



BOARD OF COMMISSIONERS' AGENDA

Thursday, July 25, 2019, 10:00 A.M.

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

I. CALL TO ORDER

II. PUBLIC COMMENT

In accordance with the Sunshine Act, attendees will be given the opportunity to comment on matters of concern, official action, or deliberation before the Board of Commissioners. For items not on the agenda, the Board of Commissioners will accept public comment at the beginning of each meeting. For items that are on the agenda, the Board will accept public comment prior to each official action. Persons desiring to comment should raise their hand to be recognized by the Chair. Anyone addressing the Board will be given a five-minute time period in which to do so.

III. MEETING MINUTES

Minutes from the Thursday, July 11, 2019 Board of Commissioners' meeting.

Action: APPROVE the Board of Commissioners' meeting minutes from July 11, 2019.

IV. BUDGET REVISION

Financial Management - Budget revision to reallocate funds from various departments to allow payment to Nucotech US Inc. for the purchase and installation of the body inspection system in the amount of \$113,000 as approved on Tuesday, June 11, 2019 – Dept. 113.

TRANSFER FROM				TRANSFER TO			
Dept.	Acct.	Description	Amount	Dept.	Acct.	Description	Amount
129	66641	Contingency Operating Expense	\$10,000	333	68110	Equipment	\$10,000

Action: APPROVE the budget revision.

V. ACTION ON NON PERSONNEL ITEM(S)

- A. Commissioners – 2020 Holiday Schedule – Centre County Government Offices – Dept. 111.

Action: ADOPT the 2020 Holiday Schedule for Centre County Government Offices.

- B. Housing - Mortgage satisfaction piece for Travis A. Burckhard and Donna E. Burckhard for the premises located at 137 Long Street, Spring Mills – Dept. 815.

Action: *APPROVE the mortgage satisfaction piece for Travis A. Burckhard and Donna E. Burckhard.*

- C. Sheriff – Training equipment for Centre County Law Enforcement and Police Departments – Dept. 211.

VI. ACTION ON PERSONNEL ITEM(S)

A. Transportation

- i. Consider approval of the personnel requisition for on-call/occasional Vehicle Operator, Transportation, (p.c. #39, non-exempt, replacing B. Trawinski), at SG-N04, effective retro to July 21, 2019, pay period 16– Dept. 531.
 - ii. Consider approval of the personnel requisition for full-time Vehicle Operator, Transportation, (p.c. #21, non-exempt, replacing J. Gordon), at SG-N04, effective retro to July 21, 2019, pay period 16– Dept. 531.
 - iii. Consider approval of the change in status for Bernard Trawinski, from on-call/ occasional Vehicle Operator, Transportation, (p.c. #39, non-exempt), to full-time, Vehicle Operator 80%, Transportation, (p.c. #21, non-exempt, replacing J. Gordon), retro to July 21, 2019, pay period 16. No change in pay rate. Salary budget increase for 2019 \$949, annualized salary savings for 2020 \$2,168 – Dept. 531.
 - iv. Consider approval of the change in status for Julia Gordon from full-time Vehicle Operator 80%, Transportation, (p.c. #21, non-exempt), to on-call/occasional Vehicle Operator, Transportation, (p.c. #39, non-exempt, replacing B. Trawinski), retro to July 21, 2019, pay period 16. No change in pay rate. Salary budget increase for 2019 \$2,775, annualized salary increase for 2020 \$922 – Dept. 531.
- B. Planning – Consider approval of the appointment for Torin A. Miller, full-time Senior Planner/Agricultural Preservation Coordinator, Planning, (p.c. #10, non-exempt, S. Walter), at SG-N16A(01)–\$19.79/hour, effective August 5, 2019, pay period 17. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2019 \$12,293, annualized salary savings for 2020 \$8,444 – Dept. 151.

C. Correctional Facility

- i. Consider approval of the personnel requisition for full-time Corrections Officer, Correctional Facility, (p.c. #51, non-exempt, replacing D. Bryan), at SG-N10, effective July 25, 2019, pay period 16 – Dept. 333.
- ii. Consider approval of the personnel requisition for full-time Corrections Officer, Correctional Facility, (p.c. #41, non-exempt, replacing J. Fye), at SG-N10, effective July 25, 2019, pay period 16 – Dept. 333.

- iii. Consider approval of the personnel requisition for part-time Corrections Officer, Correctional Facility, (p.c. #95, non-exempt, replacing M. Cianfrani), at SG-N10, effective July 25, 2019, pay period 16 – Dept. 333.

D. Facilities Management – Consider approval of the Extension #3 for the leave of absence for Peter Stania Jr., Custodial Worker 2, Facilities Management, (p.c. #17), effective retro from July 20, 2019, pay period 15 to August 5, 2019, pay period 17 – Dept. 161.

E. Aging – Consider approval of the leave of absence for Wendy Goodyear, Aging, (p.c. #05), effective from August 6, 2019 to August 15, 2019, pay period 17 – Dept. 521.

F. Children and Youth Services

- i. Consider approval of the appointment for Kaylyn N. Walker, full-time Caseworker II, Children and Youth, (p.c. #26, non-exempt, replacing E. Taylor), at SG-N13A(01)--\$17.15/hour, effective August 5, 2019, pay period 17. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2019 \$6,435, annualized salary savings for 2020 \$2,048 – Dept. 511.

- ii. Consider approval of the personnel requisition for full-time Casework Supervisor, Children and Youth, (p.c. #04, exempt, replacing D. Allar), at SG-S54, effective July 25, 2019, pay period 16 – Dept. 511.

G. Human Resources - Employment Report

VII. REPORT ON JUDICIAL PERSONNEL ITEMS

A. President Judge Pamela Ruest has approved the personnel requisition for full-time Magisterial District Court Secretary, MDJ-Prestia, (p.c. #07, non-exempt, replacing R. Snyder), at SG-N08, effective July 10, 2019, pay period 15 – Dept. 251.

B. President Judge Pamela Ruest has approved the personnel requisition for full-time Magisterial District Court Secretary, MDJ-Lachman, (p.c. #08, non-exempt, replacing L. Klobe), at SG-N08, effective July 10, 2019, pay period 15 – Dept. 257.

C. President Judge Pamela Ruest has approved the personnel requisition for on-call/occasional Tipstaff, Court Administration, (p.c. #14, non-exempt, replacing C. Wykoff), at SG-N02, effective July 24, 2019, pay period 16 – Dept. 271.

VIII. REPORT ON ROW OFFICE PERSONNEL ITEMS

IX. DISCUSSION ITEMS

X. EXECUTIVE SESSION

XI. ADJOURNMENT