



## AGENDA

1. **CALL MEETING TO ORDER** (This meeting may be recorded.)
2. **ROLL CALL** – Donald Myers, Jason Renshaw, Patrick Fabian, Myra Miller
3. **PLEDGE OF ALLEGIANCE**
4. **WELCOME VISITORS**

*VISITORS ARE WELCOME TO COMMENT ON ANY AGENDA ITEMS AT THIS TIME UNDER THE DIRECTION OF THE CHAIRMAN. INDIVIDUALS WILL BE ALLOWED TO SPEAK UP TO FIVE (5) MINUTES AND GROUPS UP TO FIFTEEN (15) MINUTES TO SPEAK. COMPLETED WRITTEN FORMS WILL BE COLLECTED AS REQUIRED BY COUNTY POLICY.*

5. **APPROVAL OF MINUTES** – Salary Board Meeting held on July 6, 2022.

6. **COURTS – President Judge James Panchik**

- a. **13502** Action on the recommendation to acknowledge the appointment of Anthony D. Ciotola to a full-time Law Clerk position at \$45,000.00 per annum effective July 21, 2022, pending successful completion of pre-employment screenings. (Created on PAF 13291)
- b. **13503** Action on the recommendation to recreate a full-time Senior Law Clerk position at \$55,000.00 per annum effective July 21, 2022. (Voluntary resignation on PAF 13489)
- c. **13503** Action on the recommendation to acknowledge the appointment of Karen D. Pressler to a full-time Senior Law Clerk position at \$55,000.00 per annum effective July 21, 2022, pending successful completion of pre-employment screenings.

7. **DOMESTIC RELATIONS – Denise Brumbaugh / President Judge James Panchik**

- a. **13492** Action on the recommendation to recreate a full-time Enforcement Officer position at Non-Supervisory Pay Grade 16 (\$15.88 to \$20.73 per hour) effective July 21, 2022, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation/retirement on PAF 13491)

8. **PROTHONOTARY / CLERK OF COURTS – Brenda C. George**

- a. **13495** Action on the recommendation to create a full-time Office Manager position at Supervisory Pay Grade 9 (\$27,709.50 to \$36,153.00 per annum) effective July 21, 2022. (Voluntary resignation on PAF 13488)

*NOTE: During any properly scheduled public/open meeting, the Board may discuss, make motions, vote to approve or disapprove, vote to table, adopt, reject, reaffirm, rescind, rearrange the order of the agenda items, or take no action on any agenda item or matter.*

- b. **13496** Action on the recommendation to acknowledge the appointment of Bonnie Rupp from full-time Court Clerk I at \$14.74 per hour to a full-time Office Manager position at \$35,100.00 per annum (Step I) effective July 21, 2022, Position start date will be August 1, 2022. (Created on PAF 13495)
- c. **13497** Action on the recommendation to acknowledge the appointment of Bonnie Rupp, full-time Office Manager, as 1<sup>st</sup> Deputy Prothonotary/Clerk of Courts and compensate with a salary adjustment of \$0.50 per hour increase for additional duties and responsibilities effective July 21, 2022. Her new rate will be \$18.50 per hour and position start date will be August 1, 2022.
- d. **13498** Action on the recommendation to acknowledge the appointment of Amber Drum, full-time Legal Secretary III, as 2<sup>nd</sup> Deputy Prothonotary/Clerk of Courts and compensate with a salary adjustment of \$0.25 per hour increase for additional duties and responsibilities effective July 21, 2022. Her new rate will be \$12.72 per hour and position start date will be August 1, 2022.
- e. **13507** Action on the recommendation to recreate a full-time Legal Secretary III position at Non-Supervisory Pay Grade 10 (\$11.86 to \$15.49 per hour) effective July 21, 2022, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 13506)

## **9. DISTRICT COURT 33-3-01 – Gary DeComo**

- a. **13510** Action on the recommendation to create a temporary casual part-time Magisterial District Court Clerk position at \$11.28 per hour effective July 21, 2022. Position is needed to provide support to existing staff due a medical leave of absence. Position will be abolished when full-time employee is returned to active status.

## **10. BELMONT – Gary Montebell**

- a. **13504** Action on the recommendation to approve to abolish action taken on PAF 13482 to recreate a full-time Maintenance Worker I position, due to the rescind of the voluntary resignation that created the vacancy. (Rescinded voluntary resignation on PAF 13493)
- b. **13505** Action on the recommendation to approve to abolish action taken on PAF 13484 to approve the hiring of Samuel Wylie to a temporary/seasonal casual part-time Maintenance Worker I position. Mr. Wylie has decided to retain his full-time Maintenance Worker I position and has rescinded his resignation.
- c. **13508** Action on the recommendation to approve to abolish action taken on PAF 13508 to approve the creation of a temporary/seasonal casual part-time Maintenance Worker I position, due to the rescind of the voluntary resignation on PAF 13493.

## **11. JAIL – Warden Hicks**

- a. **13478** Action on the recommendation to recreate a full-time Corrections Counselor position at Supervisory Pay Grade 16 (\$41,600.00 to \$55,329.60 per annum) effective July 21, 2022. (Voluntary resignation on PAF 13477)

**The next Salary Board Meeting is scheduled for August 3, 2022.**

- b. **13501** Action on the recommendation to approve the hiring of Matthew Prazenica to a full-time Deputy Warden position at \$56,160.00 per annum effective July 21, 2022, per recommendation of Prison Board and pending successful completion of pre-employment screenings. (Created on PAF 13405)

## **12. RECYCLING CENTER – George J. Skamai**

- a. **13499** Action on the recommendation to approve a salary adjustment for casual part-time Recycling Specialist Mark Livengood of \$1.00 per hour effective July 21, 2022, due to increased job duties such as equipment and building repairs and maintenance that provides the County an overall cost savings in lieu of using third party services.

## **13. OTHER BUSINESS**

## **14. SALARY BOARD – CONCERNS OR COMMENTS**

## **15. PUBLIC COMMENT**

**VISITORS ARE WELCOME TO COMMENT ON ANY AGENDA OR NON-AGENDA ITEMS AT THIS TIME UNDER THE DIRECTION OF THE CHAIRMAN. INDIVIDUALS WILL BE ALLOWED TO SPEAK UP TO FIVE (5) MINUTES AND GROUPS UP TO FIFTEEN (15) MINUTES TO SPEAK. COMPLETED WRITTEN FORMS WILL BE COLLECTED AS REQUIRED BY COUNTY POLICY.**

## **16. ADJOURNMENT**

**The next Salary Board Meeting is scheduled for August 3, 2022.**