effective retro to April 26, 2019, pay period 9 – Dept. 211.

VIII. DISCUSSION ITEMS

IX. EXECUTIVE SESSION

X. ADJOURNMENT