



## SALARY BOARD AGENDA

Thursday, November 9, 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, November 2, 2023, Salary Board Meeting.

Action: *APPROVE the Salary Board meeting minutes from Thursday, November 2, 2023.*

V. ACTION ON PERSONNEL ITEMS

- A. Coroner – Consider approval of all on-call Deputy Coroners to be paid an additional on-call payment for every additional 12-hour shift of on-call taken per pay period. Effective November 5, 2023, pay period 24 through December 30, 2023, pay period 1. Salary budget savings for 2023 \$TBD, annualized salary impact for 2024 \$TBD – Dept. 212.

Action: *APPROVE the additional on-call payment for all on-call Deputy Coroners.*

- B. Prothonotary- Consider approval of the creation of a full-time Prothonotary Protection from Abuse Clerk, Prothonotary, (p.c. #26, non-exempt), at SG-04A(01)–\$16.69/hour, effective November 9, 2023, pay period 24. Salary budget impact for 2023 \$3,755, annualized salary impact for 2024 \$32,546 – Dept. 223.

Action: *APPROVE the creation of Prothonotary Protection from Abuse Clerk P.C. #26.*

VI. ADJOURNMENT