



CENTRE COUNTY  
**SALARY BOARD AGENDA**

Thursday, April 22, 2021, 10:00 A.M.

Virtual – BlueJeans

To join the meeting please visit: [www.centrecountypa.gov/virtual](http://www.centrecountypa.gov/virtual).

[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. MEETING MINUTES

Minutes from the Thursday, April 8, 2021 Salary Board meeting.

**Action:** *APPROVE the Salary Board meeting minutes from Thursday, April 8, 2021.*

IV. ACTION ON PERSONNEL ITEMS

A. Recorder of Deeds

- i. Approve the creation of a temporary full-time Second Deputy Recorder of Deeds, Recorder of Deeds, (p.c. #05, non-exempt), at SG-N10B(02)--\$15.16/hour, effective April 22, 2021, pay period 9 until the retirement of the current First Deputy – Dept. 133.
- ii. Approve the promotion/change in title for Garrett Beck from full-time Department Clerk 2 (75), Recorder of Deeds, (p.c. #06, non-exempt), at SG-N06D(04)--\$13.05/hour to temporary full-time Second Deputy Recorder of Deeds, Recorder of Deeds, (p.c. #05, non-exempt, new), at SG-N10B(02)--\$15.16/hour, effective April 25, 2021, pay period 10. Salary budget impact for 2021 \$28,138, annualized salary impact for 2022 \$29,562 – Dept. 133.

B. Court Administration

- i. Approve the promotion/change in title for Courtenay Evans from full time Civil Court Coordinator, Court Administration, (p.c. #38, non-exempt), at SG-N10D(04)--\$15.77/hour to full time Administrative Assistant, Court Administration, (p.c. #11, non-exempt, replacing K. Smeltzer), at SG-N11C(03) - \$16.21/hour, effective May 2, 2021, pay period 10. President Judge Pamela Ruest is requesting

**SALARY BOARD AGENDA**  
**THURSDAY, APRIL 22, 2021**  
**PAGE 2**

that Ms. Evans be approved at SG-N11E(05)--\$16.86/hour. Salary budget savings for 2021 \$12,165, annualized salary savings for 2022 \$11,388 – Dept. 271.

- ii. Approve the promotion/change in title for Rebecca Stoner from full time Department Clerk 3 (75), Court Administration, (p.c. #39, non-exempt), at SG-N08F(06)--\$14.92/hour to full time Civil Court Coordinator, Court Administration, (p.c. #38, non-exempt, replacing C. Evans), at SG-N10A(01) - \$14.86/hour, effective May 2, 2021, pay period 10. President Judge Pamela Ruest is requesting that Ms. Stoner be approved at SG-N10D(04)--\$15.77/hour. Salary budget savings for 2021 \$1,005 – Dept. 271.
- C. District Attorney – Consider approval of the appointment and rate for Joshua Andrews, full-time Assistant District Attorney, District Attorney, (p.c. #97, non- exempt, replacing A. Bernier), at SG-S54A(01)--\$48,443.20/annum, effective July 12, 2021, pay period 15. District Attorney Bernie Cantorna is requesting that Mr. Andrews be approved at SG-S54K(11)--\$58,988.80/annum. Salary budget savings for 2021 \$24,947, annualized salary impact for 2022 \$1,144 - Dept. 221.
- D. Elections – Consider approval of the upgrade/reclassification/change in title to the position of full-time Director-Tax Claim/Collections/Elections, Elections, (p.c. #06, exempt), at SG-S54A(01)--\$48,443.20/annum to full-time Director of Elections and Voter Registration, Elections, (p.c. #06, exempt), at SG-TBD, effective April 22, 2021, pay period 9 – Dept. 131.
- E. Facilities Management – Consider approval of the appointment for Robert E. Tate Jr., full-time Custodial Worker 1, Facilities Management, (p.c. #29, non-exempt, replacing M. McClure), at SG-N02A(01)--\$10.18/hour, effective May 3, 2021, pay period 10. Facilities Management Director Lee Sheaffer is requesting that Mr. Tate be approved at SG-N02E(05)--\$11.01/hour. Salary budget savings for 2021 \$8,368 - Dept. 161.
- F. Human Services
- i. Adult Services - Expansion of funding streams for two (2) temporary positions, full-time Caseworker 1-Adult Services, Adult Services, (p.c. #06 & 07, non-exempt), to include Human Services Block Grant and Emergency Rental Assistance Program funding – Dept. 501.
  - ii. Transportation – Consider approval of the voluntary demotion/change in title/department for Susan Watson from full-time Magisterial District Court Secretary, MDJ-Gillette-Walker, (p.c. #10, non-exempt), at SG-N08C(03)--\$14.09/hour to full-time Vehicle Operator, Transportation, (p.c. #14, non- exempt, replacing V. Emel), at SG-N04L(12)--\$13.90/hour, effective April 25, 2021, pay period 10. Director of Transportation David Lomison is requesting that Ms. Watson be approved at SG-N04M(13)--\$14.21/hour. Salary budget savings for 2021 \$5,068, annualized salary impact for 2022 \$4,524 - Dept. 531.

V. ADJOURNMENT