

Reviewed: _____

SALARY BOARD MINUTES
April 27, 2010

Those present at the public meeting of the Venango County Commissioners held in Room 100 of the Courthouse Annex:

Commissioner Tim Brooks	Commissioner Jan Beichner
Denise Jones, Chief Clerk	Rich Winkler, Solicitor
Treasurer Deb Sharpe	Lisa Mumford, Admin. Asst.
Connie Hazelton, Human Resources	Diona Brick, Fiscal
Bill Kresinski, MIS	Rich Mihalic, Park Director
Sheila Boughner, News Herald	Dave Schwille, Human Services
Michael Thomas, Taxpayer	Tim Johnson, Domestic Relations
Ray Beichner, Taxpayer	Judy Downs, Planning
Frank Toothman, Taxpayer	Claudia Allen, Taxpayer
Martha Breene, Taxpayer	O. C. Bell, Airport Director
Dan Hovis, Taxpayer	Sandy K. Hovis, Taxpayer
Ryan Ruditis, Sheriff's Office	Phyllis Toothman, Taxpayer

Retirement Board was convened and adjourned prior to the Salary Board Meeting.

Commissioner Brooks called the meeting to order at 6:04 p.m.

Commissioner Beichner made a motion to approve the minutes from the March 9, 2010 meeting, seconded by Treasurer Deb Sharpe, aye all.

No issues were raised by those in attendance on the agenda items presented for consideration labeled Attachment B:

DEPARTMENT #110 – COMMISSIONERS

CREATE

Department Clerk II
SEIU position
Full-Time
SEIU Pay Grade 6
Effective 03/08/10

ABOLISH

Department Clerk II
SEIU position
Part-Time
SEIU Pay Grade 6
Effective 03/08/10

DEPARTMENT #115 – VOTERS’ REGISTRATION

ABOLISH

Department Clerk II
SEIU position
Part-Time
SEIU Pay Grade 6
Effective 03/08/10

DEPARTMENT #140 – TAX CLAIM

CREATE

Tax Claim Coordinator Trainee
Full-Time
Exempt Pay Grade 2
Effective 05/03/10

DEPARTMENT #160 – MAINTENANCE

CREATE

Maintenance Worker III
SEIU position
Temporary Full-Time
SEIU Pay Grade 10
Effective 04/19/10
Note: Temporary position through 06/30/10 to cover for employee’s leave of absence.

DEPARTMENT #510 – AREA AGENCY ON AGING

ABOLISH

On-Call Aging Care Manager II
Part-Time On Call
Non-Union Hourly Pay Grade 6
Effective 04/19/10

CREATE

Aging Care Manager II
Part-Time
Non-Union Hourly Pay Grade 6
Effective 04/19/10

DEPARTMENT #520 – CHILDREN & YOUTH SERVICES

CREATE

Caseworker II (3 positions)
Full-Time
Non-Union Hourly Pay Grade 6
Effective 03/17/10

DEPARTMENT #540 – MH/MR

CREATE

Caseworker III
Full-Time

Non-Union Hourly Pay Grade 7
Effective 04/19/10
Note: Funded by PCCD Grant through 03/31/12

DEPARTMENT #605 – PARK

CREATE

Department Clerk Intern
Temporary Full-Time
Non-Union Hourly Pay Grade 1
Effective 05/16/10
Note: Temporary position through 09/30/10.

CREATE

Grounds & Facilities Worker
Temporary Full-Time
Non-Union Hourly Pay Grade 2
Effective 05/02/10
Note: Temporary position through 10/15/10.

CREATE

Maintenance Worker Intern
Temporary Full-Time
Non-Union Hourly Pay Grade 1
Effective 05/16/10
Note: Temporary position through 09/30/10.

Treasurer Deb Sharpe made a motion to approve the above items, seconded by Commissioner Beichner, aye all.

No issues were raised by those in attendance on the agenda items presented for consideration labeled Attachment B-1 – Row Offices' Salary Board:

DEPARTMENT #205 – COURTS

CREATE

Administrative Assistant II
Temporary Full-Time
Non-Union Hourly Pay Grade 5
Effective 04/12/10
Note: Position in effect through June 2010 to provide coverage for employee's leave of absence.

CREATE

Law Clerk
Temporary Full-Time
Legal Exempt Pay Grade 1
Effective 04/19/10
Note: Position in effect through 09/17/10 due to transfer of law clerk to another department.

DEPARTMENT #230 – DISTRICT JUDGE 3-2

ABOLISH

District Judge Secretary
Full-Time
Non-Union Hourly Pay Grade 2
Effective 04/14/10

CREATE

District Judge Secretary
Part-Time
Non-Union Hourly Pay Grade 2
Effective 04/14/10

DEPARTMENT #245 – JURY COMMISSIONERS

EXTENSION OF TEMPORARY POSITION

Department Clerk I
Temporary On-Call
Non-Union Hourly Pay Grade 1
Effective 04/01/10

Note: Temporary on-call assignment through April 2010.

DEPARTMENT #310 – COURT SUPERVISION SERVICES

CREATE

Think Right Facilitator
On Call Part-Time
\$25.00/hr.
Effective 04/19/10

Note: Facilitator for Juvenile Cognitive Life Skills program; grant funded through PCCD for two years.

The above items were reviewed by the Commissioners

No other business was presented. Upon a motion by Treasurer Deb Sharpe, and a second by Commissioner Beichner, the meeting was adjourned at 6:06 p.m.

Respectfully submitted,

Lisa A. Mumford, Administrative Assistant