



SALARY BOARD MINUTES

Thursday, June 13, 2019, 10:00 A.M.

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

I. CALL TO ORDER

The public meeting of the Salary Board was called to order at 10:02 AM on June 13, 2019 by Commissioner Michael Pipe.

In attendance were Commissioner Michael Pipe, Commissioner Mark Higgins; Commissioner Steven Dershem; Administrator, Margaret Gray; Director of Financial Management Tom Martin; Controller Chuck Witmer; Executive Assistant, Natalie Bird; Director of Human Resources, Kristen Simkins; Human Resource Analyst, Geri Sorgen.

County personnel present included District Attorney Bernie Cantorna, Sheriff Bryan Sampsel, Travis Walker, Chad Joyce, and Ray Stolinas

II. PUBLIC COMMENT

III. MEETING MINUTES

Minutes from the Thursday, May 30, 2019 Salary Board meeting.

Action: On a motion by Commissioner Dershem, seconded by Commissioner Higgins, the Board voted unanimously with an abstention by Chuck Witmer to approve the meeting minutes from May 30, 2019.

IV. ACTION ON PERSONNEL ITEMS

- A. District Attorney - Consider approval of the promotion/change in title for Elaina Read, from full-time Department Clerk 2 (75), District Attorney, (p.c. #27, non-exempt), at SG-N06E(05)--\$13.32/hour to full-time Paralegal 1, District Attorney, (p.c. #12, non-exempt, replacing D. Armagost), at SG-N08B(02)--\$13.79/hour, effective June 23, 2019, pay period 14. District Attorney Cantorna is requesting that Ms. Read move to SG-N08D(04)--\$14.36/hour. Salary budget savings for 2019 \$11,098, annualized salary savings for 2020 \$6,758. District Attorney Cantorna said Elaina has performed paralegal duties in addition to her regular duties. He made a motion, seconded by Chuck Witmer and unanimously approved by the Board to approve the promotion/change in title for Elaina Read - Dept. 221.
- B. MH/ID - Approve the upgrade/reclassification for the position of full-time Caseworker 2-MH/ID, MH/ID, (p.c. #19, non-exempt), at SG-N12I(09)--\$19.17/hour to full-time Caseworker 3-MH/ID, MH/ID, at SG-N14F(06)--\$19.88/hour, effective June 23, 2019, pay period 14. (Currently occupied by H. Sharpira) Salary budget increase for 2019 \$1,445, annualized salary increase for 2020 \$1,385. On a motion by

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Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the upgrade/reclassification – Dept. 561.

- C. Planning – Approve the creation of a temporary on-call/occasional Senior Advisor, Planning, (p.c. #25, non-exempt, 20 hours weekly), at SG-N16A(01)--\$19.79/hour, effective June 13, 2019, pay period 13, until the Senior Planner/Ag Preservation Coordinator position is filled and adequately trained. Director of Planning Ray Stolinis explained there are several Ag Easements currently in the process and Norm has offered to provide assistance. Commissioner Higgins added that Federal funding for easements is often offered last minute and if the paperwork is ready, there is a better chance for the County to receive funding. On a motion by Chuck Witmer, seconded by Commissioner Higgins, the Board voted unanimously to approve the creation of a temporary on-call/occasional Senior Advisor – Dept. 151.
- D. Director of Financial Management Tom Martin provided a year-to-date salary and benefits balance update. As of June 13, 2019, there have been 22 budget impacts with savings that total \$394,277 and \$70,545 in savings that will carry into 2020.

V. ADJOURNMENT

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

ATTEST:

Margaret N. Gray
Administrator