



CENTRE COUNTY
SALARY BOARD AGENDA

Thursday, November 4, 2021, 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

Minutes from the Thursday, October 21, 2021 Salary Board Meeting.

Action: *APPROVE the Salary Board meeting minutes from Thursday October 21, 2021.*

V. ACTION ON PERSONNEL ITEMS

A. Sheriff

- i. Approve the rate for Thomas S. Buchanan at SG-N08A(01)--\$13.79/hour, effective November 22, 2021, pay period 25. Sheriff Bryan Sampsel is appointing Mr. Buchanan to part-time Deputy Sheriff-Security 60%, Sheriff, (p.c. #15, non-exempt, replacing J. Phillips). Sheriff Bryan Sampsel is requesting that Mr. Buchanan be approved at SG-N08B(02)--\$14.07/hour. Salary budget savings for 2021 \$3,824, annualized salary impact for 2022 \$349 – Dept. 211.

SALARY BOARD AGENDA
THURSDAY, NOVEMBER 4, 2021
PAGE 2

- ii. Approve the rate for Eric C. Cain at SG-N08A(01) - \$13.79/hour, effective November 22, 2021, pay period 24. Sheriff Bryan Sampsel is appointing Mr. Cain to part-time Deputy Sheriff-Security 60%, Sheriff, (p.c. #20, non-exempt, replacing J. Carles). Sheriff Bryan Sampsel is requesting that Mr. Cain be approved at SG-N08B(02)--\$14.07/hour. Salary budget impact for 2021 \$10,993, annualized salary impact for 2022 \$686 – Dept. 211.

Action: *APPROVE Sheriff items i-ii.*

- B. **Coroner** – Approve the rate for John D. Kubalak at SG-N10A(01)--\$15.16/hour, effective November 8, 2021, pay period 24. Coroner Scott Sayers is appointing Mr. Kubalak to on-call/occasional Deputy Coroner, Coroner, (p.c. #03, non-exempt, replacing S. Rawson). Salary budget impact for 2021 \$879, annualized salary savings for 2022 \$909– Dept. 212.

Action: *APPROVE the rate for John D. Kubalak.*

C. **Recorder of Deeds**

- i. Approve the promotion/change in title for Nancy Stover from full-time Second Deputy Recorder of Deeds, Recorder of Deeds, (p.c. #03, non-exempt), at SG-N10C(03)--\$15.80/hour to full-time First Deputy Recorder of Deeds, Recorder of Deeds, (p.c. #02, exempt, replacing R. Brooks), at SG-S46A(01)--\$16.20/hour, effective December 5, 2021, pay period 26. Recorder of Deeds Joseph Davidson is requesting that Ms. Stover be approved at SG-S46I(09)--\$18.97/hour. Salary budget impact for 2021 \$1,850, annualized salary savings for 2022 \$10,862 – Dept. 133.
- ii. Approve the promotion/change in title for Barbara Davidson from full-time Department Clerk 2 (75), Recorder of Deeds, (p.c. #04, non-exempt), at SG-N06I(09)-\$14.71/hour to full-time Second Deputy Recorder of Deeds, Recorder of Deeds, (p.c. #05, non-exempt, replacing G. Beck), at SG-N10A(01)--\$15.16/hour, effective December 5, 2021, pay period 26. Recorder of Deeds Joseph Davidson is requesting that Ms. Davidson be approved at SG-N10C(03)--\$15.80/hour. Salary budget impact for 2021 \$12,780, annualized salary impact for 2022 \$30,810 – Dept. 133.
- iii. Approve the promotion/change in title/department for Keith Reese from full-time Transportation Scheduler/Dispatcher, Transportation, (p.c. #40, non-exempt), at SG-N05H(08)--\$13.72/hour to full-time Second Deputy Recorder of Deeds, Recorder of Deeds, (p.c. #03, non-exempt, replacing N. Stover), at SG-N10A(01)--\$15.16/hour, effective December 5, 2021, pay period 26. Recorder of Deeds Joseph Davidson is requesting that Mr. Reese be approved at SG-N10D(04)--\$16.09/hour. Salary budget impact for 2021 \$578, annualized salary impact for 2022 \$1,170 – Dept. 133.

Action: *APPROVE Recorder of Deeds items i-iii.*

SALARY BOARD AGENDA
THURSDAY, NOVEMBER 4, 2021
PAGE 3

D. Courts

- i. Court Administration – Approve the rate for Rebecca C. Snyder at SG-N10A(01)–\$15.16/hour, effective November 8, 2021, pay period 24. President Judge Pamela Ruest is appointing Ms. Snyder to full-time Civil Court Coordinator, Court Administration, (p.c. #38, non-exempt, replacing T. Moyer). President Judge Ruest is requesting that Ms. Snyder be approved at SG-N10D(04)–\$16.09/hour. Salary budget savings for 2021 \$19,060, annualized salary impact for 2022 \$624 – Dept. 271.
- ii. MDJ State College 49-1-01 – Approve the rate for S. Marcy J. Forstmeier at SG-N08A(01)–\$13.79/hour, effective November 15, 2021, pay period 24. President Judge Pamela A. Ruest is appointing Ms. Forstmeier to full-time Magisterial District Court Secretary, MDJ-Hahn, (p.c. #07, non-exempt, replacing T. Moyer). Salary budget savings for 2021 \$11,964, annualized salary impact for 2022 \$527 – Dept. 251.

Action: *APPROVE Courts items i-ii.*

- E. Conservation District – Approve the promotion/change in title for Christopher Myers from full-time Resource Conservation Coordinator 1, Conservation District, (p.c. #13, non-exempt), at SG-N12H(08)–\$19.18/hour to full-time Resource Conservation Coordinator 2, Conservation District, (p.c. #09, non-exempt, replacing M. Philippe), at SG-N13G(07) - \$19.71/hour, effective November 7, 2021, pay period 24. Conservation District Manager Jim Coslo is requesting that Mr. Myers be approved at SG-N13J(10)–\$20.91/hour. Salary budget savings for 2021 \$1,497, annualized salary savings for 2022 \$9,568 – Dept. 822.

Action: *APPROVE the promotion/change in title for Christopher Myers.*

- F. Emergency Communications 911 – Consider approval of the appointment for Tonia J. Houck, full-time 911 Administrative/Fiscal Assistant (80), Emergency Communications 911, (p.c. #35, non-exempt, replacing S. Confer), at SG-N11A(01)–\$15.90/hour, effective November 15, 2021, pay period 24. Emergency Communications Director Norm Spackman is requesting that Ms. Houck be approved at SG-N11H(08)–\$18.26/hour. Salary budget impact for 2021 \$1,555, annualized salary savings for 2022 \$3,141 – Dept. 354.

Action: *APPROVE the appointment for Tonia J. Houck.*

G. Facilities Management

- i. Consider approval of the change in rate for Lee Sheaffer, full-time Director Facilities Management, Facilities Management, (p.c. #01, exempt), from SG-S55K(11)–\$63,128/annum to SG-S55R(18)–\$72,467.20/annum, effective October 24, 2021, pay period 23. Salary impact for 2021 \$8,279, annualized salary impact for 2022 \$9,339 – Dept. 161.
- ii. Consider approval of the change in rate for Dallas Devinney II, full-time Assistant Director Facilities Management, Facilities Management, (p.c. #02, exempt), from SG-S54K(11)–\$60,174.40/annum to SG-S54R(18)–\$69,180.80/annum, effective October 24, 2021, pay period 23. Salary impact for 2021 \$7,908, annualized salary impact for 2022 \$9,007 – Dept. 161.

SALARY BOARD AGENDA
THURSDAY, NOVEMBER 4, 2021
PAGE 4

- iii. Consider approval of the appointment for Tyler J. Lucas, full-time Facilities Technician 1, Facilities Management, (p.c. #20, non-exempt, replacing J. Bonawitz), at SG-N09A(1)--\$14.46/hour, effective November 15, 2021, pay period 24. Director of Facilities Management Lee Sheaffer is requesting that Mr. Lucas be approved at SG-N09H(08)--\$16.61/hour. Conditional upon satisfactory completion of pre-employment requirements. Salary budget impact for 2021 \$357, annualized salary impact for 2022 \$3,941 - Dept. 161.

Action: *APPROVE Facilities Management items i-iii.*

H. Human Services

Children & Youth Services – Consider approval of the reclassification to the position of full-time Caseworker 3, C&YS, (p.c. #41, non-exempt, replacing S. Haldeman), at SG-N15A(01)--\$19.27/hour to full-time Caseworker 2, C&YS, (p.c. #41, non-exempt), at SG-N13A(01)--\$17.49/hour, effective November 4, 2021, pay period 23. Salary budget impact for 2021 \$2,978, annualized salary savings for 2022 \$6,552 – Dept. 511.

Action: *APPROVE the reclassification for Children & Youth Services.*

VI. ADJOURNMENT