



SALARY BOARD MINUTES

Thursday, October 20, 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 Salary Board was convened at 10:21 AM by Chair of the Board Michael Pipe.

In attendance were Commissioner Michael Pipe, 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, Lee Sheaffer, Lora Rupert, Jim Coslo, Mark Kellerman, Julia Sprinkle, Leah Raker, Kendra Miknis, Ray Stolinas, and Deputy Administrator Natalie Corman.

Guests present included Krista Wilkinson, Alison Smith, Haley Smith and Lauren Smith.

II. PUBLIC COMMENT

There were no comments received from the public.

III. ADDITIONS TO THE AGENDA

There were no additions to the agenda.

IV. MEETING MINUTES

Minutes from the Thursday, October 6, 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, October 6, 2022.

V. ACTION ON PERSONNEL ITEMS

A. Courts

i. Court Administration

Kendra Miknis asked the Board to approve the following items:

1. Approve the reinstatement of funding to the position of full-time Court Reporter, Court Administration, (p.c. #07, non-exempt), at SG-10, effective October 20, 2022, pay period 22. Salary budget impact for 2022 \$7,014, annualized salary impact for 2023 \$45,591 – Dept. 271.
2. Approve the rate for Linda Leitzel at SG-02A(01)--\$15.00/hour, effective October 31, 2022, pay period 23. President Judge Pamela A. Ruest is appointing Ms. Leitzel to on-call/occasional Tipstaff, Court Administration, (p.c. #14, non-exempt, replacing E. Prestia). Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2022 \$1,692, annualized salary impact for 2023 \$606 – Dept. 271.

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Action: On a motion by Controller Moser seconded by Commissioner Higgins, the Board voted unanimously to approve the Court Administration items 1-2.

1. Tax Assessment – Mark Kellerman asked the Board to approve the appointment for Chelsey A. Foust, full-time UPI Officer/Clean & Green & GIS Backup, Tax Assessment, (p.c. #05, non-exempt, replacing K. Ely, at SG-07A(01)--\$19.87/hour, effective October 31, 2022, pay period 23. Per policy Ms. Foust will be approved at SG-07D(04)--\$21.09/hour for prior relevant experience. Salary budget impact for 2022 \$581, annualized salary impact for 2023 \$3,919 – Dept. 121.

Action: On a motion by Commissioner Higgins seconded by Controller Moser, the Board voted unanimously to approve the appointment for Chelsey Foust.

VI. ADJOURNMENT

On a motion by Controller Moser seconded by Commissioner Higgins, the Board voted unanimously to adjourn the meeting at 10:24 AM.

ATTEST:

Jason Moser
Controller