



## SALARY BOARD AGENDA

Thursday, March 10, 2022, 10:00 A.M.

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

[Register](#) online to receive a notification when meeting agendas are posted.

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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 Salary Board. For items not on the agenda, the Salary Board 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. ADDITIONS TO THE AGENDA

In accordance with ACT 65 of 2021, no discussion or action will be allowed for any item not included on the published agenda unless the item is one of an emergency nature or is *de minimus* in scope and does not require funding authorization and/or a contract or agreement. A majority vote of the Board is required to add an item to the agenda. All provisions of Act 65 regarding requirements for updating a published agenda after the meeting are in effect.

IV. MEETING MINUTES

Minutes from the Thursday, March 3, 2022 Salary Board Meeting.

**Action:** *APPROVE the Salary Board meeting minutes from Thursday, March 3, 2022.*

V. ACTION ON PERSONNEL ITEMS

- A. District Attorney – Approve the rate for Khayla D. Smith at SG-N08A(01)--\$14.79/hour, effective April 4, 2022, pay period 8. District Attorney Bernie Cantorna is appointing Ms. Smith to full-time Paralegal 1, District Attorney, (p.c. #12, non-exempt, replacing E. Read). Conditional upon satisfactory completion of pre-employment requirements. District Attorney Bernie Cantorna is requesting that Ms. Smith be approved at SG-N08H(08)--\$16.85/hour. Salary savings for 2022 \$1,353, annualized salary impact for 2023 \$1,853 – Dept. 221.

**Action:** *APPROVE the rate for Khayla Smith.*

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**B. Conservation District**

- i. Consider approval of the creation of an on-call/occasional Resource Conservation Coordinator 1, Conservation District, (p.c. #16, non-exempt, 40 hour), at SG-N12A(01)--\$17.69/hour, effective March 10, 2022, pay period 6.
- ii. Consider approval of the appointment for Paul D. Dembowski, on-call/occasional Resource Conservation Coordinator 1, Conservation District, (p.c. #16, non-exempt, new), at SG-N12A(01)--\$17.69/hour, effective March 14, 2022, pay period 7. Conservation District Manager Jim Coslo is requesting that Mr. Dembowski be approved at SG-N12E(05)--\$19.08/hour. Conditional upon satisfactory completion of pre-employment requirements. Salary budget impact for 2022 \$349, annualized salary impact for 2023 \$5,691- Dept. 822.

**Action:** *APPROVE the Conservation District items i-ii.*

**C. Human Services**

- i. Office of Aging - Consider approval of the promotion/change in title for Sheera Corrigan, from full-time Aging Care Manager 2, Office of Aging, (p.c. #09, non-exempt, 75 hour), at SG-N12H(08)--\$20.18/hour to full-time Aging Care Management Supervisor 1, Office of Aging, (p.c. #02, exempt, 80 hour, replacing B. Lose), at SG-S54A(01)--\$51,500.80/annum, effective retro to March 7, 2022, pay period 6. Director of Aging Quentin Burchfield is requesting that Ms. Corrigan be approved at SG-S54C(03)--\$53,476.80/annum. Salary budget savings for 2022 \$3,561, annualized salary savings for 2023 \$957 - Dept. 521.

**Action:** *APPROVE the promotion/change in title for Sheera Corrigan.*

- D. Tax Claim - Consider approval of the promotion/change in title/department for Leann Repasky, from full-time Department Clerk 3 (75), Tax Collection, (p.c. #05, non-exempt), at SG-N08O(15)--\$19.20/hour to full-time Tax Claim Coordinator, Tax Claim, (p.c. #03, non-exempt, replacing M. Kerstetter), at SG-N12G(07)--\$19.80/hour, effective March 13, 2022, pay period 7. Director of Tax Claim and Collections Jennifer Pettina is requesting that Ms. Repasky be approved at SG-N12K(11)--\$21.36/hour. Salary budget savings for 2022 \$16,905, annualized salary savings for 2023 \$7,995 - Dept. 123.

**Action:** *APPROVE the promotion/change in title for Leann Repasky.*

- E. Court Administration - Approve the rate for Matthew T. Newton at SG-N16A(01)--\$21.19/hour, effective March 17, 2022, pay period 7. President Judge Pamela Ruest is appointing Mr. Newton to full-time Law Clerk, Court Administration, (p.c. #25, non-exempt, replacing E. Ishler). President Judge Ruest is requesting that Mr. Newton be approved at SG-N16B(02)--\$21.58/hour. Salary savings for 2022 \$3,767, annualized salary impact for 2023 \$760 - Dept. 271.

**Action:** *APPROVE the rate for Matthew Newton.*

**VI. ADJOURNMENT**