



## SALARY BOARD MINUTES

Thursday, October 6, 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 10:00 AM by Chair of the Board Michael Pipe.

In attendance were Commissioner Michael Pipe, Commissioner Steven Dershem, Commissioner Mark Higgins, Administrator John Franek Jr., Controller Jason Moser and Executive Office Supervisor Erin Good.

County personnel present included Human Resources Administrator Kristen Simkins, Geri Sorgen, Prothonotary Jeremy Breon, Travis Walker, Sheriff Bryan Sampsel, Ryan Smeltzer, Quentin Burchfield, Nick Barger, Julia Sprinkle, Beth Lechman, Dave Lomison and Deputy Administrator Natalie Corman.

Representatives from the news media included Gary Sindersen.

### 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

Minutes from the Thursday, September 22, 2022 Salary Board Meeting.

Action: On a motion by Controller Moser seconded by Commissioner Higgins, the Board voted unanimously to approve the Salary Board meeting minutes from Thursday, September 22, 2022.

### V. ACTION ON PERSONNEL ITEMS

#### A. Courts

##### i. Probation

Ryan Smeltzer asked the Board to approve the following items:

1. Approve the creation of an on-call/occasional Senior Court Consultant, Probation, (p.c. #28, non-exempt), at SG-13S(19) --\$37.20/hour, effective October 9, 2022, pay period 22 through December 31, 2022, pay period 1 – Dept. 301.
2. Approve the appointment for Terry Trude, on-call/occasional Senior Court Consultant, Probation, (p.c. #28, non-exempt, new), at SG-13S(19) --\$37.20/hour for up to 20 hours/week, effective October 9, 2022, pay period 22 through December 31, 2022, pay period 1. Salary budget impact for 2022 \$1,717 Dept. 301.

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3. Approve the rate for Samantha C. Namitz at SG-04A(01)--\$16.36/hour, effective October 10, 2022, pay period 22. President Judge Pamela Ruest is appointing Ms. Namitz to full-time Department Clerk 3 (80), Probation, (p.c. #29, non-exempt, replacing M. Cain). Salary budget savings for 2022 \$6,262, annualized salary impact for 2023 \$4,265 – Dept. 301.
4. Approve the rate for Luther B. Harlow at SG-08A(01)--\$21.03/hour, effective October 10, 2022, pay period 22. President Judge Pamela Ruest is appointing Mr. Harlow to full-time Community/Corrections Specialist-PO1, Probation, (p.c. #23, non-exempt, replacing H. Hile). Salary budget impact for 2022 \$1,767, annualized salary impact for 2023 \$4,271 – Dept. 301.

*Action: On a motion by Controller Moser seconded by Commissioner Dershem, the Board voted unanimously to approve the Probation items 1-4.*

- B. District Attorney – Kristen Simkins asked the Board to approve the promotion/change in title for Megan McGoron, from full-time Assistant District Attorney, District Attorney, (p.c. #17, exempt), at SG-14H(08)--\$32.22/hour to full-time Deputy District Attorney-Trial Division, District Attorney, (p.c. #05, exempt, replacing M. Smith), at SG-20A(01)--\$37.98/hour, effective October 9, 2022, pay period 22. Salary budget savings for 2022 \$4,655, annualized salary savings for 2023 \$12,230 - Dept. 221.

*Action: On a motion by Commissioner Higgins seconded by Controller Moser, the Board voted unanimously to approve the promotion for Megan McGoron.*

- C. Prothonotary – Prothonotary Jeremy Breon asked the Board to approve the rate for Stacey L. Yurick at SG-04A(01)--\$16.36/hour, effective October 10, 2022, pay period 22. Prothonotary Jeremy Breon is appointing Ms. Yurick to full-time Prothonotary Clerk, Prothonotary, (p.c. #12, non-exempt, replacing K. Fornicola). Conditional upon satisfactory completion of pre-employment requirements. Salary budget impact for 2022 \$5,324, annualized salary savings for 2023 \$4,817 – Dept. 223.

*Action: On a motion by Prothonotary Jeremy Breon seconded by Commissioner Dershem, the Board voted unanimously to approve the rate for Stacey Yurick.*

D. Human Services

- i. Aging – Quentin Burchfield asked the Board to approve the creation of a full-time Senior Center Assistant 80%, Aging, (p.c. #33, non-exempt), at SG-04, effective October 6, 2022, pay period 21 – Dept. 521.

Commissioner Pipe and Commissioner Dershem asked if this position was included in the 2023 budget and what the budget impact would be. Quentin stated they did not have the budget impact at the moment, but could supply that information. Controller Moser stated the salary impact would be \$25,521.60. Commissioner Pipe suggested including it in the 2023 Aging budget. The Board agreed once the salary impact numbers are presented, they can revisit this item.

*Action: On a motion by Commissioner Higgins seconded by Commissioner Dershem, the Board voted unanimously to table the creation of a Senior Center Assistant.*

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- ii. Children & Youth Services – Julia Sprinkle asked the Board to approve the request for Children & Youth Supervisors to be paid up to 15 hours overtime per pay period, only after 40 hours worked in a week has been met, effective October 9, 2022, pay period 22 through December 31, 2022, pay period 1. Salary budget impact for 2022 \$3,596 - Dept. 511.

Julia stated they have used 83 hours in total since this was last approved due to loss of staff positions.

*Action: On a motion by Commissioner Higgins seconded by Commissioner Dershem, the Board voted unanimously to approve the request for C&YS.*

- E. Planning – Kristen asked the Board to rescind the wage step increase approved on 9/22/2022 for Planner – Housing & Community Development, Planning - Dept. 151.

*Action: On a motion by Commissioner Dershem seconded by Commissioner Higgins, the Board voted unanimously to approve the rescission for Planning.*

VI. ADJOURNMENT

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

ATTEST:

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Jason Moser  
Controller