



## SALARY BOARD MINUTES

Thursday, January 6, 2022, 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

The public meeting of the Salary Board was convened at 10:04 AM by Chair of the Board Michael Pipe.

In attendance were Commissioner Michael Pipe, Commissioner Mark Higgins, Administrator Margaret Gray, Director of Human Resources Kristen Simkins, Controller Jason Moser Human Resource Analyst Geri Sorgen, and Executive Office Supervisor Natalie Smith.

County personnel present included Deputy Administrator John Franek Jr., Erin Good, Travis Walker, Beth Lechman, Human Service Administrator Natalie Corman, Dave Lomison

Representatives from the news media included Halie Kines and Gary Sinderson.

### II. PUBLIC COMMENT

There were no comments received from the public.

### III. ADDITIONS TO THE AGENDA

There were no additions made to the agenda.

### IV. MEETING MINUTES

Minutes from the Thursday, December 30, 2021 Salary Board Meeting.

**Action:** *On a motion by Controller Moser, seconded by Commissioner Higgins, the Board voted unanimously to approve the Salary Board meeting minutes from Thursday, December 30, 2021.*

### V. ACTION ON PERSONNEL ITEMS

Elections & Voter Registration – Director Beth Lechman asked the Board to consider approval of the creation of a full-time Vote-By-Mail Coordinator, Elections & Voter Registration, (p.c. #04, non-exempt, 75 Hour), at SG-N14A(01)--\$19.36/hour, effective retro to January 2, 2022, pay period 2. Salary budget savings for 2022 \$1,452 – Dept. 131.

Commissioner Pipe acknowledged Commissioner Dershem's request for this position and the need for additional help in the office. Beth added that this will help to alleviate additional burden placed on the office, and their limited staffing, that came with addition of mail in voting.

**SALARY BOARD MINUTES**  
**THURSDAY, JANUARY 6, 2022**  
**PAGE 2**

Controller Moser noted that with the new position there is a budget savings because the position was budgeted for an entire year.

***Action:** On a motion by Commissioner Higgins, seconded by Controller Moser, the Board voted unanimously to approve the creation of a full-time Vote-By-Mail Coordinator.*

VI. ADJOURNMENT

On a motion by Controller Moser, seconded by Commissioner Higgins, the Board voted unanimously to adjourn the meeting at 10:12 AM.

ATTEST:

---

Jason Moser  
Controller