



BOARD OF COMMISSIONERS MINUTES

Thursday, July 27, 2023, 10:00 A.M.

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

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I. CALL TO ORDER

The public meeting of the Board of Commissioners was convened at 10:01 AM by Chair of the Board Mark Higgins.

In attendance were Commissioner Mark Higgins, Commissioner Amber Concepcion, Commissioner Steven Dershem, Administrator John Franek Jr. and Executive Office Supervisor Erin Good.

County personnel present included Human Services Administrator Julia Sprinkle, Deputy Administrator Natalie Corman, Recorder of Deeds Joe Davidson, Sheriff Bryan Sampsel, Rayme Weidel, Missey Bender, Geri Sorgen and Coroner Scott Sayers.

II. PUBLIC COMMENT

There were no comments received from the public.

III. ADDITIONS TO THE AGENDA

There were no additions to the agenda.

IV. MEETING MINUTES

The Board will consider approving the minutes from the Thursday, July 13, 2023 Board of Commissioners meeting.

Action: On a motion by Commissioner Concepcion seconded by Commissioner Dershem the Board voted unanimously to approve the minutes from July 13, 2023.

V. PERSONNEL ITEMS

- A. Correctional Facility – Administrator John Franek Jr. asked the Board to approve the funding and personnel requisition for full-time Corrections Officer, Correctional Facility, (p.c. #86, non-exempt), at SG-N10X(01)–\$21.25/hour, effective July 27, 2023, pay period 16. Salary budget savings for 2023 \$27,809, annualized salary savings for 2024 \$2,309 - Dept. 333.

Action: On a motion by Commissioner Concepcion seconded by Commissioner Dershem the Board voted unanimously to approve funding and personnel requisition for Corrections Officer p.c. #86.

- B. Emergency Communications 911

Rayme Weidel asked the Board to approve the following items:

- i. Approve the promotion/change in title for Trevor Harris from full-time 911 Dispatcher/Public Safety Telecommunicator, Emergency Communications 911, (p.c. #27, non-exempt), at SG-08F(06)--\$23.68/hour to Emergency Communications Shift Supervisor, Emergency Communications 911, (p.c. #04, non-exempt), at SG-10C(03)--\$24.81/hour, effective August 13, 2023, pay period 18. Salary budget impact for 2023 \$2,115, annualized salary savings for 2024 \$4,249 - Dept. 354.
- ii. Approve the funding and personnel requisition for full-time 911 Dispatcher/Public Safety Telecommunicator, Emergency Communications 911, (p.c. #27, non-exempt), at SG-08A(01)--\$21.45/hour, effective July 27, 2023, pay period 16. Salary budget impact for 2023 \$6,088, annualized salary savings for 2024 \$5,633 - Dept. 354.

Action: On a motion by Commissioner Concepcion seconded by Commissioner Dershem the Board voted unanimously to approve the Emergency Communications items i-ii.

- C. Human Resources – Missey Bender asked the Board to approve the appointment for Georgiana Johnson, to on-call/occasional Office Floater, Human Resources, (p.c. #16, non-exempt), at SG-02A(01)--\$15.30/hour, effective August 7, 2023, pay period 17. Salary budget savings for 2023 \$7,358, annualized salary savings for 2024 \$275 - Dept. 114.

Action: On a motion by Commissioner Concepcion seconded by Commissioner Dershem the Board voted unanimously to approve the appointment for Georgiana Johnson.

D. Human Services

- i. Children & Youth Services – Human Services Administrator Julia Sprinkle asked the Board to approve the funding and personnel requisition for full-time Caseworker 2, C&YS, (p.c. #56, non-exempt), at SG-08A(01)--\$21.45/hour, effective July 27, 2023, pay period 16. Salary budget savings for 2023 \$18,942 - Dept. 511.

Action: On a motion by Commissioner Concepcion seconded by Commissioner Dershem the Board voted unanimously to approve the funding and personnel requisition for Caseworker 2 p.c. #56.

VI. JUDICIAL PERSONNEL ITEMS

VII. ROW OFFICE PERSONNEL ITEMS

A. Sheriff

Sheriff Bryan Sampsel asked the Board to approve the following items:

- i. Approve the funding and personnel requisition for the position of full-time Deputy Sheriff/Security, Sheriff, (p.c. #30, non-exempt), at SG-05A(01)--\$17.88/hour, effective July 27, 2023, pay period 16. Salary budget savings for 2023 \$567, annualized salary savings for 2024 \$745 - Dept. 211.
- ii. Approve the funding and personnel requisition for the position of part-time Deputy Sheriff/Security 60%, Sheriff, (p.c. #22, non-exempt), at SG-05A(01)--\$17.88/hour, effective July 27, 2023, pay period 16. Salary budget impact for 2023 \$8,899, annualized salary savings for 2024 \$1,836 - Dept. 211.

Action: On a motion by Commissioner Concepcion seconded by Commissioner Dershem the Board voted unanimously to approve the Sheriff items i-ii.

- VIII. NON-PERSONNEL ITEMS
- IX. CONSENT AGENDA
- X. EXECUTIVE SESSION REPORT
- XI. QUESTIONS FROM THE PRESS
- XII. ADJOURNMENT

On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 10:14 AM.

ATTEST:

John Franek Jr.
Administrator