



SALARY BOARD MINUTES

Thursday, August 1, 2019, 10:30 A.M.

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

I. CALL TO ORDER

The public meeting of the Centre County Board of Commissioners was called to order at 10:34 AM on August 1, 2019 by Commissioner Michael Pipe.

In attendance were Commissioner Michael Pipe, Commissioner Mark Higgins, Commissioner Steven Dershem, Administrator Margaret Gray, Deputy Administrator Bob Jacobs, Director of Financial Management Tom Martin, Executive Office Supervisor Natalie Smith, Director of Human Resources Kristen Simkins, and Human Resource Analyst Geri Sorgen.

County personnel present included Julia Sprinkle, Dave Lomison, Ray Stolinas, Linda Marshall, Hank Fifield, Travis Walker, and Bryan Sampsel.

Commissioner Pipe reported that following the postponement of last week's Salary Board Meeting, Controller Chuck Witmer issued a reminder stating that as per County Code Section 408 any deputy who is appointed by any elected official, except for the Commissioners, who is authorized to appoint a deputy, shall during the necessary or temporary absence of the deputy's principal, perform all duties of such principal. This allows the Deputy Controller to join the Salary Board in the absence of the Controller.

II. PUBLIC COMMENT

III. MEETING MINUTES

Minutes from the Thursday, July 11, 2019 Salary Board meeting.

Action: On a motion by Commissioner Higgins, seconded by Deputy Controller Hank Fifield, the Board voted unanimously to approve the Salary Board meeting minutes from July 11, 2019.

IV. ACTION ON PERSONNEL ITEMS

- A. Commissioners – Consider approval of the appointment and rate for Rhonda E. Kelly, full-time Staff Assistant-Commissioner's Office, Commissioners, (p.c. #12, non-exempt, replacing M. Price), at SG-N10A(01)--\$14.86/hour effective August 26, 2019, pay period 18. Conditional upon satisfactory completion of pre-employment requirements. Administrator Margaret Gray is requesting Ms. Kelly be approved at SG-N10F(06)--\$16.42/hour. Salary Budget savings for 2019 \$19,391, annualized salary increase for 2020 \$3,068. Margaret added that Ms. Kelley is currently employed by Hunterdon County New Jersey, where she has served in similar roles for over twenty years. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the appointment of Rhonda Kelly – Dept. 111

B. Court Administration

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve items Court Administration i-iii.

- i. Approve the rate for Elaine Prestia at SG-N02A(01)--\$10.18/hour, effective TBD, pay period TBD. President Judge Pamela A. Ruest is appointing Mrs. Prestia to on-call/occasional Tipstaff, Court Administration, (p.c. #14, non-exempt, replacing C. Wykoff). Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2019 \$1,137, annualized salary savings for 2020 \$395 - Dept. 271.
- ii. Approve the rate for Derek T. Savko at SG-N16A(01)--\$19.79/hour, effective August 5, 2019, pay period 17. President Judge Pamela A. Ruest is appointing Mr. Savko to full-time Law Clerk, Court Administration, (p.c. #25, non-exempt, replacing R. Sherman). Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2019 \$7,219, annualized salary savings for 2020 \$1,521 - Dept. 271.
- iii. Approve the rate for Courtney M. Evans at SG-N08(A) - \$13.52/hour, effective August 5, 2019, pay period 17. President Judge Pamela A. Ruest is appointing Ms. Evans to full-time Magisterial District Court Secretary, MDJ - Lachman, (p.c.#08, non-exempt, replacing L. Klobe). Conditional upon satisfactory completion of pre-employment requirements. President Judge Ruest is requesting Ms. Evans be approved at SG-N08B(02) - \$13.796/hour. Salary budget savings for 2019 \$1,967, annualized salary savings for 2020 \$2,204 - Dept. 271.

C. Transportation - Approve the extension of the temporary on-call/occasional Senior Advisor, Transportation, (p.c. #04, non-exempt, approximately 15 hours/week), at SG-N08T(20)--\$19.70/hour from July 31, 2019, pay period 16 to August 31, 2019, pay period 18. Currently occupied by S. Desio. Salary budget increase for 2019 \$1,182. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the extension for S. Desio - Dept. 531.

D. Director of Financial Management Tom Martin provided a year-to-date salary and benefits balance update. Due to salary and benefit savings from vacancies and budget impacts, as of July 25, 2019 savings total \$536,991 for the year and \$198,919 in savings that will carry into 2020.

E. ADJOURNMENT

On a motion by Commissioner Dershem, seconded by Commissioner Pipe, the Board voted unanimously to adjourn the meeting at 10:16 AM.

ATTEST

Margaret N. Gray
Administrator