



SALARY BOARD MINUTES

Thursday, August 10, 2023, 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 Salary Board was convened at 10:00 AM by Chair of the Board Mark Higgins.

In attendance were Commissioner Mark Higgins, Commissioner Amber Concepcion (Zoom), Commissioner Steven Dershem and Executive Office Supervisor Erin Good.

County personnel present included Human Services Administrator Julia Sprinkle, Deputy Administrator Natalie Corman, Faith Ryan, Kristen Simkins, Warden Glenn Irwin, Chris Schnure, Dave Lomison, District Attorney Bernie Cantorna, Don Gampe, Controller Jason Moser, Prothonotary Jeremy Breon, Treasurer Colleen Kennedy and Coroner Scott Sayers.

Guests present included Renee Hoover.

II. PUBLIC COMMENT

There were no comments received from the public.

III. ADDITIONS TO THE AGENDA

There were no additions to the agenda.

IV. ACTION ON PERSONNEL ITEMS

- A. Coroner – Coroner Scott Sayers asked the Board to approve the promotion/change in title for John Kubalak from on-call/occasional Deputy Coroner, Coroner, (p.c. #03, non-exempt), at SG-06A(01)--\$19.06/hour to full-time Chief Deputy Coroner, Coroner, (p.c. #02, exempt), at SG-131(09)--\$32.12/hour per policy for prior relevant experience, effective December 31, 2023, pay period 02. Salary budget impact for 2023 \$257, annualized salary budget impact for 2024 \$1,348 - Dept. 212.

Action: On a motion by Coroner Scott Sayers seconded by Controller Moser the Board voted unanimously to approve the promotion/change in title for John Kubalak.

B. Courts

- i. Court Administration – Kristen Simkins asked the Board to approve the rate for Hillary B. Twiford at SG-07A(01)--\$20.27/hour, effective August 14, 2023, pay period 18. President Judge Jonathan Grine is appointing them to full-time Judicial Secretary, Court Administration, (p.c. #10, non-exempt). Salary budget impact for 2023 \$14,594, annualized salary impact for 2024 \$42,162 – Dept. 271.

Action: On a motion by Controller Moser seconded by Commissioner Concepcion the Board voted unanimously to approve the rate for Hillary Twiford.

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- C. District Attorney – District Attorney Bernie Cantorna asked the Board to approve the rate for Hunter J. Fedora at SG-10A(01)–\$23.85/hour, effective August 28, 2023, pay period 19. District Attorney Bernie Cantorna is appointing them to full-time Law Clerk-District Attorney, District Attorney, (p.c. #17, non-exempt). Salary budget impact for 2023 \$15,264, annualized salary impact for 2024 \$49,608 – Dept. 221.

Action: On a motion by District Attorney Bernie Cantorna seconded by Commissioner Dershem the Board voted unanimously to approve the rate for Hunter Fedora.

- D. Prothonotary – Prothonotary Jeremy Breon asked the Board to approve the rate for Addison R. Procak at SG-04A(01)–\$16.69/hour, effective August 21, 2023, pay period 18. Prothonotary Jeremy Breon is appointing them to full-time Prothonotary Clerk, Prothonotary, (p.c. #24, non-exempt). Salary budget savings for 2023 \$7,106, annualized salary savings for 2024 \$645 – Dept. 223.

Action: On a motion by Prothonotary Jeremy Breon seconded by Controller Moser the Board voted unanimously to approve the rate for Addison Procak.

- E. Treasurer – Treasurer Colleen Kennedy asked the Board to approve the rate for Aaron D. Gayan at SG-04A(01)–\$16.69/hour, effective August 21, 2023, pay period 18. Treasurer Colleen Kennedy is appointing them to full-time Second Deputy Treasurer, Treasurer, (p.c. #04, non-exempt). Salary budget savings for 2023 \$3,523, annualized salary savings for 2024 \$4,825 – Dept. 124.

Action: On a motion by Treasurer Collen Kennedy seconded by Commissioner Dershem the Board voted unanimously to approve the rate for Aaron Gayan.

F. Human Services

- i. Transportation – Dave Lomison asked the Board to approve the change in status to the position of on-call/occasional Vehicle Operator, Transportation, (p.c. #39, non-exempt), at SG-03A(01)–\$15.81/hour, to full-time Vehicle Operator 80%, Transportation, (p.c. #39, non-exempt), at SG-03A(01)–\$15.81/hour, effective August 10, 2023, pay period 17. Salary budget impact for 2023 \$8,537, annualized salary impact for 2024 \$24,664 – Dept. 531.

Action: On a motion by Controller Moser seconded by Commissioner Concepcion the Board voted unanimously to approve the change in status to Vehicle Operator p.c. #39.

V. ADJOURNMENT

On a motion by Commissioner Dershem, seconded by Controller Moser, the Board voted unanimously to adjourn the meeting at 10:09 AM.

ATTEST:

Jason Moser
Controller