



CENTRE COUNTY  
**SALARY BOARD AGENDA**

Thursday, October 21, 2021, 10:00 A.M.

Willowbank Office Building  
420 Holmes Street, Room 146  
Bellefonte, PA 16823

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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 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 7, 2021 Salary Board Meeting.

**Action:** *APPROVE the Salary Board meeting minutes from Thursday October 7, 2021.*

V. ACTION ON PERSONNEL ITEMS

A. Recorder of Deeds

- i. Approve the change in status to the position of full-time Second Deputy Recorder of Deeds, Recorder of Deeds, (p.c. #05, non-exempt), from temporary until December 3, 2021 to permanent, at SG-N10A(01)--\$15.16/hour, effective October 21, 2021, pay period 22. Salary budget impact for 2021 \$18,349.50, annualized salary impact for 2022 \$29,562 – Dept. 133.
- ii. Approve the elimination to the position of Department Clerk 2 (75), Recorder of Deeds, (p.c. #06, non-exempt), at SG-N06A(01)--\$12.55/hour, effective October 21, pay period 22. Salary budget savings for 2021 \$18,596.25, annualized salary savings for 2022 \$25,447.50 – Dept. 133.

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

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- B. Tax Claim - Consider approval of the creation of a full-time Director - Tax Claim and Collections, Tax Claim, (p.c. #01, exempt, 80 hour), at SG-S54A(01)--\$49,420.80/annum, effective October 21, pay period 22. Salary budget impact for 2021 \$9,504, annualized salary impact for 2022 \$49,420.80 - Dept. 123.

**Action:** *APPROVE the creation of a Director - Tax Claim and Collections.*

VI. ADJOURNMENT