



## SALARY BOARD MINUTES

Thursday, October 17, 2019, 10:00 A.M.

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

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### I. CALL TO ORDER

Commissioner Michael Pipe called the public meeting of the Centre County Board of Commissioners to order at 10:18 AM on October 17, 2019.

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

County personnel present included Dave Lomison, Bryan Sampsel, Dale Neff, Bob Sweitzer, and Travis Walker.

### II. PUBLIC COMMENT

### III. MEETING MINUTES

Minutes from the Thursday, October 3, 2019 Salary Board meeting.

*Action: On a motion by Commissioner Dershem, seconded by Commissioner Higgins, the Board voted unanimously to approve the Salary Board meeting minutes from October 3, 2019. Controller Chuck Witmer abstained from the vote.*

### IV. ACTION ON PERSONNEL ITEMS

#### A. Conservation District

*On a motion by Controller Chuck Witmer, seconded by Commissioner Dershem, the Board voted unanimously to approve Conservation District items i-iii.*

- i. Approve the creation of a temporary on-call/occasional Senior Advisor, Conservation District, (p.c. #14, non-exempt), at SG-N08D(04)--\$14.36/hour, effective November 4, 2019, pay period 23. Approximately 24 hours/week for up to six (6) weeks – Dept. 822.
- ii. Consider approval of the appointment and rate for Patricia Fornicola, on-call/occasional Senior Advisor, Conservation District, (p.c. #14, non-exempt), at SG-N08D(04)-- \$14.36/hour, effective November 4, 2019, pay period 23. Salary increase for 2019 \$2,068 – Dept. 822.
- iii. Consider approval of the appointment and rate for Julee D. Smith, full-time Department Clerk 3 (80), Conservation District, (p.c. #10, non-exempt, replacing P. Fornicola), at SG-N08A(01) -- \$13.52/hour, effective October 28, 2019, pay period 23. Conservation District Manager Robert Sweitzer is requesting Ms. Smith start at SG-N08C(03) -- \$14.09/hour. He added that she has over 16 years

of experience as an employee with Nittany Engineering handling NPEDS permits and erosion control plans. Salary budget savings for 2019 \$1,222, annualized salary increase for 2020 \$1,186 – Dept. 822.

B. Court Administration

- i. On a motion by Commissioner Dershem, seconded by Commissioner Higgins, the Board voted unanimously to approve the rate for Belinda M. Ilgen at SG-N08A(01)--\$13.52/hour, effective October 28, 2019, pay period 23. President Judge Pamela A. Ruest is appointing Ms. Ilgen to full-time Magisterial District Court Secretary, DJ SC 1-Prestia, (p.c. #07, non-exempt, replacing S. Wilcox). Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2019 \$6,066, annualized salary savings for 2020 \$3,335 – Dept. 251.

- C. Domestic Relations - On a motion by Controller Chuck Witmer, seconded by Commissioner Dershem, the Board voted unanimously to approve the rate for Mackenzie A. Williamson at SG-N14A(01)--\$18.00/hour, effective October 28, 2019, pay period 23. President Judge Pamela A. Ruest is appointing Ms. Williamson to full-time Hearing Officer, Domestic Relations, (p.c. #14, non-exempt, replacing M. Buckley). Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2019 \$3,033, annualized salary savings for 2020 \$1,443 – Dept. 281.

- D. Emergency Communications 911 – On a motion by Commissioner Dershem, seconded by Commissioner Higgins, the Board voted unanimously to approve the appointment and rate for Dulcie N. Hollobaugh, full-time Addressing and Communications Generalist, Emergency Communications 911, (p.c. #30, non-exempt, replacing B. Berenty), at SG-N08A(01) -- \$13.52/hour, effective October 21, 2019, pay period 22. Director of Emergency Communications Dale Neff is requesting Ms. Hollobaugh start at SG-N08F(06) -- \$14.92/hour. Salary budget savings for 2019 \$13,986, annualized salary savings for 2020 \$8,237 – Dept. 354.

E. Sheriff

Sheriff Bryan Sampsel joined the Salary Board. On a motion by Sheriff Sampsel, seconded by Commissioner Dershem, the Board voted unanimously to approve items i-iii.

- i. Approve the promotion/change in title for Todd Weaver, from full-time Deputy Sheriff /Lieutenant, Sheriff, (p.c. #03, non-exempt), at SG-N14M(13)--\$22.84/hour to full-time Chief Deputy Sheriff, Sheriff, (p.c. #07, non-exempt, replacing P. Clontz), at SG-S50K(11)--\$23.40/hour, effective November 10, 2019, pay period 24. Sheriff Bryan Sampsel is requesting that Mr. Weaver move to SG-S50M(13)--\$24.36/hour. Salary budget increase for 2019 \$468, annualized salary savings for 2020 \$10,691 – Dept. 211.
- ii. Approve the promotion/change in title for Michael Hoover, from full-time Deputy Sheriff /Sergeant, Sheriff, (p.c. #08, non-exempt) at SG-N13E(05)--\$18.55/hour to full-time Deputy Sheriff/Lieutenant, Sheriff, (p.c. #03, non-exempt, replacing T. Weaver) at SG-N14D(04)--\$19.11/hour, effective November 10, 2019, pay period 24. Sheriff Bryan Sampsel is requesting that Mr. Hoover move to SG-N14G(07)--\$20.28/hour. Salary increase for 2019 \$4,485, annualized salary savings for 2020 \$5,325 – Dept. 211.

- iii. Approve the promotion/change in title for Thomas Walk, from full-time Deputy Sheriff 2, Sheriff, (p.c. #05, non-exempt) at SG-N12M(13)--\$20.75/hour to full-time Deputy Sheriff/Sergeant, Sheriff, (p.c. #08, non-exempt, replacing M. Hoover) at SG-N13L(12)--\$21.31/hour, effective November 10, 2019, pay period 24. Salary increase for 2019 \$5,501, annualized salary increase for 2020 \$5,741 – Dept. 211.

V. DISCUSSION ITEMS

Sheriff Sampsel asked the Board to consider appointing Polly Clontz to an on-call/occasional position following her retirement. She has a lot of valuable experience and this would allow her to work 1-3 days per month to assist with Sheriff Sales or during cases or events that require additional deputies. It was the consensus of the Board to add this request to a future agenda for consideration.

VI. ADJOURNMENT

On a motion by Controller Chuck Witmer, seconded by Commissioner Higgins, the Board voted unanimously to adjourn the meeting at 10:18 AM.

ATTEST

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Robert B. Jacobs  
Deputy Administrator