



BOARD OF COMMISSIONERS MINUTES

Thursday, March 10, 2022, 10:00 A.M.

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

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I. CALL TO ORDER

The public meeting of the Board of Commissioners was convened at 10:06 AM by Chair of the Board Michael Pipe.

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

County personnel present included Deputy Administrator John Franek Jr., Jim Coslo, Human Service Administrator Natalie Corman, Ray Stolinis and Anne Messner.

II. PUBLIC COMMENT

There were no comments received from the public.

III. ADDITIONS TO THE AGENDA

There were no additions made to the agenda.

IV. MEETING MINUTES

The Board will consider approving the minutes from the Thursday, March 3, 2022 Board of Commissioners meetings.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from March 3, 2022.*

V. PERSONNEL ITEMS

A. Correctional Facility

- i. The medical leave of absence for Jason Buckley, Corrections Officer, Correctional Facility, (p.c. #62), effective May 2, 2022, pay period 10 to June 1, 2022, pay period 12 – Dept. 333.
- ii. The appointment for Gabriel D. Krause, to full-time Corrections Officer, Correctional Facility, (p.c. #80, non-exempt, replacing C. Miller), at SG-N10X(01)--\$17.50/hour, effective March 14, 2022, pay period 7. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2022 \$6,422, annualized salary impact for 2023 \$1,498 - Dept. 333.

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- iii. The appointment for Georgia D. Port, full-time Kitchen Supervisor, Correctional Facility, (p.c. #81, non-exempt, replacing H. Eckley), at SG-N08A(01)--\$14.79/hour, effective March 21, 2022, pay period 7. Conditional upon satisfactory completion of pre-employment requirements. Salary budget impact for 2022 \$2,969, annualized salary savings for 2023 \$4,888 - Dept. 333.
 - iv. The personnel requisition for full-time Corrections Officer, Correctional Facility, (p.c. #12, non-exempt, replacing J. Yedlosky), at SG-N10, effective retro to March 1, 2022, pay period 6 – Dept. 333.
 - v. The personnel requisition for full-time Corrections Officer, Correctional Facility, (p.c. #111, non-exempt, replacing J. Kline), at SG-N10, effective retro to March 3, 2022, pay period 6 – Dept. 333.
 - vi. The personnel requisition for full-time Corrections Officer, Correctional Facility, (p.c. #38, non-exempt, replacing C. Ripple), at SG-N10, effective retro to March 3, 2022, pay period 6 – Dept. 333
- B. Conservation District –The personnel requisition for on-call/occasional Resource Conservation Coordinator 1, Conservation District, (p.c. #16, non-exempt, new), at SG-N12, effective March 10, 2022, pay period 6 – Dept. 822.
- C. Human Services
- i. MH/ID/EI –The promotion/change in title for Thomas Snyder, Caseworker 1, MH/ID/EI, (p.c. #11, non-exempt), at SG-N10A(01)--\$16.16/hour to Caseworker 2, MH/ID/EI, (p.c. #11, non-exempt), at SG-N12A(01)--\$17.69/hour, effective April 10, 2022, pay period 9. Salary savings for 2022 \$5,277, annualized salary impact for 2023 \$0 - Dept. 561.
 - ii. Office of Aging –The personnel requisition for full-time Aging Care Manager 2, Office of Aging, (p.c. #09, non-exempt, replacing S. Corrigan), at SG-N12, effective retro to March 3, 2022, pay period 6 – Dept. 521.
- D. Tax Collection –The personnel requisition for full-time Department Clerk 3 (75), Tax Collection, (p.c. #05, non-exempt, replacing L. Repasky), at SG-N08, effective retro to March 8, 2022, pay period 6 – Dept. 122.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the personnel items A-D.*

VI. REPORT ON JUDICIAL PERSONNEL ITEMS

VII. REPORT ON ROW OFFICE PERSONNEL ITEMS

Prothonotary – Prothonotary Jeremy Breon has approved the personnel requisition for full-time Department Clerk 3 (75), Prothonotary, (p.c. #24, non-exempt, replacing E. Morrin), at SG-N08, effective March 2, 2022, pay period 6 – Dept. 223.

VIII. NON-PERSONNEL ITEMS

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A. Planning and Community Development

Director Ray Stolinas asked the Board to consider the following items:

- i. Extension to the Agreement with Larson Design Group for Centre County bridge bundle projects Parts 1 & 2 – Preliminary Design from April 22, 2022 to January 22, 2023. This will allow for completion of the project letting dates of August 19, 2022 for Part 1 and October 21, 2022 for Part 2 – Dept. 151.
- ii. Designation of Raymond J. Stolinas, Jr., Director of Planning and Community Development as an authorized signatory for all permits associated with the 2018 and 2019 bridge bundle projects – Dept. 151.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve Planning and Community Development items i-ii.*

IX. EXECUTIVE SESSION REPORT

There were no executive sessions to report.

X. QUESTIONS FROM THE PRESS

XI. 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