



COMMISSIONERS' BOARD MEETING

Thursday February 14, 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

Approve the Board of Commissioners' Minutes for the meeting of February 7, 2019.

IV. ACTION ON PERSONNEL ITEM(S)

A. Tax Assessment

- i. Consider approval of the personnel requisition for full-time Homestead/Farmstead Coordinator/Field Data Collector, Tax Assessment, (p.c. #10, non-exempt, replacing C. Etters), at SG-N09, effective February 14, 2019, pay period 4.
- ii. Consider approval of the promotion/change in title for Chelsey Foust from full-time Department Clerk 2 (75), Tax Assessment, (p.c. #07, non-exempt), at SG-N06D(04)--\$13.05/hour to full-time Homestead/Farmstead Coordinator/Field Data Collector, Tax Assessment, (p.c. #10, non-exempt, replacing C. Etters), at SG-N09A(01)--\$14.18/hour, effective February 17, pay period 5. (Salary budget savings for 2019 \$5,254, Annualized salary savings for 2020 \$1,677)
- iii. Consider approval of the personnel requisition for full-time Department Clerk 2 (75), Tax Assessment, (p.c. #07, non-exempt, replacing C. Foust), at SG-N06, effective February 14, 2019, pay period 4.

COMMISSIONERS' AGENDA
THURSDAY, FEBRUARY 14, 2019
PAGE 2

- B. Consider approval of the personnel requisition for full-time Public Safety Telecommunicator, Emergency Communications 911, (p.c. #34, non-exempt, replacing G. Supplee), at SG-N09, effective February 14, 2019, pay period 4.
 - C. Consider approval of the military leave for Richard Aikey, Corrections Officer, Correctional Facility, (p.c. #57), effective retro from February 11, 2019, pay period 4 to (estimated) March 30, 2019, pay period 7.
- V. REPORT ON JUDICIAL PERSONNEL ITEM(S)
- VI. REPORT ON ROW OFFICE PERSONNEL ITEM(S)
- VII. DISCUSSION ITEM(S)
- A. Vehicle Transfer Letter
 - Action: *APPROVE the vehicle transfer letter.*
 - B. POLICIES
 - i. Leave of Absence – Dept. 111.
 - ii. Public Communications – Dept. 111.
 - iii. Office Closings – Dept. 111.
- VIII. EXECUTIVE SESSION
- IX. ADJOURNMENT