

**NOVEMBER 1, 2018**

THE REGULAR MONTHLY MEETING OF THE CARBON COUNTY SALARY BOARD WAS HELD THIS DATE CONVENING AT 10:34 A.M. IN THE COMMISSIONERS MEETING ROOM, COURT HOUSE ANNEX, JIM THORPE, PENNSYLVANIA.

PRESENT WERE COMMISSIONERS WAYNE E. NOTHSTEIN, TOM J. GERHARD AND WILLIAM J. O'GUREK, CHIEF CLERK/COUNTY ADMINISTRATOR ELOISE K. AHNER, SOLICITOR DANIEL A. MISCAVIGE, EXECUTIVE SECRETARY MARIANNE BUTRIE, SECRETARY III JEN BOGER, CONTROLLER ROBERT CRAMPSIE, TREASURER RONALD SHEEHAN, COURT ADMINISTRATOR GREGORY ARMSTRONG, CHIEF ADULT PROBATION OFFICER RICHMOND PARSONS, SHERIFF ANTHONY HARVILLA, AND HUMAN RESOURCES DIRECTOR DAWN BOWMAN.

**MINUTES:**

MOTION BY MR. CRAMPSIE, SECONDED BY MR. O'GUREK, TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD OCTOBER 4, 2018.

BOARD POLLED:	CRAMPSIE	YES
	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	NOT VOTING*

\*COMMISSIONER NOTHSTEIN ABSTAINED DUE TO ABSENCE AT THE OCTOBER 4<sup>TH</sup> MEETING.

**GUESTS:**

THERE WERE NO GUESTS CONCERNING SALARY BOARD BUSINESS.

MS. FRANCINE HEANEY WAS INTRODUCED AS THE NEWLY APPOINTED CARBON COUNTY CLERK OF COURTS.

**EXECUTIVE SESSIONS:**

REPORT OF EXECUTIVE SESSIONS HELD:

OCTOBER 29, 2018                      9:00 A.M.

**COURT ADMINISTRATION:**

**NOVEMBER 1, 2018**

MOTION BY MR. O'GUREK, SECONDED BY MR. CRAMPSIE, TO CHANGE THE RATE OF ONE (1) ADMINISTRATIVE ASSISTANT FROM \$14.69 PER HOUR (**GRADE 9 – STEP D**) TO \$13.84 PER HOUR (**GRADE 9 – STEP B**) EFFECTIVE NOVEMBER 1, 2018.

BOARD POLLED: CRAMPSIE YES  
O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

MOTION BY MR. CRAMPSIE, SECONDED BY MR. O'GUREK, TO CHANGE THE RATE OF ONE (1) DEPARTMENT CLERK III FROM \$12.68 PER HOUR (**GRADE 6 – STEP D**) TO \$11.60 PER HOUR (**GRADE 6 – STEP A**) EFFECTIVE NOVEMBER 5, 2018.

BOARD POLLED: CRAMPSIE YES  
O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO ABOLISH THE POSITION OF ONE (1) TEMPORARY PART-TIME CLERK AT \$10.02 PER HOUR (**GRADE 3 – STEP A**) EFFECTIVE NOVEMBER 1, 2018.

BOARD POLLED: CRAMPSIE YES  
O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

**CLERK OF COURTS:**

MOTION BY MS. HEANEY, SECONDED BY MR. CRAMPSIE, TO CHANGE THE RATE OF ONE (1) SECOND DEPUTY FROM \$18.95 PER HOUR (**GRADE 7 – STEP P**) TO \$12.18 PER HOUR (**GRADE 7 – STEP A**) EFFECTIVE NOVEMBER 1, 2018.

BOARD POLLED: HEANEY YES  
CRAMPSIE YES  
O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

MOTION BY MS. HEANEY, SECONDED BY MR. GERHARD, TO CHANGE THE RATE OF ONE (1) CLERICAL SPECIALIST FROM \$10.52 PER HOUR (**GRADE 4 – STEP A**) TO \$10.84 PER HOUR (**GRADE 4 – STEP B**) EFFECTIVE DECEMBER 4, 2018.

BOARD POLLED: HEANEY YES  
CRAMPSIE YES  
O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

**NOVEMBER 1, 2018**

MOTION BY MS. HEANEY, SECONDED BY MR. GERHARD, TO ESTABLISH THE POSITION OF ONE (1) TEMPORARY PART-TIME CLERK AT \$10.02 PER HOUR (**GRADE 3-STEP A**) EFFECTIVE NOVEMBER 1, 2018.

**\*EXCLUDED FROM RETIREMENT PLAN – NOT ANTICIPATED TO WORK 1000 HOURS.**

BOARD POLLED:	HEANEY	YES
	CRAMPSIE	YES
	O’GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

**CONTROLLER:**

**FISCAL/DATA PROCESSING:**

MOTION BY MR. CRAMPSIE, SECONDED BY MR. O’GUREK, TO CHANGE THE SALARY OF ONE (1) FISCAL/DATA PROCESSING SUPERVISOR FROM \$57,766.80 PER ANNUM TO \$61,654.95 FOR YEAR 2018.

**\*DUE TO ADDED HOURS DURING CHANGE IN THE COUNTY’S FINANCIAL SYSTEM.**

BOARD POLLED:	CRAMPSIE	YES
	O’GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

**PUBLIC DEFENDER:**

MOTION BY MR. O’GUREK, SECONDED BY MR. GERHARD, TO CHANGE THE RATE OF ONE (1) LEGAL SECRETARY III FROM \$15.73 PER HOUR (**GRADE 8 – STEP H**) TO \$12.79 PER HOUR (**GRADE 8 – STEP A**) EFFECTIVE NOVEMBER 1, 2018.

BOARD POLLED:	CRAMPSIE	YES
	O’GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

**AREA AGENCY ON AGING:**

MOTION BY MR. GERHARD, SECONDED BY MR. CRAMPSIE, TO ESTABLISH THE POSITION OF ONE (1)LIMITED TERM CASE AIDE II AT \$11.60 PER HOUR (**GRADE 6 – STEP A**) EFFECTIVE NOVEMBER 1, 2018.

BOARD POLLED:	CRAMPSIE	YES
	O’GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

**NOVEMBER 1, 2018**

**BUILDINGS & GROUNDS:**

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO CHANGE THE RATE OF ONE (1) PART-TIME CLEANING PERSON FROM \$10.02 PER HOUR (**GRADE 3 – STEP A**) TO \$10.32 PER HOUR (**GRADE 3 – STEP B**) EFFECTIVE NOVEMBER 13, 2018.

BOARD POLLED: CRAMPSIE YES  
O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO ESTABLISH THE POSITON OF ONE (1) MAINTENANCE II (AFSCME RESIDUAL UNION) AT THE PREVAILING RATE EFFECTIVE NOVEMBER 1, 2018.

BOARD POLLED: CRAMPSIE YES  
O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

**CHILDREN & YOUTH SERVICES:**

MOTION BY MR. GERHARD, SECONDED BY MR. CRAMPSIE, TO ESTABLISH THE POSITON OF ONE (1) COUNTY CASEWORKER II AT \$15.55 PER HOUR (**GRADE 12 – STEP A**) EFFECTIVE NOVEMBER 1, 2018.

BOARD POLLED: CRAMPSIE YES  
O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO ABOLISH THE POSITON OF ONE (1) COUNTY CASEWORKER I AT \$14.10 PER HOUR (**GRADE 10 – STEP A**) EFFECTIVE NOVEMBER 1, 2018.

BOARD POLLED: CRAMPSIE YES  
O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

**COMMISSIONERS' OFFICE:**

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO CHANGE THE RATE OF ONE (1) SECRETARY III FROM \$12.18 PER HOUR (**GRADE 7 – STEP A**) TO \$12.55 PER HOUR (**GRADE 7 – STEP B**) EFFECTIVE NOVEMBER 28, 2018.

BOARD POLLED: CRAMPSIE YES  
O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

**NOVEMBER 1, 2018**

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO CHANGE THE RATE OF ONE (1) ADMINISTRATIVE ASSISTANT/PARKING COORDINATOR FROM \$14.35 PER HOUR (**GRADE S 3 – STEP A**) TO \$14.78 PER HOUR (**GRADE S 3 – STEP B**) EFFECTIVE DECEMBER 4, 2018.

**S – INDICATES SUPERVISORY**

BOARD POLLED:	CRAMPSIE	YES
	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

**PARKING FUND:**

MOTION BY MR. CRAMPSIE, SECONDED BY MR. O'GUREK, TO CHANGE THE RATE OF ONE (1) PART-TIME PARKING/METER ATTENDANT FROM \$10.02 PER HOUR (**GRADE 3 – STEP A**) TO \$10.32 PER HOUR (**GRADE 3 – STEP B**) EFFECTIVE NOVEMBER 24, 2018.

BOARD POLLED:	CRAMPSIE	YES
	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

**COMMUNICATIONS CENTER:**

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO CHANGE THE RATE OF ONE (1) PART-TIME DISPATCHER FROM \$11.72 PER HOUR (**GRADE 5 – STEP C**) TO \$12.07 PER HOUR (**GRADE 5 – STEP D**) EFFECTIVE NOVEMBER 20, 2018.

BOARD POLLED:	CRAMPSIE	YES
	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

**PARKS:**

MOTION BY MR. CRAMPSIE, SECONDED BY MR. O'GUREK, TO CHANGE THE RATE OF ONE (1) LEAD SEASONAL PARK RANGER I FROM \$15.98 PER HOUR (**GRADE S 4 – STEP C**) TO \$15.07 PER HOUR (**GRADE S 4 – STEP A**) EFFECTIVE NOVEMBER 1, 2018.

**S – INDICATES SUPERVISORY**

BOARD POLLED:	CRAMPSIE	YES
	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

**NOVEMBER 1, 2018**

**PURCHASING:**

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO CHANGE THE RATE OF ONE (1) PURCHASING MANAGER FROM \$23.46 PER HOUR (**GRADE S 4 – STEP P**) TO \$15.07 PER HOUR (**GRADE S 4 – STEP A**) EFFECTIVE NOVEMBER 2, 2018.

**S-INDICATES SUPERVISORY**

BOARD POLLED:	CRAMPSIE	YES
	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD,

THE CHAIRMAN RECESSED THE MEETING OF THE CARBON COUNTY SALARY BOARD AT 10:46 A.M. TO BE RECONVENED NOVEMBER 8, 2018.

**NOVEMBER 8, 2018**

THE NOVEMBER 1, 2018 MONTHLY MEETING OF THE CARBON COUNTY SALARY BOARD WAS RECONVENED THIS DATE AT 10:34 A.M. IN THE COMMISSIONERS MEETING ROOM, COURT HOUSE ANNEX, JIM THORPE, PENNSYLVANIA.

PRESENT WERE WAYNE E. NOTHSTEIN, TOM J. GERHARD AND WILLIAM J. O'GUREK, CHIEF CLERK/COUNTY ADMINISTRATOR ELOISE K. AHNER, SOLICITOR DANIEL A. MISCAVIGE, EXECUTIVE SECRETARY MARIANNE BUTRIE, CONTROLLER ROBERT CRAMPSIE, TREASURER RONALD SHEEHAN, DIRECTOR OF ELECTIONS LISA DART, AND ASSISTANT COURT ADMINISTRATOR CINDY WINN.

**GUESTS:**

THERE WERE NO GUESTS CONCERNING SALARY BOARD BUSINESS.

**EXECUTIVE SESSIONS:**

THERE WERE NO EXECUTIVE SESSIONS HELD.

THERE WAS A BRIEF DISCUSSION REGARDING THE PURCHASING DEPARTMENT.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD,

**NOVEMBER 1, 2018**

THE MEETING OF THE CARBON COUNTY SALARY BOARD ADJOURNED AT  
10:36 A.M.

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ELOISE K. AHNER,  
CHIEF CLERK/COUNTY ADMINISTRATOR

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WAYNE E. NOTHSTEIN, CHAIRMAN