



BOARD OF COMMISSIONERS' AGENDA

Thursday, June 4, 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, May 28, 2020 Board of Commissioners' Meeting.

Action: *APPROVE the minutes from May 28, 2020.*

IV. PROCLAMATION

Proclamation 15 of 2020 – Proclaiming the week of June 1 through 5 as Child Welfare Professionals Appreciation Week.

V. COVID-19 PLANNING AND RESPONSE

A. Personnel

- i. Conservation - Consider approval of the reinstatement of Julee Smith, Department Clerk 3, from reduced hours furlough to regular full-time status effective June 8, 2020, pay period 13 - Dept. 822
- ii. Criminal Justice Planning - Consider approval of the reinstatement of Jessica Herren, Executive secretary, regular full-time status in Criminal Justice Planning effective upon completion of assignment in Elections, pay period TBD - Dept. 306
- iii. Emergency Communications - Consider approval of the reinstatement of Martin Kaschalk, Addressing Field Tech, from fulltime furlough to regular full-time status effective June 5, 2020, pay period 12 - Dept. 354
- iv. Human Resources - Consider approval of the reinstatement of Samantha Rees, Human Resources Specialist, regular full-time status in Human Resources effective upon completion of assignment in Elections, pay period TBD - Dept. 114

v. Recorder of Deeds - Consider approval of the placement on full-time furlough of Nancy Stover, Second Deputy Recorder of Deeds, Retroactive from June 5 through June 21, 2020, pay period 12 - Dept. 133

vi. Sheriff

1. Consider approval of the reinstatement of Jeffrey Jones, Security Officer, from full time furlough to reduced hours furlough - 60% effective June 8, 2020, pay period 13 - Dept. 211.

2. Consider approval of the reinstatement of Lindsay Spayd, Security Officer, from full time furlough to reduced hours furlough - 40% effective June 8, 2020, pay period 13 - Dept. 211.

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

VI. PERSONNEL ITEMS

A. Aging - Consider approval of the revised appointment for Dana B. Keeler, full-time Aging Care Manager 2, Aging, (p.c. #25, non-exempt, replacing M. Sierhuis), at SG-N12A(01)-\$16.36/hour, effective May 8, 2020, pay period 13. Salary budget savings for 2020 \$15,187, annualized salary savings for 2021 \$4,758 - Dept. 521.

B. Correctional Facility - Consider approval of the promotion for George Webb Jr. from part-time Corrections Officer, Correctional Facility, (p.c. #98, non-exempt), at SG-N10A(01)-\$14.70/hour, to full-time Corrections Officer, Correctional Facility, (p.c. #88, non-exempt, replacing K. Witmer), at SG-N10A(02)-\$16.46/hour, effective June 7, 2020, pay period 13. Salary budget savings for 2020 \$5,941, annualized salary savings for 2021 \$1,414 - Dept. 333.

VII. REPORT ON JUDICIAL PERSONNEL ITEMS

VIII. REPORT ON ROW OFFICE PERSONNEL ITEMS

IX. NON-PERSONNEL ITEMS

A. Housing - Satisfaction piece for Elliott M. Lauder for the premises located at 475 South Centre Street, Philipsburg - Dept. 815.

B. Correctional Facility - Contract renewal with Central Intermediate Unit #10 to provide WorkKeys class for two and half hours, twice per week for a total of five hours. The contract rate is \$32.42 with the contract total not to exceed \$10,114 for the period of July 1, 2020 through June 30, 2021 - Dept. 333.

X. CONSENT AGENDA

Emergency Communications - Maintenance and Support Agreement with Tyler Technologies for the Computer Aided Dispatch and Mobile System. The contract total is \$86,078.72 for the period of July 1, 2020 through June 30, 2021 - Dept. 354.

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XI. CHECK RUN

Check run in the amount of \$ 357,820.44 dated May 29, 2020.

Action: *APPROVE the check run dated May 29, 2020.*

XII. DISCUSSION ITEMS

XIII. EXECUTIVE SESSION REPORT

XIV. PUBLIC MEETING SCHEDULE

Thursday, June 4, 2020

Finance Committee – 9:00 AM - Virtual

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

Retirement Board – 11:00 AM - Virtual

Tuesday, June 9, 2020

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

Board of Assessment Revision of Taxes – 11:00 AM - Room 146WB

Thursday, June 11, 2020

Prison Board of Inspectors – 8:00 AM - Virtual

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

XV. QUESTIONS FROM THE PRESS

XVI. ADJOURNMENT