



SALARY BOARD AGENDA

Thursday, July 27, 2023, 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.

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

The Board will consider approving the minutes from the Thursday, July 13, 2023 Salary Board Meeting.

Action: *APPROVE the Salary Board meeting minutes from Thursday, July 13, 2023.*

V. ACTION ON PERSONNEL ITEMS

A. Coroner

- i. Consider approval of the upgrade/reclassification to the position of full-time Chief Deputy Coroner, Coroner, (p.c. #02, exempt), from SG-09 to SG-13, effective upon hiring new Chief Deputy. Salary budget impact for 2023 \$58,178, annualized salary impact for 2024 \$58,178 – Dept. 212.
- ii. Approve the rate for Michael P. Wilson at SG-06A(01)–\$19.06/hour, effective July 31, 2023, pay period 17. Coroner Scott Sayers is appointing Mr. Wilson to on-call/occasional Deputy Coroner, Coroner, (p.c. #07, non-exempt). Salary budget impact for 2023 \$2,246, annualized salary savings for 2024 \$88 – Dept. 212.

Action: *APPROVE the Coroner items i-ii.*

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B. Courts

i. Probation

1. Approve the rate for Claudia A. Kuhns at SG-13A(01)--\$27.42/hour, effective July 31, 2023, pay period 17. President Judge Jonathan Grine is appointing Ms. Kuhns to full-time Juvenile Probation Supervisor, Probation, (p.c. #02, exempt). Salary budget savings for 2023 \$7,768, annualized salary savings for 2024 \$926 – Dept. 301.
2. Approve the rate for Mattea Lynn Ann Dunn at SG-10A(01)--\$23.85/hour, effective August 7, 2023, pay period 17. President Judge Jonathan Grine is appointing Ms. Dunn to full-time School Based Juvenile Probation Officer-PO2, Probation, (p.c. #21, non-exempt). Salary budget savings for 2023 \$9,910, annualized salary savings for 2024 \$1,135 – Dept. 301.

Action: *APPROVE the Probation items 1-2.*

C. Recorder of Deeds

- i. Consider approval of the upgrade/reclassification to the position of full-time Second Deputy Recorder of Deeds, Recorder of Deeds, (p.c. #03 & 05, non-exempt), from SG-04 to SG-05, effective July 30, 2023, pay period 17. Salary budget savings for 2023 \$17,884, annualized salary impact for 2024 \$2,321 – Dept. 133.
- ii. Consider approval of the upgrade/reclassification to the position of full-time Recorder of Deeds Clerk, Recorder of Deeds, (p.c. #04 & 31, non-exempt), from SG-03 to SG-04, effective July 30, 2023, pay period 17. Salary budget savings for 2023 \$12,138, annualized salary impact for 2024 \$1,100 – Dept. 133.

Action: *APPROVE the Recorder of Deeds items i-ii.*

D. Sheriff

- i. Approve the change in status for Ronald Schall from part-time Deputy Sheriff/Security 60%, Sheriff, (p.c. #22, non-exempt), at SG-05E(05)--\$19.35/hour to full-time Deputy Sheriff/Security, Sheriff, (p.c. #30, non-exempt), at SG-05E(05)--\$19.35/hour, effective July 30, 2023, pay period 17 (No change in pay rate). Salary budget savings for 2023 \$821, annualized salary budget impact for 2024 \$2,313 - Dept. 211.
- ii. Approve the rate for Tarryn E. Eckenroth at SG-05A(01)--\$17.88/hour, effective July 31, 2023, pay period 17. Sheriff Bryan Sampsel is appointing Ms. Eckenroth to full-time Deputy Sheriff/Security, Sheriff, (p.c. #25, non-exempt). Salary budget savings for 2023 \$9,665, annualized salary savings for 2024 \$8,320 – Dept. 211.

Action: *APPROVE the Sheriff items i-ii.*

- E. Conservation District - Consider approval of the upgrade/reclassification to the position of full-time Conservation District Manager, Conservation District, (p.c. #01, exempt), from SG-16 to SG-18, effective July 30, 2023, pay period 17. Salary budget impact for 2023 \$2,452, annualized salary impact for 2024 \$7,253 – Dept. 822.

Action: *APPROVE the upgrade/reclassification to the Conservation District Manager position.*

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F. Human Services

- i. Children & Youth Services - Consider approval of the extension for the Children & Youth Supervisors to be paid up to 15 hours overtime per pay period, only after 40 hours worked in a week has been met, effective July 30, 2023, pay period 17 through November 4, 2023, pay period 23. Salary budget impact for 2023 \$7,192 - Dept. 511.

Action: *APPROVE the extension for C&YS Supervisors to be paid overtime.*

VI. ADJOURNMENT