



## SALARY BOARD MINUTES

Thursday, March 3, 2022, 10:00 A.M.

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

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### I. CALL TO ORDER

The public meeting of the Board of Commissioners was convened at 10:00 AM by Chair of the Board Michael Pipe.

In attendance were Commissioner Michael Pipe, Commissioner Mark Higgins, Commissioner Steven Dershem, Administrator Margaret Gray, Controller Jason Moser, Human Resource Analyst Geri Sorgen and Executive Office Supervisor Natalie Smith.

County personnel present included Ray Stolinas, Dave Crowley, Travis Walker, Ryan Smeltzer and Sheriff Bryan Sampsel.

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

### II. PUBLIC COMMENT

### III. ADDITIONS TO THE AGENDA

### IV. MEETING MINUTES

Minutes from the Thursday, February 24, 2022 Salary Board Meeting.

**Action:** *On a motion by Commissioner Higgins, seconded by Controller Moser, the Board voted unanimously to approve the Salary Board meeting minutes from Thursday, February 24, 2022.*

### V. ACTION ON PERSONNEL ITEMS

#### A. Prothonotary

Prothonotary Jeremy Breon joined the Salary Board to request the following:

- i. Elimination to the position of full-time Department Clerk 2 (75), Prothonotary, (p.c. #11, non-exempt), at SG-N06, effective March 3, 2022, pay period 6. Salary and benefit savings for 2022 \$77,377.07, annualized salary and benefit savings for 2023 \$19,642.011- Dept. 223.
- ii. Proposed wage step increases for all Prothonotary staff, effective March 13, 2022, pay period 7. Salary and benefit savings for 2022 \$9,496.71, annualized salary and benefit budget impact for 2023 \$3,946.80 - Dept. 223.

The elimination of the position allows for a savings to cover the proposed wage increases. Commissioner Pipe noted that other departments are also requesting increases and will be further considered with completion of the Archer survey.

**SALARY BOARD MINUTES**  
**THURSDAY, MARCH 3, 2022**  
**PAGE 2**

**Action:** *On a motion by Prothonotary Jeremy Breon, seconded by Commissioner Dershem, the Board voted unanimously to approve the Prothonotary items i-ii.*

- B. ITS – Chief Information and Records Officer Chad Joyce asked the Board to consider approval of the appointment for Tanya L. Hofford, full-time IT Operations Coordinator, ITS, (p.c. #02, exempt, new), at SG-S53A(01)--\$49,171.20/annum, effective March 28, 2022, pay period 8. Chief Information and Records Officer Chad Joyce is requesting that Ms. Hofford be approved at SG-S53S(19)--\$69,284.80/annum. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2022 \$11,449, annualized salary impact for 2023 \$7,205. Due to the Salary Board meeting this week, Tanya will be able to start on March 21, 2022 - Dept. 142.

**Action:** *On a motion by Controller Moser, seconded by Commissioner Higgins, the Board voted unanimously to approve the appointment for Tanya Hofford.*

- C. Commissioners – Administrator Margaret Gray asked the Board to consider approval of the appointment for Erin C. Good, full-time Staff Assistant Commissioners, Commissioners, (p.c. #12, non-exempt, replacing J. Savage), at SG-N10A(01)--\$16.16/hour, effective March 14, 2022, pay period 7. County Administrator Margaret Gray is requesting that Ms. Good be approved at SG-N10G(07)--\$18.09/hour. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2022 \$10,838, annualized salary savings for 2023 \$707 - Dept. 111.

**Action:** *On a motion by Commissioner Dershem, seconded by Commissioner Higgins, the Board voted unanimously to approve the appointment for Erin Good.*

VI. ADJOURNMENT

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

ATTEST:

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Jason Moser  
Controller