



## BOARD OF COMMISSIONERS AGENDA

Thursday, April 20, 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, April 6, 2023 Board of Commissioners meeting.

Action: *APPROVE the minutes from April 6, 2023.*

### V. PROCLAMATION

Proclamation 15 of 2023 – Proclaiming April 2023, as Grange Month in Centre County.

Action: *ADOPT Proclamation 15 of 2023 proclaiming April 2023, as Grange Month in Centre County.*

### VI. PERSONNEL ITEMS

- A. Conservation District - Consider approval of the funding and personnel requisition for the position of full-time Watershed Specialist, Conservation District, (p.c. #11, non-exempt), at SG-07A(01)–\$20.27/hour, effective April 20, 2023, pay period 9. Salary budget savings for 2023 \$4,306, annualized salary savings for 2024 \$3,478 – Dept. 822.

Action: *APPROVE the funding and personnel requisition for Conservation District.*

- B. Correctional Facility - Consider approval of the medical leave of absence for Corrections Officer, Correctional Facility, (p.c. #14), effective from March 16, 2023, pay period 7 to (estimated) April 24, 2023, pay period 10 – Dept. 333.

Action: *APPROVE the medical leave of absence for Corrections Officer PC #14.*

C. Human Services

- i. Adult Services - Consider approval of the promotion/change in title for Jeffrey Doeblor from full-time Housing Supervisor-Adult Services, Adult Services, (p.c. #08, exempt), at SG-10H(08)--\$27.39/hour to Assistant Director Adult Services, Adult Services, (p.c. #04, exempt), at SG-14A(01)--\$28.61/hour, effective April 23, 2023, pay period 10. Salary budget impact for 2023 \$38,910, annualized salary impact for 2024 \$59,509 - Dept. 501.

Action: *APPROVE the promotion for Jeffrey Doeblor.*

ii. Aging

1. Consider approval of the funding and personnel requisition for the position of full-time Aging Care Manager 2, Aging, (p.c. #11, non-exempt), at SG-07A(01)--\$20.27/hour, effective April 20, 2023, pay period 9. Salary budget savings for 2023 \$14,468, annualized salary savings for 2024 \$785 – Dept. 521.
2. Consider approval of the funding and personnel requisition for the position of full-time Aging Care Manager 2, Aging, (p.c. #28, non-exempt), at SG-07A(01)--\$20.27/hour, effective April 20, 2023, pay period 9. Salary budget savings for 2023 \$1,562, annualized salary savings for 2024 \$785 – Dept. 521.

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

- iii. C&YS - Consider approval of the appointment for Sarah M. Hartley, to full-time Caseworker 1, C&YS, (p.c. #08, non-exempt), at SG-07A(01)--\$20.27/hour, effective April 24, 2023, pay period 10. Salary budget savings for 2023 \$2,944, annualized salary savings for 2024 \$785 - Dept. 511.

Action: *APPROVE the appointment for Sarah Hartley.*

- D. Planning & Community Development - Consider approval of the appointment for Jillian A. Barskey, to full-time Planner-Community Planning Specialist, Planning, (p.c. #13, non-exempt), at SG-10A(01)--\$23.85/hour, effective May 8, 2023, pay period 11. Salary budget savings for 2023 \$14,616, annualized salary savings for 2024 \$7,906 - Dept. 151.

Action: *APPROVE the appointment for Jillian Barskey.*

- E. Risk Management & Workplace Operations - Consider approval of the appointment for Dakota J. Bruss, to full-time Custodial Worker, Risk Management, (p.c. #11, non-exempt), at SG-02A(01)--\$15.30/hour, effective May 8, 2023, pay period 11. Salary budget impact for 2023 \$20,808, annualized salary impact for 2024 \$31,824 - Dept. 112.

Action: *APPROVE the appointment for Dakota Bruss.*

VII. JUDICIAL PERSONNEL ITEMS

VIII. ROW OFFICE PERSONNEL ITEMS

IX. NON-PERSONNEL ITEMS

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- A. Emergency Management Services – Consider approval of the submission of the Hazardous Material Response Fund (HMRF) Grant application through Pennsylvania Emergency Management Agency (PEMA). The amount is to be determined for the period of July 1, 2023 through June 30, 2024 – Dept. 351.

Action: *APPROVE the Hazardous Material Response Grant Application.*

X. CONSENT AGENDA

XI. EXECUTIVE SESSION REPORT

XII. ANNOUNCEMENTS

- i. The Salary Board and Board of Commissioners meeting on Thursday, May 4, 2023 has been CANCELLED.

XIII. QUESTIONS FROM THE PRESS

XIV. ADJOURNMENT