



## BOARD OF COMMISSIONERS' AGENDA

Thursday, February 25, 2021, 10:00 A.M.

Zoom - [www.centrecountypa.gov/virtual](http://www.centrecountypa.gov/virtual)

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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, February 11, 2021 Board of Commissioners' Meeting.

**Action:** *APPROVE the minutes from February 11, 2021.*

IV. COVID-19 PLANNING AND RESPONSE

V. PERSONNEL ITEMS

A. Central Booking

- i. Consider approval of the revisions to the job description for the position of Central Booking Lieutenant, Central Booking, SG-S54, effective April 1, 2021, pay period 8 – Dept. 334.
- ii. Consider approval of the personnel requisition full-time Central Booking Lieutenant, Central Booking, (p.c. #96, exempt, replacing W. Andrews), at SG-S54, effective April 1, 2021, pay period 8 – Dept. 334.

B. Correctional Facility

- i. Consider approval of the personnel requisition full-time Corrections Officer, Correctional Facility, (p.c. #38, non-exempt, replacing J. Smith), at SG-N10, effective retro to February 22, 2021, pay period 5 – Dept. 333.
- ii. Consider approval of the personnel requisition part-time Corrections Officer, Correctional Facility, (p.c. #105, non-exempt, replacing Z. Eschrich), at SG-N10, effective retro to February 5, 2021, pay period 4 – Dept. 333.

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iii. Consider approval of the transfer/change in title/department for Rachel Lyons from full-time Public Safety Telecommunicator, Emergency Communications 911, (p.c. #10, non-exempt), at SG-N09E(05)--\$15.35/hour to full-time Corrections Officer, Correctional Facility, (p.c. #19, non-exempt, replacing B. Houck), at SG-N10A(02)--\$16.46/hour, effective February 28, 2021, pay period 6. Salary budget savings for 2021 \$2,258, annualized salary savings for 2022 \$1,414 – Dept. 333.

C. Facilities Management – Consider approval of the appointment for Cody A. Pettenger, full-time Facilities Technician 1, Facilities Management, (p.c. #25, non-exempt, replacing D. Spicer), at SG-N09A(01)--\$14.18/hour, effective March 1, 2021, pay period 6. Salary budget savings for 2021 \$15,157, annualized salary savings for 2022 \$9,485 - Dept. 161.

D. Financial Management – Consider approval of the revisions to the job description for the position of Director of Financial Management, Financial Management, SG-S62, effective February 25, 2021, pay period 5 – Dept. 113.

VI. REPORT ON JUDICIAL PERSONNEL ITEMS

MDJ State College 49-2-01 – President Judge Pamela Ruest has approved the personnel requisition for full-time Magisterial District Court Secretary, MDJ-McClain, (p.c. #03, non-exempt, replacing B. Coleman), at SG-N08, effective February 18, 2021, pay period 5 – Dept. 252.

VII. REPORT ON ROW OFFICE PERSONNEL ITEMS

A. Sheriff

i. Sheriff Bryan Sampsel has approved the personnel requisition for full-time Deputy Sheriff/Sergeant, Sheriff, (p.c. 08, non-exempt, replacing T. Walk), at SG-N13, effective February 16, 2021, pay period 5 – Dept. 211.

ii. Sheriff Bryan Sampsel has approved the personnel requisition for full-time Security Officer, Sheriff, (p.c. #30, non-exempt, replacing R. Hoover), at SG-N08, effective February 16, 2021, pay period 5 – Dept. 211.

VIII. NON-PERSONNEL ITEMS

Tax Assessment – Agreement between the Counties of the Commonwealth and the Pennsylvania Department of Community and Economic Development (DCED) to forgo payments from the State Tax Equalization Board (STEB) in exchange for those funds to be allocated to the creation of a new standardized statewide database – Dept. 121.

**Action:** *APPROVE the agreement between the Counties of the Commonwealth and the DCED.*

IX. DISCUSSION ITEMS

X. EXECUTIVE SESSION REPORT

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- XI. QUESTIONS FROM THE PRESS
- XII. ADJOURNMENT