



## BOARD OF COMMISSIONERS AGENDA

Thursday, August 24, 2023, 10:00 A.M.

Willowbank Office Building  
420 Holmes Street, Room 146  
Belleville, 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 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. 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, August 10, 2023 Board of Commissioners meeting.

Action: *APPROVE the minutes from August 10, 2023.*

V. PERSONNEL ITEMS

A. Correctional Facility

- i. Consider approval of the appointment for Austin T. Bolig to full-time Corrections Officer, Correctional Facility, (p.c. #86, non-exempt), at SG-N10X(01)--\$21.25/hour, effective August 28, 2023, pay period 19. Salary budget savings for 2023 \$2,939, annualized salary impact for 2024 \$20,422 - Dept. 333.

Action: *APPROVE the appointment for Austin Bolig.*

B. Human Services

i. Children & Youth Services

1. Consider approval of the appointment for Taylor M. Fletcher, to full-time Caseworker 1, C&YS, (p.c. #45, non-exempt), at SG-07A(01)--\$20.27/hour, effective September 5, 2023, pay period 19. Salary budget savings for 2023 \$10,993, annualized salary savings for 2024 \$3,139 - Dept. 511.
2. Consider approval of the voluntary demotion/change in title/department for Paul Styer from full-time 911 Dispatcher/Public Safety Telecommunicator, Emergency Communications 911, (p.c. #12, non-exempt), at SG-08B(02)--\$21.88/hour to full-time Caseworker 1, C&YS, (p.c. #14, non-exempt), at SG-07D(04)--\$21.51/hour, effective September 18, 2023, pay period 20. Salary budget savings for 2023 \$18,582, annualized salary savings for 2024 \$1,572 - Dept. 511.

Action: *APPROVE the Children & Youth items 1-2.*

ii. MH/ID/EI

1. Consider approval of the funding and personnel requisition for full-time Department Clerk 3 (EI-ID), MH/ID/EI, (p.c. #37, non-exempt), at SG-04A(01)--\$16.69/hour, effective August 24, 2023, pay period 18. Salary budget savings for 2023 \$3,162, annualized salary savings for 2024 \$1,984 - Dept. 561.

Action: *APPROVE the funding and personnel requisition for Department Clerk 3 (EI-ID).*

iii. MH/ID/EI-D&A

1. Consider approval of the appointment for Donald R. Hare, to full-time Drug & Alcohol Case Management Specialist, MH/ID/EI-D&A, (p.c. #02, non-exempt), at SG-07A(01)--\$20.27/hour, effective August 28, 2023, pay period 19. Salary budget savings for 2023 \$23,620, annualized salary savings for 2024 \$11,966 - Dept. 562.

Action: *APPROVE the appointment for Donald Hare.*

VI. JUDICIAL PERSONNEL ITEMS

VII. ROW OFFICE PERSONNEL ITEMS

A. Controller

- i. Consider approval of the revisions to the job description for the position of First Deputy Controller, Controller, SG-13, effective August 27, 2023, pay period 19 – Dept. 125.
- ii. Consider approval of the new job description for the position of Second Deputy Controller, Controller, SG-11, effective August 27, 2023, pay period 19 – Dept. 125.

- iii. Consider approval of the funding and personnel requisition for full-time Second Deputy Controller, Controller, (p.c. #07, exempt), at SG-11A(01)--\$25.03/hour, effective August 27, 2023, pay period 19. Salary budget impact for 2023 \$41, annualized salary savings for 2024 \$4,845 - Dept. 125.

Action: *APPROVE the Controllers items i-iii.*

- B. Sheriff- Consider approval of the funding and personnel requisition for full-time Deputy Sheriff/Security, Sheriff, (p.c. #16, non-exempt), at SG-05A(01)--\$17.88/hour, effective August 24, 2023, pay period 18. Salary budget impact for 2023 \$2,505, annualized salary savings for 2024 \$745 - Dept. 211.

Action: *APPROVE the funding and personnel requisition for Deputy Sheriff/Security p.c. #16.*

VIII. NON-PERSONNEL ITEMS

- A. Planning and Community Development – Kinetic by Windstream, an internet service provider, is requesting nominations for 10 non-profit organizations within its service footprint to receive a \$1,000 Kinetic Grant. The Kinetic Grant will help a non-profit support broadband adoption services like digital skills training and/or device distribution. Skills training and access to devices is part of the required digital equity in the BEAD federal funding program (Broadband Equity, Access, and Deployment) – Dept. 151.

Action: *APPROVE the Kinetic Grant for Broadband Adoption through digital skills training or device distribution.*

IX. CONSENT AGENDA

X. EXECUTIVE SESSION REPORT

XI. QUESTIONS FROM THE PRESS

XII. ADJOURNMENT