



SALARY BOARD MINUTES

Thursday, January 9, 2020, 10:00 A.M.

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

I. CALL TO ORDER

Commissioner Michael Pipe, Chair of the Board of Commissioners, convened the Salary Board meeting at 10:01 AM on January 9, 2020.

In attendance were Commissioner Chair Michael Pipe, Commissioner Vice-Chair Mark Higgins, Commissioner Steven Dershem, Administrator Margaret Gray, Controller Jason Moser, Director of Financial Management Tom Martin, Executive Office Supervisor Natalie Smith, Director of Human Resources Kristen Simkins, and Human Resources Analyst Geri Sorgen.

County personnel present included Norm Spackman, Dave Lomison, Kendra Miknis, Julia Sprinkle, Tom Backenstoe, Ann Marie Oldani, Krista Davis, and Chad Joyce.

II. PUBLIC COMMENT

There were no comments received from the public.

III. MEETING MINUTES

Minutes from the Monday, January 6, 2020 Salary Board meeting.

Action: On a motion by Controller Jason Moser, seconded by Commissioner Higgins, the Board voted unanimously to approve the Salary Board meeting minutes from January 6, 2020.

IV. ACTION ON PERSONNEL ITEMS

A. Domestic Relations

On a motion by Commissioner Dershem, seconded by Controller Jason Moser, the Board voted unanimously to approve the following items:

- i. Increase in hours and change in rate for Donald Gampe II, full-time Assistant Director DRS, Domestic Relations, (p.c. #02, non-exempt, 75 Hours), at SG-S53Z(26)--\$36.39/hour (\$70,960.50/annum)(2020 budgeted rate) to (p.c. #02, non-exempt, 80 Hours), at SG-S53X(24)--\$34.98/hour (\$72,758.40/annum), effective retro to January 5, 2020, pay period 2. Salary budget impact for 2020 \$1,729, annualized salary impact for 2021 \$1,798 – Dept. 281.
- ii. Increase in hours and change in rate for Colleen Warefield, full-time Office Manager DRS, Domestic Relations, (p.c. #07, non-exempt, 75 Hours), at SG-S47I(09)--\$19.49/hour (\$38,005.50/annum)(2020 budgeted rate) to (p.c. #07, non-exempt, 80 Hours), at SG-S47G(07)--\$18.75/hour (\$39,000.00/annum), effective

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retro to January 5, 2020, pay period 2. Salary budget impact for 2020 \$956, annualized salary impact for 2021 \$995 – Dept. 281.

- B. Court Administration – Court Administrator Kendra Miknis asked the Board to approve the change in rate for Jennifer Wilson, full-time Judicial Secretary, Court Administration, (p.c. #29, non-exempt), at SG-N11C(03)--\$16.21/hour to SG-N11D(04)--\$16.54/hour, effective January 19, 2020, pay period 3. Salary budget impact for 2020 \$606, annualized salary impact for 2021 \$644. The additional compensation is at the request of Judge Oliver based on Ms. Wilson's performance and job duties. Commissioner Pipe asked that this item be tabled to allow for conversation with Judge Oliver while the budget has been re-opened. On a motion by Commissioner Dershem, seconded by Commissioner Higgins, the Board voted unanimously to table item B – Dept. 271.
- C. Controller – Controller Jason Moser asked the Board to approve the rate for Jeremy A. Beck at SG-N09A(01)--\$14.18/hour, effective January 23, 2020, pay period 3. Controller Jason Moser is appointing Mr. Beck to full-time Accounting Clerk 3, Controller, (p.c. #04, non-exempt, replacing T. Hockenberry). This position was advertised under former Controller Chuck Witmer, who invited Mr. Moser to participate in the interview process. Controller Moser requested Mr. Beck be approved at SG-N09D(04)--\$15.04/hour. Salary budget savings for 2020 \$18,849, annualized salary savings for 2021 \$16,029. The Controller requested a higher step for Mr. Beck due to his experience and education.– Dept. 125.

V. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Controller Jason Moser, the Board voted unanimously to adjourn the meeting at 10:08 AM.

ATTEST

Margaret N. Gray
Administrator