



BOARD OF COMMISSIONERS' AGENDA

Thursday, June 27, 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

Minutes from the Thursday, June 13, 2019 Board of Commissioners' meeting.

Action: APPROVE the Board of Commissioners' meeting minutes from June 13, 2019.

IV. ACTION ON NON PERSONNEL ITEM(S)

Housing - Mortgage satisfaction piece for Thomas S. Walk and Kylene N. Walk for the premises located at 899 Beaver Road, Julian – Dept. 815.

Action: APPROVE the mortgage satisfaction piece for Thomas S. Walk and Kylene N. Walk.

V. ACTION ON PERSONNEL ITEM(S)

A. Transportation

- i. Consider approval of the appointment for William K. Doran, full-time Vehicle Operator, Transportation, (p.c. #24, non-exempt, replacing J. Shufelt), at SG-N04A(01)--\$11.20/hour, effective July 8, 2019, pay period 15. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2019 \$5,132, annualized salary savings for 2020 \$8,717 – Dept. 531.
- ii. Consider approval of the appointment for Vernon S. Wallace, full-time Vehicle Operator 80%, Transportation, (p.c. #20, non-exempt, replacing R. Hamilton), at SG-N04A(01)--\$11.20/hour, effective July 8, 2019, pay period 15. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2019 \$2,734, annualized salary savings for 2020 \$655 – Dept. 531.

- iii. Consider approval of the appointment for Todd T. Desmond, on-call/occasional Vehicle Operator, Transportation, (p.c. #17, non-exempt, replacing J. Holter), at SG-N04A(01)--\$11.20/hour, effective July 8, 2019, pay period 15. Conditional upon satisfactory completion of pre-employment requirements. Salary budget increase for 2019 \$2,036, annualized salary savings for 2020 \$211 – Dept. 531.
- iv. Consider approval of the appointment for Bernard J. Trawinski, on-call/occasional Vehicle Operator, Transportation, (p.c. #39, non-exempt, replacing M. Wasliko), at SG-N04A(01)--\$11.20/hour, effective July 8, 2019, pay period 15. Conditional upon satisfactory completion of pre-employment requirements. Salary budget increase for 2019 \$1,918, annualized salary savings for 2020 \$410 – Dept. 531.

B. Correctional Facility

- i. Consider approval of the personnel requisition for full-time Corrections Officer, Correctional Facility, (p.c. #52, non-exempt, replacing J. Simler), at SG-N10, effective June 27, 2019, pay period 14 – Dept. 333
- ii. Consider approval of the personnel requisition for full-time Corrections Officer, Correctional Facility, (p.c. #69, non-exempt, replacing M. Dulay), at SG-N10, effective June 27, 2019, pay period 14 – Dept. 333
- iii. Consider approval of the personnel requisition for full-time Lieutenant, Correctional Facility, (p.c. #36, non-exempt, replacing J. Gonzalez-Mendez), at SG-S54, effective retro to June 24, 2019, pay period 14 – Dept. 333

C. Records Management – Consider approval of the personal leave for Paige Fyock, Receiving Clerk, Records Management, (p.c. #03), effective retro from June 25, 2019, pay period 14 to July 26, 2019, pay period 16 – Dept. 143.

D. Emergency Communications – Consider approval of the personnel requisition for full-time Addressing Specialist, Emergency Communications 911, (p.c. #29, non-exempt, replacing M. Moyer), at SG-N10, effective June 27, 2019, pay period 14 – Dept. 354.

E. Children and Youth - Consider approval of the promotion/change in title for Chelsea Emel from full-time Caseworker 1, C&YS, (p.c. #06, non-exempt), at SG-N11B(02)--\$15.90/hour to full-time Caseworker 2, C&YS, (p.c. #06, non-exempt), at SG-N13A(01)--\$17.15/hour, effective retro to June 23, 2019, pay period 14. Salary budget savings for 2019 \$4,597, annualized salary increase for 2020 \$2,438 – Dept. 511.

F. Commissioners

- i. Consider approval of the change in title for the position of Office Supervisor Commissioners, Commissioners, (p.c. #07, exempt) to Executive Office Supervisor, Commissioners, effective June 27, 2019, pay period 14 – Dept. 111.
- ii. Consider approval of the revisions to the job description for the position of Executive Office Supervisor, Commissioners, SG-S54, effective June 27, 2019, pay period 14 – Dept. 111.

VI. REPORT ON JUDICIAL PERSONNEL ITEMS

BOARD OF COMMISSIONERS' AGENDA

THURSDAY, JUNE 27, 2019

PAGE 3

VII. REPORT ON ROW OFFICE PERSONNEL ITEMS

District Attorney – District Attorney Bernie Cantorna has approved the personnel requisition for full-time Department Clerk 2 (75), District Attorney, (p.c. #27, non-exempt, replacing E. Read), at SG-N06, effective June 13, 2019, pay period 13 – Dept. 221.

VIII. DISCUSSION ITEMS

IX. EXECUTIVE SESSION

X. ADJOURNMENT