



BOARD OF COMMISSIONERS' AGENDA

Tuesday, August 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, August 15, 2019 Board of Commissioners' meeting.

Action: *APPROVE the meeting minutes from Thursday, August 15, 2019.*

IV. ACTION ON PERSONNEL ITEM(S)

A. Correctional Facility

- i. Consider approval of the appointment for Cody A. Folk, part-time Corrections Officer, Correctional Facility, (p.c. #95, non-exempt, replacing M. Cianfrani), at SG-N10A(01)--\$14.70/hour, effective September 9, 2019, pay period 19. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2019 \$15,272, annualized salary savings for 2020 \$2,677 - Dept. 333.
- ii. Consider approval of the appointment for Paige Zeigler, part-time Corrections Officer, Correctional Facility, (p.c. #99, non-exempt, replacing H. Hockenberry), at SG-N10A(01)--\$14.70/hour, effective September 9, 2019, pay period 19. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2019 \$5,197, annualized salary savings for 2020 \$2,677 - Dept. 333.
- iii. Consider approval of the appointment for Robert M. Beatty, full-time Kitchen Supervisor, Correctional Facility, (p.c. #73, non-exempt, replacing A. Shawley), at SG-N08A(01)--\$13.52/hour, effective September 9, 2019, pay period 19. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2019 \$12,229, annualized salary increase for 2020 \$645 - Dept. 333.

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- B. Planning – Consider approval of the appointment for Diana L. Griffith, full-time Senior Planner 1/Agricultural Preservation Coordinator, Planning, (p.c. #10, non-exempt, S. Walter), at SG-N16A(01)–\$19.79/hour, effective September 30, 2019, pay period 20. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2019 \$17,487, annualized salary savings for 2020 \$8,444 – Dept. 151.
- C. MH/ID – Consider approval of the new job description for the position of Department Clerk 3 (EI-ID), MH/ID, SG-N08, effective September 1, 2019, pay period 19 – Dept. 561.
- D. Transportation – Consider retroactive approval of the personnel requisition for part-time Department Clerk 1 (75), Transportation, (p.c. # 29, non-exempt, replacing K. Shope), at SG-N04A(01), effective August 15, 2019, pay period 17 – Dept. 531.
- E. Human Resources – Employment Report

V. REPORT ON JUDICIAL PERSONNEL ITEMS

President Judge Pamela Ruest has approved the personnel requisition for full-time Court Reporter, Court Administration, (p.c. #07, non-exempt, replacing P. Grey), at SG-N14, effective retro to August 19, 2019, pay period 18 – Dept. 271.

VI. REPORT ON ROW OFFICE PERSONNEL ITEMS

VII. DISCUSSION ITEMS

VIII. EXECUTIVE SESSION REPORT

IX. ADJOURNMENT