



AGENDA

1. **CALL MEETING TO ORDER** (This meeting may be recorded.)
2. **ROLL CALL** – Donald Myers, Jason Renshaw, Patrick Fabian, Acting Controller Tammie Gaff
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 February 16, 2023.

6. **PROTHONOTARY / CLERK OF COURTS – Annette Bowser**

- a. **13781** Action on the recommendation to acknowledge the appointment of Maria Teagarden, full-time Department Clerk III, as 2nd Deputy Prothonotary/Clerk of Courts and compensate with a salary adjustment of \$0.25 per hour increase for additional duties and responsibilities effective March 16, 2023. Her new rate will be \$17.54 per hour. Salary adjustment will be effective March 26, 2023.
- b. **13805** Action on the recommendation to approve a temporary salary increase of \$2.00 per hour from \$14.13 per hour to \$16.13 per hour for full-time Legal Secretary III Jill Toy effective March 16, 2023, due to two (2) vacancies and one (1) employee out on LOA in the office of the Prothonotary/ Clerk of Courts. Employees have assumed additional duties due to the inability to fill vacant positions. Adjustments to this salary increase will be made as vacant positions are filled.
- c. **13806** Action on the recommendation to approve a temporary salary increase of \$2.00 per hour from \$10.73 per hour to \$12.73 per hour for full-time Court Clerk I Katie Ritenbaugh effective March 16, 2023, due to two (2) vacancies and one (1) employee out on LOA in the office of the Prothonotary/ Clerk of Courts. Employees have assumed additional duties due to the inability to fill vacant positions. Adjustments to this salary increase will be made as vacant positions are filled.

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.

7. AREA AGENCY ON AGING – Janet Talerico

- a. **13802** Action on the recommendation to abolish PAF 13310 (approved on 3/16/2022) and recreate a full-time Administrative Assistant position at Non-Supervisory Pay Grade 17 (\$16.68 to \$21.77 per hour) effective March 16, 2023. PAF 13310 is abolished due to aging out of the system without being filled.

8. JAIL – Warden Hicks

- a. **13782** Action on the recommendation to approve the reassignment of Frederick Tregaskes Jr. from full-time Corrections Officer at \$16.78 per hour to full-time Maintenance Worker III at \$13.36 per hour effective March 16, 2023. (Created on PAF 13465) Position start date will be March 20, 2023.
- b. **13783** Action on the recommendation to recreate a full-time Corrections Officer position at \$16.00 per hour effective March 16, 2023, per the Teamsters' Collective Bargaining Agreement. (Reassignment on PAF 13782)
- c. **13790** Action on the recommendation to recreate a full-time Corrections Officer position at \$16.00 per hour effective March 16, 2023, per the Teamsters' Collective Bargaining Agreement. (Voluntary Resignation/Reassignment on PAF 13789)
- d. **13792** Action on the recommendation to recreate a full-time Facilities, Systems & Maintenance Supervisor position at Supervisory Pay Grade 12 (\$34,236.80 to \$44,678.40 per annum) effective March 16, 2023. (Voluntary Resignation on PAF 13791)

9. OTHER BUSINESS

10. SALARY BOARD – CONCERNS OR COMMENTS

11. 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.

12. ADJOURNMENT

The next Salary Board Meeting is scheduled for April 20, 2023.