



CENTRE COUNTY  
**SALARY BOARD**

Thursday, September 24, 2020, 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 10:01 AM by Chair of the Board Michael Pipe.

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

County personnel present included Betsy Barndt, Chris Schell, Dave Lomison, Jeff Wharran, Mary Kay Williams, Travis Walker, Ryan Smeltzer and Chad Joyce.

Guests present included Molly Kunkle and Rob.

Representatives from the news media included Marley Parish.

II. PUBLIC COMMENT

There were no comments received from the public.

III. MEETING MINUTES

Minutes from the Thursday, September 17, 2020 Salary Board meeting.

**Action:** *On a motion by Commissioner Higgins, seconded by Controller Jason Moser, the Board voted unanimously to approve the Salary Board meeting minutes from Thursday, September 17, 2020.*

IV. ACTION ON PERSONNEL ITEMS

A. Controllers – Controller Jason Moser asked the Board to consider overtime for completion of the County audits, the finance plus upgrade, grant processing, and year end processing. On a motion by Controller Moser, seconded by Commissioner Dershem, the Board voted unanimously to approve the overtime request for any staff necessary for up to 25 hours per week combined in total for a one month period from September 27, 2020, pay period 21 to October 24, 2020, pay period 22. Salary budget impact for 2020 \$3,000 – Dept. 125.

B. Correctional Facility

Warden Christopher Schell presented the following items:

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- i. Demotion/change in title for Kelly Allen from full-time Corrections Officer, Correctional Facility, (p.c. #26, non-exempt, 80 Hour), at SG-N10H(08)--\$18.53/hour to full-time Records Specialist, Correctional Facility, (p.c. #137, non-exempt, 75 Hour, replacing C. Woodring-Shearer), at SG-N09N(14)--\$18.34/hour, effective September 27, 2020, pay period 21. Warden Christopher Schell is requesting that Ms. Allen be approved at SG-N090(15)--\$18.72/hour. Salary budget savings for 2020 \$17,243, annualized salary savings for 2021 \$8,853 - Dept. 333.
- ii. Extension to the temporary position of on-call/occasional Senior Advisor, Correctional Facility, (p.c. #138, non-exempt), at SG-N09Z(26)--\$23.26/hour, effective September 30, 2020, pay period 21 through October 21, 2020, pay period 22. (Currently occupied by C. Woodring-Shearer) Not to exceed 16 hours/week. Salary budget impact for 2020 \$1,116 - Dept. 333.

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

- C. Probation– On a motion by Controller Moser, seconded by Commissioner Higgins, the Board voted unanimously to approve the promotion/change in title for Diane Bierly from full-time DUI Coordinator-PO2, Probation, (p.c. #04, non-exempt, 75 Hour), at SG-N15P(16)--\$25.40/hour (\$49,530/annum) to full-time Office Coordinator-Probation, Probation, (p.c. #26, exempt, 80 Hour, new), at SG-S52L(12)--\$54,683.20/annum, effective October 25, 2020, pay period 23. Salary budget impact for 2020 \$8,413, annualized salary impact for 2021 \$54,683 - Dept. 301.

V. **ADJOURNMENT**

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

ATTEST:

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Jason Moser  
Centre County Controller