I. CALL TO ORDER

The public meeting of the Centre County Board of Commissioners was called to order at 10:11 AM on May 9, 2019 by Commissioner Michael Pipe.

In attendance were Commissioner Michael Pipe, Commissioner Mark Higgins; Commissioner Steven Dershem; Controller, Chuck Witmer; Administrator, Margaret Gray; Deputy Administrator, Bob Jacobs; Director of Financial Management, Tom Martin; Executive Assistant, Natalie Bird; Director of Human Resources, Kristen Simkins.

County personnel present included Mark Smith, Mark Kellerman, and Bryan Sampsel.

II. PUBLIC COMMENT

III. MEETING MINUTES

Minutes from the Thursday, April 18, 2019 Board of Commissioners’ meeting.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the meeting minutes from April 18, 2019. Commissioner Pipe abstained from the vote.

IV. ACTION ON PERSONNEL ITEM(S)

A. Aging – Consider approval of the appointment for Charlene D. Schall, part-time Senior Center Manager PT, Office of Aging, (p.c. #18, non-exempt, replacing S. Repasky), at SG-S43A(1)–$13.73/hour, effective May 14, 2019, pay period 11. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2019 $1,309, annualized salary savings for 2020 $1,373. This position is at the Snow Shoe Senior Center. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve appointment of Charlene D. Schall – Dept. 521.
B. Correctional Facility –

i. Consider approval of the personnel requisitions for full-time Corrections Officers, Correctional Facility, (p.c. #72 and 10), non-exempt, (replacing N. Forte and T. Powell), at SG-N10, effective May 9, 2019, pay period 10 – Dept. 333.

ii. Consider approval of the personnel requisitions for part time Corrections Officers, Correctional Facility, (p.c. #100, 95, 104, and 108, non-exempt, (replacing J. Karl, T. McFarland, A. Feldbauer, and K. Horner), at SG-N10, effective May 9, 2019, pay period 10 – Dept. 333.

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve items i-ii.

C. Emergency Communications – Consider approval of the re-hire/appointment for Travis A. Schindler, full-time Public Safety Telecommunicator, Emergency Communications (911), (p.c. #34, non-exempt, replacing G. Supplee), at SG-N09E(5)–$15.35/hour, effective June 3, 2019, pay period 12. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2019 $10,785, annualized salary savings/increase for 2020 $1,934.

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve re-hire/appointment of Travis A. Schindler – Dept. 354.


E. Planning

i. Consider approval of the revision to the job description for the position of Senior Planner 1 Agricultural Preservation Coordinator, Planning, SG-N16, effective May 9, 2019, pay period 9 – Dept. 151.

ii. Consider approval of the personnel requisition for full-time Senior Planner 1 Agricultural Preservation Coordinator, Planning (p.c. # 10, non-exempt, replacing S. Walter), at SG-S-N16A(01), effective May 9, 2019 – Dept. 151.

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve items i-ii.
F. **Transportation** - Consider approval of the medical leave of absence for Shelley Watcon, Vehicle Operator, Transportation, (p.c. #35), effective retro from April 26, 2019, pay period 9 to May 24, 2019, pay period 11 – Dept. 531.

V. **ACTION ON NON-PERSONNEL ITEMS**

A. **Housing**

   i. Mortgage satisfaction piece for Martha Nagle for the premises located at 277 Ghaner Drive, State College, PA. This is a first time homebuyer loan in the amount of $10,000 – Dept. 815.

   ii. Mortgage satisfaction piece for Jennifer Cain for the premises located at 140 East Main Street, Millheim, PA. This is an owner occupied rehabilitation home grant in the amount of $27,499 – Dept. 815.

   Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the mortgage satisfaction pieces for Martha Nagle and Jennifer Cain.*

VI. **REPORT ON JUDICIAL PERSONNEL ITEMS**

   **Probation** – President Judge Pamela Ruest has approved the personnel requisition for full-time Department Clerk 2 (75). Probation, (p.c. #29, non-exempt, replacing M. Smitchko), at SG-N06, effective retro to April 11, 2019, pay period 8 – Dept. 301.

VII. **REPORT ON ROW OFFICE PERSONNEL ITEMS**

   **Sheriff** – Sheriff Bryan Sampsel has approved the personnel requisition for part-time Security Officer 80%, Sheriff, (p.c. #22, non-exempt, replacing B. Bloom), at SG-N08, effective retro to April 26, 2019, pay period 9 – Dept. 211.

VIII. DISCUSSION ITEMS

IX. EXECUTIVE SESSION

X. ADJOURNMENT

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

ATTEST:

____________________________________________
Margaret N. Gray
Administrator