



## SALARY BOARD MINUTES

Tuesday, August 27, 2019, 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 called to order at 10:36 AM on August 27, 2019 by Commissioner Michael Pipe.

In attendance were Commissioner Michael Pipe, Commissioner Mark Higgins, Commissioner Steven Dershem, Administrator Margaret Gray, Deputy Administrator Bob Jacobs, Director of Financial Management Tom Martin, Controller Chuck Witmer, Executive Office Supervisor Natalie Smith, Director of Human Resources Kristen Simkins, and Human Resources Analyst Geri Sorgen.

County personnel present included Ray Stolinas, Natalie Corman, Linda Marshall, and Bernie Cantorna.

### II. PUBLIC COMMENT

### III. MEETING MINUTES

Minutes from the Thursday, August 15, 2019 Salary Board meeting.

*Action: On a motion by Commissioner Higgins, seconded by Controller Chuck Witmer, the Board voted unanimously to approve the Salary Board meeting minutes from August 15, 2019.*

### IV. ACTION ON PERSONNEL ITEMS

#### A. District Attorney

District Attorney Bernie Cantorna thanked the Board for their support in the creation of the County Detective position. This position will play a major role in the support and delivery of services. It was his recommendation to appoint Ralph Ralston, who brings 18 years of patrol service and over 25 years as detective. Commissioner Dershem also provided high recommendation for Mr. Ralston.

- i. On a motion by District Attorney Bernie Cantorna, seconded by Commissioner Dershem, the Board voted unanimously to approve the rate for Ralph W. Ralston at SG-S58A(01)--\$58,656.00/annum, effective October 14, 2019, pay period 22. District Attorney Bernie Cantorna is appointing Mr. Ralston to full-time County Detective, District Attorney, (p.c. #04, exempt, new). District Attorney Cantorna is requesting Mr. Ralston be approved at SG-S58H(08)--\$67,371.20/annum. Salary budget savings for 2019 \$45,700, annualized salary increase for 2020 \$8,715- Dept. 221.

- ii. On a motion by District Attorney Bernie Cantorna, seconded by Commissioner Higgins, the Board voted unanimously to approve the rate for Shalane D. Brownell at SG-N06A(01)--\$12.30/hour, effective August 28, 2019, pay period 18. District Attorney Bernie Cantorna is appointing Ms. Brownell to full-time Department Clerk 2 (75), District Attorney, (p.c. #27, non-exempt, replacing E. Read). District Attorney Cantorna is requesting Ms. Brownell be approved at SG-N06H(08)--\$14.13/hour. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2019 \$4,442, annualized salary increase for 2020 \$1,580.- Dept. 221.
- B. MH/ID – On a motion by Controller Chuck Witmer, seconded by Commissioner Dershem, the Board voted unanimously to approve the upgrade/change in title to the position of full-time Secretary 2 (75), MH/ID, (p.c. #37, non-exempt), at SG-N07B(02)--\$13.16/hour to full-time Department Clerk 3 (EI ID), MH/ID, (p.c. #37, non-exempt), at SG-N08A(01)--\$13.52/hour, effective September 1, 2019, pay period 19. (Currently occupied by K. Johnson) Salary budget savings for 2019 \$771, annualized salary increase for 2020 \$702.- Dept. 561.
- C. Transportation – On a motion by Commissioner Higgins, seconded by Controller Chuck Witmer, the Board voted unanimously to approve the extension of the temporary on-call/occasional Senior Advisor, Transportation, (p.c. #04, non-exempt, approximately 15 hours/week), at SG-N08T(20)--\$19.70/hour, from September 1, 2019, pay period 19 to September 30, 2019, pay period 21. (Currently occupied by S. Desio) Salary budget increase for 2019 \$1,182 - Dept. 531.
- D. Director of Financial Management Tom Martin provided a year-to-date salary and benefits balance update. As of August 27, 2019 savings total \$675,134 for the year and \$184,657 in savings that will carry into 2020.

V. ADJOURNMENT

On a motion by Controller Chuck Witmer, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 10:46 AM.

ATTEST

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Margaret N. Gray  
Administrator