

SEPTEMBER 2, 2021

THE REGULAR MONTHLY MEETING OF THE CARBON COUNTY SALARY BOARD WAS HELD THIS DATE CONVENING AT 10:44 A.M. IN THE COMMISSIONER'S MEETING ROOM, CARBON COUNTY ADMINISTRATION BUILDING, JIM THORPE, PENNSYLVANIA, VIA THE ZOOM PLATFORM WITH LIVE STREAM FOR THE PUBLIC ON THE CARBON COUNTY COMMISSIONERS FACEBOOK PAGE.

PRESENT WERE COMMISSIONERS WAYNE E. NOTHSTEIN, CHRIS L. LUKASEVICH, AND ROCKY C. AHNER, CONTROLLER MARK A. SVERCHEK, CHIEF CLERK/COUNTY ADMINISTRATOR ELOISE K. AHNER, SOLICITOR DANIEL A. MISCAVIGE AND EXECUTIVE SECRETARY/OPEN RECORDS JEN BOGER.

HUMAN RESOURCES DIRECTOR DAWN BOWMAN, COURT ADMINISTRATOR GREG ARMSTRONG, CLERK OF COURTS TYRA BONI, PURCHASING DIRECTOR RHONDA WENRICH, SHERIFF'S CAPTAIN DANIEL ZEIGLER AND MEMBERS OF THE PRESS WERE ALSO PRESENT.

MINUTES:

MOTION BY MR. LUKASEVICH, SECONDED BY MR. SVERCHEK, TO APPROVE THE MINUTES OF THE PREVIOUS MEETINGS HELD AUGUST 12, 2021, AUGUST 19, 2021 AND AUGUST 26, 2021.

BOARD POLLED:	SVERCHEK	YES
	AHNER	YES
	LUKASEVICH	YES
	NOTHSTEIN	YES

GUESTS:

THERE WERE NO GUESTS CONCERNING SALARY BOARD BUSINESS.

EXECUTIVE SESSION:

REPORT OF EXECUTIVE SESSION HELD:

AUGUST 30, 2021 10:30 A.M.

SEPTEMBER 2, 2021
RECONVENED SEPTEMBER 9, 2021

COURTS:

COURT ADMINISTRATION:

MOTION BY MR. AHNER, SECONDED BY MR. LUKASEVICH, TO CHANGE THE RATE OF ONE (1) LEAD JUDICIAL SECRETARY FROM \$24.68 PER HOUR (**GRADE 10 – STEP S**) TO \$22.38 PER HOUR (**GRADE 11 – STEP N**) EFFECTIVE SEPTEMBER 18, 2021.

BOARD POLLED:	SVERCHEK	YES
	AHNER	YES
	LUKASEVICH	YES
	NOTHSTEIN	YES

MOTION BY MR. AHNER, SECONDED BY MR. LUKASEVICH, TO ABOLISH THE POSITION OF ONE (1) LEAD JUDICIAL SECRETARY TRAINEE AT \$21.10 PER HOUR (**GRADE 11 – STEP L**) EFFECTIVE SEPTEMBER 18, 2021.

BOARD POLLED:	SVERCHEK	YES
	AHNER	YES
	LUKASEVICH	YES
	NOTHSTEIN	YES

COURT COMPUTER:

MOTION BY MR. LUKASEVICH, SECONDED BY MR. AHNER, TO CHANGE THE RATE OF ONE (1) IT SPECIALIST FROM \$14.53 PER HOUR (**GRADE 10 – STEP A**) TO \$14.97 PER HOUR (**GRADE 10 – STEP B**) EFFECTIVE SEPTEMBER 21, 2021.

BOARD POLLED:	SVERCHEK	YES
	AHNER	YES
	LUKASEVICH	YES
	NOTHSTEIN	YES

ADULT PROBATION:

MOTION BY MR. AHNER, SECONDED BY MR. LUKASEVICH, TO CHANGE THE RATE OF ONE (1) TREATMENT COURT SPECIALIST FROM \$11.38 PER HOUR (**GRADE 5 – STEP A**) TO \$11.72 PER HOUR (**GRADE 5 – STEP B**) EFFECTIVE SEPTEMBER 21, 2021.

BOARD POLLED:	SVERCHEK	YES
	AHNER	YES
	LUKASEVICH	YES
	NOTHSTEIN	YES

JUVENILE COURT:

MOTION BY MR. LUKASEVICH, SECONDED BY MR. SVERCHEK, TO CHANGE THE RATE OF ONE (1) CHIEF JUVENILE PROBATION OFFICER FROM \$39.38 PER HOUR **(GRADE S 14 – STEP P)** TO \$32.03 PER HOUR **(GRADE S 14 – STEP I)** EFFECTIVE OCTOBER 2, 2021.

BOARD POLLED:	SVERCHEK	YES
	AHNER	YES
	LUKASEVICH	YES
	NOTHSTEIN	YES

MOTION BY MR. LUKASEVICH, SECONDED BY MR. SVERCHEK, TO ABOLISH THE POSITION OF ONE (1) CHIEF JUVENILE PROBATION OFFICER TRAINEE AT \$31.10 PER HOUR **(GRADE S 14 – STEP H)** EFFECTIVE OCTOBER 2, 2021.

BOARD POLLED:	SVERCHEK	YES
	AHNER	YES
	LUKASEVICH	YES
	NOTHSTEIN	YES

PROTHONOTARY:

MOTION BY MR. AHNER, SECONDED BY MR. SVERCHEK, TO CHANGE THE RATE OF ONE (1) AUTOMATION/PASSPORT PROCESSING CLERK FROM \$11.38 PER HOUR **(GRADE 5 – STEP A)** TO \$11.72 PER HOUR **(GRADE 5 – STEP B)** EFFECTIVE SEPTEMBER 14, 2021.

BOARD POLLED:	SVERCHEK	YES
	AHNER	YES
	LUKASEVICH	YES
	NOTHSTEIN	YES

SHERIFF:

MOTION BY MR. LUKASEVICH, SECONDED BY MR. AHNER, TO CHANGE THE RATE OF ONE (1) ADMINISTRATIVE ASSISTANT FROM \$14.69 PER HOUR **(GRADE 9 – STEP C)** TO \$13.84 PER HOUR **(GRADE 9 – STEP A)** EFFECTIVE SEPTEMBER 11, 2021.

BOARD POLLED:	SVERCHEK	YES
	AHNER	YES
	LUKASEVICH	YES
	NOTHSTEIN	YES

**SEPTEMBER 2, 2021
RECONVENED SEPTEMBER 9, 2021**

MOTION BY MR. LUKASEVICH, SECONDED BY MR. SVERCHEK, TO CHANGE THE RATE OF ONE (1) CIVIL PROCESS CLERK FROM \$12.07 PER HOUR (**GRADE 5 – STEP C**) TO \$11.38 PER HOUR (**GRADE 5 – STEP A**) EFFECTIVE SEPTEMBER 13, 2021.

BOARD POLLED:	SVERCHEK	YES
	AHNER	YES
	LUKASEVICH	YES
	NOTHSTEIN	YES

CHILDREN & YOUTH SERVICES:

MOTION BY MR. LUKASEVICH, SECONDED BY MR. AHNER, TO ESTABLISH THE POSITION OF ONE (1) COUNTY CASEWORKER II AT \$18.93 PER HOUR (**GRADE 13 – STEP E**) EFFECTIVE OCTOBER 5, 2021.

BOARD POLLED:	SVERCHEK	YES
	AHNER	YES
	LUKASEVICH	YES
	NOTHSTEIN	YES

MOTION BY MR. AHNER, SECONDED BY MR. LUKASEVICH, TO ABOLISH THE POSITION OF ONE (1) COUNTY CASEWORKER I AT \$16.02 PER HOUR (**GRADE 12 – STEP A**) EFFECTIVE OCTOBER 5, 2021.

BOARD POLLED:	SVERCHEK	YES
	AHNER	YES
	LUKASEVICH	YES
	NOTHSTEIN	YES

COMMUNICATIONS CENTER:

MOTION BY MR. LUKASEVICH, SECONDED BY MR. AHNER, TO CHANGE THE RATE OF ONE (1) PART-TIME DISPATCHER FROM \$13.32 PER HOUR (**GRADE 7 – STEP C**) TO \$13.72 PER HOUR (**GRADE 7 – STEP D**) EFFECTIVE SEPTEMBER 28, 2021.

BOARD POLLED:	SVERCHEK	YES
	AHNER	YES
	LUKASEVICH	YES
	NOTHSTEIN	YES

CORRECTIONS:

MOTION BY MR. LUKASEVICH, SECONDED BY MR. AHNER, TO ESTABLISH THE POSITIONS OF TWO (2) ASSISTANT DEPUTY WARDEN AT \$23.20 PER HOUR (**GRADE S 8 – STEP H**) EFFECTIVE SEPTEMBER 2, 2021.
S – INDICATES SUPERVISORY

**SEPTEMBER 2, 2021
RECONVENED SEPTEMBER 9, 2021**

***\$1.00 PER HOUR SHIFT DIFFERENTIAL APPLIES WHEN WORKING 2ND OR 3RD SHIFTS.**

BOARD POLLED:	SVERCHEK	YES
	AHNER	YES
	LUKASEVICH	YES
	NOTHSTEIN	YES

COMMISSIONERS' OFFICE:

MOTION BY MR. AHNER, SECONDED BY MR. LUKASEVICH, TO CHANGE THE RATE OF ONE (1) SECRETARY III FROM \$12.55 PER HOUR (**GRADE 7 – STEP A**) TO \$12.93 PER HOUR (**GRADE 7 – STEP B**) EFFECTIVE SEPTEMBER 21, 2021.

BOARD POLLED:	SVERCHEK	YES
	AHNER	YES
	LUKASEVICH	YES
	NOTHSTEIN	YES

PARKING FUND:

MOTION BY MR. LUKASEVICH, SECONDED BY MR. AHNER, TO ESTABLISH THE POSITIONS OF TWO (2) PARKING/METER TECHNICIANS AT \$11.95 PER HOUR (**GRADE 6 – STEP A**) EFFECTIVE SEPTEMBER 2, 2021.

BOARD POLLED:	SVERCHEK	YES
	AHNER	YES
	LUKASEVICH	YES
	NOTHSTEIN	YES

MOTION BY MR. AHNER, SECONDED BY MR. LUKASEVICH, TO ESTABLISH THE POSITION OF ONE (1) PART-TIME PARKING/METER TECHNICIAN AT \$11.95 PER HOUR (**GRADE 6 – STEP A**) EFFECTIVE SEPTEMBER 2, 2021.

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

BOARD POLLED:	SVERCHEK	YES
	AHNER	YES
	LUKASEVICH	YES
	NOTHSTEIN	YES

MOTION BY MR. LUKASEVICH, SECONDED BY MR. AHNER, TO ABOLISH THE POSITION OF ONE (1) PARKING/METER ATTENDANT AT \$11.16 PER HOUR (**GRADE 4 – STEP B**) EFFECTIVE SEPTEMBER 2, 2021.

BOARD POLLED:	SVERCHEK	YES
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**SEPTEMBER 2, 2021
RECONVENED SEPTEMBER 9, 2021**

AHNER YES
LUKASEVICH YES
NOTHSTEIN YES

MOTION BY MR. LUKASEVICH, SECONDED BY MR. AHNER, TO ABOLISH THE POSITION OF ONE (1) PART-TIME PARKING/METER ATTENDANT AT \$11.49 PER HOUR (**GRADE 4 – STEP C**) EFFECTIVE SEPTEMBER 2, 2021.

BOARD POLLED: SVERCHEK YES
AHNER YES
LUKASEVICH YES
NOTHSTEIN YES

MOTION BY MR. AHNER, SECONDED BY MR. LUKASEVICH, TO MODIFY THE POSITIONS OF THREE (3) PART-TIME PARKING/METER ATTENDANT AT \$11.16 PER HOUR (**GRADE 4 – STEP B**) EFFECTIVE SEPTEMBER 2, 2021.

BOARD POLLED: SVERCHEK YES
AHNER YES
LUKASEVICH YES
NOTHSTEIN YES

HUMAN RESOURCES DEPARTMENT:

MOTION BY MR. LUKASEVICH, SECONDED BY MR. AHNER, TO CHANGE THE RATE OF ONE (1) HUMAN RESOURCES ASSISTANT FROM \$13.84 PER HOUR (**GRADE 9 – STEP A**) TO \$14.26 PER HOUR (**GRADE 9 – STEP B**) EFFECTIVE OCTOBER 5, 2021.

BOARD POLLED: SVERCHEK YES
AHNER YES
LUKASEVICH YES
NOTHSTEIN YES

TAX ASSESSMENT:

MOTION BY MR. AHNER, SECONDED BY MR. LUKASEVICH, TO CHANGE THE RATE OF ONE (1) CHIEF ASSESSOR FROM \$23.18 PER HOUR (**GRADE S 11 – STEP C**) TO \$23.88 PER HOUR (**GRADE S 11 – STEP D**) EFFECTIVE SEPTEMBER 8, 2021.

BOARD POLLED: SVERCHEK YES
AHNER YES
LUKASEVICH YES
NOTHSTEIN YES

SEPTEMBER 2, 2021
RECONVENED SEPTEMBER 9, 2021

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD,

THE CHAIRMAN RECESSED THE MEETING OF THE CARBON COUNTY SALARY BOARD AT 10:53 A.M. TO BE RECONVENED SEPTEMBER 9, 2021.

SEPTEMBER 9, 2021

THE REGULAR MONTHLY MEETING OF THE CARBON COUNTY SALARY BOARD WAS HELD THIS DATE CONVENING AT 10:41 A.M. IN THE COMMISSIONER'S MEETING ROOM, CARBON COUNTY ADMINISTRATION BUILDING, JIM THORPE, PENNSYLVANIA, VIA THE ZOOM PLATFORM WITH LIVE STREAM FOR THE PUBLIC ON THE CARBON COUNTY COMMISSIONERS FACEBOOK PAGE.

PRESENT WERE COMMISSIONERS WAYNE E. NOTHSTEIN, CHRIS L. LUKASEVICH, AND ROCKY C. AHNER, CONTROLLER MARK A. SVERCHEK, CHIEF CLERK/COUNTY ADMINISTRATOR ELOISE K. AHNER, SOLICITOR DANIEL A. MISCAVIGE AND EXECUTIVE SECRETARY/OPEN RECORDS JEN BOGER.

TREASURER RONALD SHEEHAN, HUMAN RESOURCES DIRECTOR DAWN BOWMAN, COURT ADMINISTRATOR GREG ARMSTRONG, CLERK OF COURTS TYRA BONI, CLERK OF COURTS FIRST DEPUTY KAREN SWEENEY, ASSISTANT DIRECTOR OF ELECTIONS CAROL ETHERIDGE, REGISTER OF WILLS JEAN PAPAY, RECORDER OF DEEDS DONNA GENTILE, RECORDER OF DEEDS FIRST DEPUTY ANITA DIETRICH, PROTHONOTARY KAYLA SEMMEL, PROTHONOTARY'S FIRST DEPUTY KELLY SOLT, DISTRICT ATTORNEY MICHAEL GREEK, TOM GERHARD AND MEMBERS OF THE PRESS WERE ALSO PRESENT.

GUESTS:

JEAN PAPAY, REGISTER OF WILLS	RE: CLERK OF COURTS PROPOSAL REGARDING THE SALARY AND GRADE FOR THE FIRST DEPUTY
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KAYLA SEMMEL, PROTHONOTARY	RE: CLERK OF COURTS PROPOSAL REGARDING THE SALARY AND GRADE FOR THE FIRST DEPUTY
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DONNA GENTILE, RECORDER OF DEEDS	RE: QUESTIONED WHY IT IS ESSENTIAL TO PROPOSE A 12% SALARY
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**SEPTEMBER 2, 2021
RECONVENED SEPTEMBER 9, 2021**

INCREASE MID-YEAR INSTEAD OF
PROPOSING THE SALARY INCREASE
DURING THE BUDGET PERIOD

KAREN SWEENEY, CLERK OF COURTS
FIRST DEPUTY

RE: SALARY INCREASE BASED
ON EXPERIENCE

RON SHEEHAN, TREASURER

RE: SALARIES BASED ON EXPERIENCE;
SALARIES NOT BEIN IMPLEMENTED
ACCURATELY

TYRA BONI, CLERK OF COURTS

RE: COMPENSATION ISSUES WITH
COUNTY OFFICES

A BRIEF DISCUSSION WAS HELD.

EXECUTIVE SESSION:

REPORT OF EXECUTIVE SESSION HELD:

SEPTEMBER 7, 2021 3:30 P.M.

CLERK OF COURTS:

MOTION BY MRS. BONI, SECONDED BY MR. LUKASEVICH, TO CHANGE THE
RATE OF ONE (1) BENCH WARRANT CLERK FROM \$12.07 PER HOUR (**GRADE 5 – STEP
C**) TO \$11.38 PER HOUR (**GRADE 5 – STEP A**) EFFECTIVE SEPTEMBER 9, 2021.

MR. AHNER STATED THESE TYPES OF SALARY BOARD MATTERS SHOULD BE
DONE AT THE ANNUALLY MEETING.

MRS. BONI COMMENTED ON MID-YEAR SALARY BOARD MEETINGS
REGARDING THE CLERK OF COURTS OFFICE ARE DUE TO VARIOUS RESIGNATIONS
WITHIN THE OFFICE WITH EMPLOYEES ACCEPTING
HIGHER PAYING JOBS IN OTHER COUNTIES.

MR. LUKASEVICH NOTED PAY SHOULD BE BASED ON MERIT PERFORMED
THROUGH AN EFFECTIVE EVALUATION SYSTEM.

BOARD POLLED:	BONI	YES
	SVERCHEK	YES
	AHNER	YES
	LUKASEVICH	YES
	NOTHSTEIN	YES

MOTION BY MRS. BONI, SECONDED BY MR. LUKASEVICH, TO CHANGE THE RATE OF ONE (1) FIRST DEPUTY FROM \$19.46 PER HOUR (**GRADE S 5 – STEP G**) TO \$21.90 PER HOUR (**GRADE S 5 – STEP K**) EFFECTIVE SEPTEMBER 9, 2021.

BOARD POLLED:	BONI	YES
	SVERCHEK	NO
	AHNER	NO
	LUKASEVICH	YES
	NOTHSTEIN	NO

MOTION BY MRS. BONI, SECONDED BY MR. LUKASEVICH, TO CHANGE THE RATE OF ONE (1) FIRST DEPUTY FROM \$19.46 PER HOUR (**GRADE S 5 – STEP G**) TO \$21.26 (**GRADE S 5 – STEP J**) EFFECTIVE SEPTEMBER 9, 2021.

MR. LUKASEVICH NOTED HE MOVES TO CHANGE THE RATE, HOWEVER, HE FEELS THE INDIVIDUAL IS BEING UNDER COMPENSATED AS PER THE RATE PROPOSED.

BOARD POLLED:	BONI	YES
	SVERCHEK	NO
	AHNER	NO
	LUKASEVICH	YES
	NOTHSTEIN	NO

MOTION BY MRS. BONI, SECONDED BY MR. LUKASEVICH, TO CHANGE THE RATE OF ONE (1) FIRST DEPUTY FROM \$19.46 PER HOUR (**GRADE S 5 – STEP G**) TO \$20.64 PER HOUR (**GRADE S 5 – STEP I**) EFFECTIVE SEPTEMBER 9, 2021.

MR. LUKASEVICH NOTED HE MOVES TO CHANGE THE RATE, HOWEVER, HE FEELS THE INDIVIDUAL IS BEING UNDER COMPENSATED AS PER THE RATE PROPOSED.

BOARD POLLED:	BONI	YES
	SVERCHEK	NO
	AHNER	NO
	LUKASEVICH	YES
	NOTHSTEIN	NO

COMMISSIONERS OFFICE:

MOTION BY MR. AHNER, SECONDED BY MR. LUKASEVICH, TO ESTABLISH THE POSITION OF ONE (1) ADMINISTRATIVE ASSISTANT AT \$13.84 PER HOUR (**GRADE 9 – STEP A**) EFFECTIVE SEPTEMBER 9, 2021.

SEPTEMBER 2, 2021
RECONVENED SEPTEMBER 9, 2021

BOARD POLLED: SVERCHEK YES
 AHNER YES
 LUKASEVICH YES
 NOTHSTEIN YES

PARKING FUND:

MOTION BY MR. LUKASEVICH, SECONDED BY MR. AHNER, TO ESTABLISH THE POSITION OF ONE (1) PARKING ADMINISTRATOR/SENIOR TECHNICIAN AT \$16.30 PER HOUR (**GRADE S 5 – STEP A**) EFFECTIVE SEPTEMBER 9, 2021.

S – INDICATES SUPERVISORY

BOARD POLLED: SVERCHEK YES
 AHNER YES
 LUKASEVICH YES
 NOTHSTEIN YES

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD,

THE MEETING OF THE CARBON COUNTY SALARY BOARD ADJOURNED AT
11:13 A.M.

ELOISE K. AHNER,
CHIEF CLERK/COUNTY ADMINISTRATOR

WAYNE E. NOTHSTEIN, CHAIRMAN