



SALARY BOARD MINUTES

Thursday, September 23, 2021, 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 10:02 AM by Chair of the Board Michael Pipe.

In attendance were Commissioner Michael Pipe, Commissioner Mark Higgins, Commissioner Steven Dershem, Administrator Margaret Gray, Deputy Administrator John Franek Jr., Executive Office Supervisor Natalie Smith, Director of Human Resources Kristen Simkins, Human Resource Analyst Geri Sorgen, and Controller Jason Moser.

County personnel present included Sheriff Sampsel, Dave Lomison, Don Gampe, and Ryan Smeltzer.

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

Minutes from the Thursday, September 9, 2021 Salary Board Meeting.

Action: *On a motion by Controller Moser, seconded by Commissioner Higgins, the Board voted unanimously to approve the Salary Board meeting minutes from Thursday September 9, 2021.*

V. ACTION ON PERSONNEL ITEMS

- A. Sheriff – Sheriff Sampsel joined the Salary Board as a voting member to request approval for the promotion/change in title for Joseph S. Carles from part-time Security Officer, Sheriff, (p.c. #20, non-exempt), at SG-N08A(01)--\$13.79/hour to full-time Deputy Sheriff/Airport Security 2, Sheriff, (p.c. #34, non-exempt, replacing A. Lucas), at SG-N11A(01)--\$15.90/hour, effective retro to September 12, 2021, pay period 20. Salary budget savings for 2021 \$2,925, annualized salary impact for 2022 \$605 – Dept. 211.

Action: *On a motion by Sheriff Sampsel, seconded by Commissioner Dershem, the Board voted unanimously to approve the promotion/change in title for Joseph S. Carles.*

SALARY BOARD MINUTES
THURSDAY, SEPTEMBER 23, 2021
PAGE 2

A. Probation

Director Ryan Smeltzer requested the Board's approval for the following items:

- i. Rate for Matthew D. Heydrich at SG-N13A(01)--\$17.49/hour, effective October 4, 2021, pay period 21. President Judge Pamela A. Ruest is appointing Mr. Heydrich to full-time Probation Officer 1, Probation, (p.c. #05, non-exempt, replacing M. Brooks). President Judge Ruest is requesting that Mr. Heydrich be approved at SG-N13B(02)--\$17.84/hour. Salary budget savings for 2021 \$15,597, annualized salary impact for 2022 \$0 – Dept. 301.
- ii. Rate for Helen Hile at SG-N13A(01)--\$17.49/hour, effective October 4, 2021, pay period 21. President Judge Pamela A. Ruest is appointing Ms. Hile to full-time Community/Corrections Specialist-PO1, Probation, (p.c. #23, non-exempt, replacing R. Day). President Judge Ruest is requesting that Ms. Hile be approved at SG-N13B(02)--\$17.84/hour. Salary budget impact for 2021 \$507, annualized salary impact for 2022 \$0 – Dept. 301.

Action: *On a motion by Controller Moser, seconded by Commissioner Higgins, the Board voted unanimously to approve Probation items i-ii.*

B. Domestic Relations

Director Don Gampe requested the Board's approval for the following items:

- i. Elimination of the position of Department Clerk 3 (75) DRS, Domestic Relations, (p.c. #17, non-exempt), at SG-N08A, effective September 27, 2021, pay period 21 – Dept. 281. Salary budget savings for 2021 \$26,891 – Dept. 281.
- ii. Upgrade/change in title to the position of part-time Delinquency Officer/Clerk (PT), Domestic Relations, (p.c. #13, non-exempt, 38 hours) to full-time Delinquency Officer/Clerk, Domestic Relations, (p.c. #13, non-exempt, 75 hours), effective September 27, 2021, pay period 21. (No change in pay rate) (Currently occupied by K. Ripka) Salary budget impact for 2021 \$4,322, annualized salary impact for 2022 \$18,728 – Dept. 281.
- iii. Rate for Gavin M. Danneker at SG-N12A(01)--\$16.69/hour, effective retro to September 13, 2021, pay period 20. President Judge Pamela A. Ruest is appointing Mr. Danneker to full-time Enforcement Officer, Domestic Relations, (p.c. #15, non-exempt, replacing T. Weight). Salary budget savings for 2021 \$23,458, annualized salary savings for 2022 \$19,812 – Dept. 281.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve Domestic Relations items i-iii.*

SALARY BOARD MINUTES
THURSDAY, SEPTEMBER 23, 2021
PAGE 3

- C. Elections and Voter Registration – Director of Human Resources Kristen Simkins requested the Board approve the revised rate in pay for Beth A. Lechman, full-time Director of Elections and Voter Registration, Elections and Voter Registration, (p.c. #01, exempt) from SG-S58V(22)–\$85,000.50/annum to SG-S58S(19)–\$85,446.40/annum, effective retro to September 13, 2021, pay period 20. Salary budget savings for 2021 \$40,969, annualized salary impact for 2022 \$21,154 – Dept. 123.

***Action:** On a motion by Commissioner Dershem, seconded by Commissioner Higgins, the Board voted unanimously to approve the revised rate for Beth A. Lechman.*

VI. ADJOURNMENT

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

ATTEST:

Jason Moser
Controller