



## SALARY BOARD AGENDA

Thursday, October 20, 2022, 10:00 A.M.

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

[Register](#) online to receive a notification when meeting agendas are posted.

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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 Salary Board. For items not on the agenda, the Salary Board 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. ADDITIONS TO THE AGENDA

In accordance with ACT 65 of 2021, no discussion or action will be allowed for any item not included on the published agenda unless the item is one of an emergency nature or is *de minimus* in scope and does not require funding authorization and/or a contract or agreement. A majority vote of the Board is required to add an item to the agenda. All provisions of Act 65 regarding requirements for updating a published agenda after the meeting are in effect.

IV. MEETING MINUTES

Minutes from the Thursday, October 6, 2022 Salary Board Meeting.

**Action:** *APPROVE the Salary Board meeting minutes from Thursday, October 6, 2022.*

V. ACTION ON PERSONNEL ITEMS

A. Courts

i. Court Administration

1. Consider approval of the reinstatement of funding to the position of full-time Court Reporter, Court Administration, (p.c. #07, non-exempt), at SG-10, effective October 20, 2022, pay period 22. Salary budget impact for 2022 \$7,014, annualized salary impact for 2023 \$45,591 – Dept. 271.
2. Approve the rate for Linda Leitzel at SG-02A(01)–\$15.00/hour, effective October 31, 2022, pay period 23. President Judge Pamela A. Ruest is appointing Ms. Leitzel to on-call/occasional Tipstaff, Court Administration, (p.c. #14, non-exempt, replacing E. Prestia). Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2022 \$1,692, annualized salary impact for 2023 \$606 – Dept. 271.

**Action:** *APPROVE the Court Administration items 1-2.*

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1. Tax Assessment – Consider approval of the appointment for Chelsey A. Foust, full-time UPI Officer/Clean & Green & GIS Backup, Tax Assessment, (p.c. #05, non-exempt, replacing K. Ely, at SG-07A(01)--\$19.87/hour, effective October 31, 2022, pay period 23. Per policy Ms. Foust will be approved at SG-07D(04)--\$21.09/hour for prior relevant experience. Salary budget impact for 2022 \$581, annualized salary impact for 2023 \$3,919 – Dept. 121.

**Action:** *APPROVE the appointment for Chelsey Foust.*

VI. ADJOURNMENT