

1. 10:00 A.M. Salary Board
Butler County Salary Board

Documents:

[SALARY BOARD MEETING AGENDA 09-15-2021 DRAFT.PDF](#)
[SALARY BOARD MEETING MINUTES 06-23-21D.PDF](#)



**Butler County Salary Board
Regular Meeting
September 15, 2021—10:00 A.M.**

CALL TO ORDER

PUBLIC COMMENT

APPROVAL OF MINUTES—June 23, 2021

NEW BUSINESS

Ratification of the following actions:

Court Administration

1. The follow job description(s) shall be sent to the Compensation Consultant (Archer) for evaluation:
 - Administrative/Financial Assistant
 - In-Custody Coordinator/Law Librarian

2. Creation: In-Custody Coordinator/Law Librarian, Pay Grade 7 (20.81—29.14)
Annual Salary: **[Salary Board will fix the salary at a later date]**
Effective Date: 07/19/2021
Status: Full Time (Benefits, Retirement)

3. Elimination: Administrative Assistant I, Pay Grade 4 (16.80—23.53)
Effective Date: 07/19/2021
Status: Full Time (Benefits, Retirement)

District Attorney

4. Elimination: Victim Witness Aide
(30% VOJO, 70% RASA)
Effective Date: 01/01/2021
Status: Full Time (Benefits, Retirement)

5. Elimination: Victim Witness Clerk
(30% VOJO, 70% RASA)
Effective Date: 01/01/2021
Status: Full Time (Benefits, Retirement)
6. Creation: Victim Witness Aide
(2.5% VOJO, 67.5% RASA, 30% VOCA)
Effective Date: 01/01/2021
Status: Full Time (Benefits, Retirement)
7. Creation: Victim Witness Clerk
(10% VOJO, 72.5% RASA, 17.5% VOCA)
Effective Date: 01/01/2021
Status: Full Time (Benefits, Retirement)

Changes in grant funding sources retroactive to 01/01/2021.

Sheriff

8. The Sheriff is requesting the following base rate:

Deputy Sheriff – Part Time
Hourly Rate: \$18.3615
Effective Date: 07/12/2021
Status: Part Time (No Benefits, No Retirement)

9. The Sheriff is requesting the following base rate:

Deputy Sheriff – Part Time
Hourly Rate: \$18.3615
Effective Date: 08/16/2021
Status: Part Time (No Benefits, No Retirement)

Human Services

10. Fix Salary: Administrative Services Manager, Pay Grade 9 (48,852—68,393)
Annual Salary: \$62,654.00
Effective Date: 08/15/2021
Status: Full Time (Benefits, Retirement)

Information Technology

11. Fix Salary: Systems Engineer, Pay Grade 11 (54,411—76,176)
Annual Salary: \$56,000.00
Effective Date: 08/23/2021
Status: Full Time (Benefits, Retirement)

Prison

12. Creation: Maintenance Supervisor, Pay Grade 7 (43,292—60,610)
Annual Salary: **[Salary Board will fix the salary at a later date]**
Effective Date: 07/01/2021
Status: Full Time (Benefits, Retirement)

Property & Revenue—Assessment

13. Creation: Property & Revenue Director, Pay Grade 14 (62,750—87,851)
Annual Salary: \$75,300.00
Effective Date: 03/14/2021
Status: Full Time (Benefits, Retirement)
14. Fix Salary: Administrative Assistant II, Pay Grade 5 (18.14—25.40)
Hourly Rate: \$22.2957
Effective Date: 07/26/2021
Status: Full Time (Benefits, Retirement)

Property & Revenue—Tax Claim

15. Eliminate: Tax Claim Director, Pay Grade 11 (54,411—76,176)
Annual Salary: \$59,676.02
Effective Date: 03/14/2021
Status: Full Time (Benefits, Retirement)

Property & Revenue—Planning

16. Eliminate: Administrative Assistant I, Pay Grade 4 (16.80—23.53)
Hourly Rate: \$17.6085
Effective Date: 08/15/2021
Status: Full Time (Benefits, Retirement)

17. Creation: Administrative Assistant III, Pay Grade 6 (19.48—27.27)
Hourly Rate: \$23.3700
Effective Date: 08/15/2021
Status: Full Time (Benefits, Retirement)

Approval of the following actions:

Clerk of Courts

18. Eliminate: Second Deputy Clerk of Courts, Pay Grade 4 (16.80—23.53)
Hourly Rate: \$23.5300
Effective Date: **01/01/2022**
Status: Full Time (Benefits, Retirement)

19. Creation: Second Deputy Clerk of Courts, Pay Grade 5 (18.14—25.40)
Hourly Rate: \$23.5300
Effective Date: **01/01/2022**
Status: Full Time (Benefits, Retirement)

Controller

20. Creation: First Deputy Controller, Pay Grade 14 (62,750—87,851)
Annual Salary: \$75,300.97
Effective Date: 09/20/2021
Status: Full Time (Benefits, Retirement)

Prothonotary

21. Eliminate: Second Deputy Prothonotary, Pay Grade 4 (16.80—23.53)
Hourly Rate: \$22.6683
Effective Date: **01/01/2022**
Status: Full Time (Benefits, Retirement)

22. Creation: Second Deputy Prothonotary, Pay Grade 5 (18.14—25.40)
Hourly Rate: \$22.6683
Effective Date: **01/01/2022**
Status: Full Time (Benefits, Retirement)

Recorder

23. Eliminate: Account Clerk I *
Hourly Rate: \$15.3425 (Hired after April 3, 2019)
Hourly Rate: \$19.6577 (Hired before April 3, 2019)
Effective Date: 09/15/2021
Status: Full Time (Benefits, Retirement)

***Must meet the requirements for an Accounts Clerk II and at the recommendation and discretion of the Recorder of Deeds and at least one (1) year after hire or later, each separate position would be eligible for promotion to Accounts Clerk II.**

24. Creation: Account Clerk II
Hourly Rate: \$16.1897 (Hired after April 3, 2019)
Hourly Rate: \$20.7431 (Hired before April 3, 2019)
Effective Date: 09/15/2021
Status: Full Time (Benefits, Retirement)

25. Eliminate: Account Clerk I *
Hourly Rate: \$15.3425 (Hired after April 3, 2019)
Hourly Rate: \$19.6577 (Hired before April 3, 2019)
Effective Date: 09/15/2021
Status: Full Time (Benefits, Retirement)

***Must meet the requirements for an Accounts Clerk II and at the recommendation and discretion of the Recorder of Deeds and at least one (1) year after hire or later, each separate position would be eligible for promotion to Accounts Clerk II.**

26. Creation: Account Clerk II
Hourly Rate: \$16.1897 (Hired after April 3, 2019)
Hourly Rate: \$20.7431 (Hired before April 3, 2019)
Effective Date: 09/15/2021
Status: Full Time (Benefits, Retirement)

27. Eliminate: Second Deputy Recorder, Pay Grade 4 (16.80—23.53)
Hourly Rate: **[Position is vacant]**
Effective Date: 09/15/2021
Status: Full Time (Benefits, Retirement)

28. Creation: Reconciliation Clerk I
Hourly Rate: \$18.0472 (Hired after April 3, 2019)
Hourly Rate: \$23.1230 (Hired before April 3, 2019)
Effective Date: 09/15/2021
Status: Full Time (Benefits, Retirement)

29. Eliminate: Account Clerk II
Hourly Rate: \$16.1897 (Hired after April 3, 2019)
Hourly Rate: \$20.7431 (Hired before April 3, 2019)
Effective Date: 09/15/2021
Status: Full Time (Benefits, Retirement)

30. Creation: Reconciliation Clerk I
Hourly Rate: \$18.0472 (Hired after April 3, 2019)
Hourly Rate: \$23.1230 (Hired before April 3, 2019)
Effective Date: 09/15/2021
Status: Full Time (Benefits, Retirement)

Register

31. Eliminate: Second Deputy Register, Pay Grade 4 (16.80—23.53)
Hourly Rate: \$23.5300
Effective Date: **01/01/2022**
Status: Full Time (Benefits, Retirement)

32. Creation: Second Deputy Register, Pay Grade 5 (18.14—25.40)
Hourly Rate: \$23.5300
Effective Date: **01/01/2022**
Status: Full Time (Benefits, Retirement)

Treasurer

33. Eliminate: First Deputy Treasurer, Pay Grade 7 (43,293—60,610)
Annual Salary: \$60,610.02
Effective Date: **01/01/2022**
Status: Full Time (Benefits, Retirement)

34. Creation: First Deputy Treasurer, Pay Grade 8 (46,073—64,502)
Annual Salary: \$60,610.02
Effective Date: **01/01/2022**
Status: Full Time (Benefits, Retirement)

35. Eliminate: Second Deputy Treasurer, Pay Grade 4 (16.80—23.53)
Hourly Rate: \$23.5300
Effective Date: **01/01/2022**
Status: Full Time (Benefits, Retirement)
36. Creation: Second Deputy Treasurer, Pay Grade 5 (18.14—25.40)
Hourly Rate: \$23.5300
Effective Date: **01/01/2022**
Status: Full Time (Benefits, Retirement)

Elections

37. Creation: Poll Worker & Precinct Coordinator, Pay Grade 6 (19.48—27.27)
Hourly Rate: \$20.00
Effective Date: 09/20/2021
Status: Full Time (Benefits, Retirement)

Property & Revenue—Assessment

38. Elimination: Chief Assessor, less than 1,000 hours
Hourly Rate: \$25.0000
Effective Date: 09/15/2021
Status: Part Time, Temporary (No Benefits, No Retirement)

Property & Revenue—Planning

39. Eliminate: CDBG Coordinator, Pay Grade 7 (43,293—60,610)
Annual Salary: \$60,610.02
Effective Date: **01/01/2022**
Status: Full Time (Benefits, Retirement)
40. Creation: CDBG Coordinator, Pay Grade 8 (46,073—64,502)
Annual Salary: \$60,610.02
Effective Date: **01/01/2022**
Status: Full Time (Benefits, Retirement)

All Offices and Departments

41. Approval of the following Pay Scale, for all non-union County employees, including employees of the Court, the Clerk of Courts, the Controller, the Coroner, the District Attorney, the Prothonotary, the Register, the Recorder, the Sheriff, and the Treasurer, effective January 1, 2022:

Grade	Minimum	Midpoint	Maximum
3	33,538.74	40,246.48	46,954.23
4	36,436.35	43,723.62	51,010.89
5	39,333.96	47,200.75	55,067.54
6	42,231.56	50,677.88	59,124.19
7	45,129.18	54,155.01	63,180.85
8	48,026.79	57,632.15	67,237.51
9	50,924.40	61,109.28	71,294.16
10	53,822.01	64,586.41	75,350.81
11	56,719.62	68,063.54	79,407.47
12	59,617.23	71,540.68	83,464.12
13	62,514.83	75,017.80	87,520.77
14	65,412.45	78,494.94	91,577.43
15	68,310.06	81,972.07	95,634.08
16	72,656.47	87,187.77	101,719.06
17	78,451.70	94,142.04	109,832.38
18	84,246.91	101,096.30	117,945.68
19	90,042.13	108,050.56	126,058.98
20	95,837.36	115,004.83	134,172.30
21	101,632.57	121,959.09	142,285.60

42. Approval of a _____% annual salary or hourly rate increase for all non-union department and agency employees, subject to the limitations of the County's Compensation Policy, effective January 1, 2022.
43. Approval of a _____% annual salary or hourly rate increase for all non-union employees of the **Court** subject to the limitations of the County's Compensation Policy, effective January 1, 2022.
44. Approval of a _____% annual salary or hourly rate increase for all non-union employees of the **Clerk of Courts** subject to the limitations of the County's Compensation Policy, effective January 1, 2022.
45. Approval of a _____% annual salary or hourly rate increase for all non-union employees of the **Controller** subject to the limitations of the County's Compensation Policy, effective January 1, 2022.
46. Approval of a _____% annual salary or hourly rate increase for all non-union employees of the **Coroner** subject to the limitations of the County's Compensation Policy, effective January 1, 2022.
47. Approval of a _____% annual salary or hourly rate increase for all non-union employees of the **District Attorney** subject to the limitations of the County's Compensation Policy, effective January 1, 2022.
48. Approval of a _____% annual salary or hourly rate increase for all non-union employees of the **Prothonotary** subject to the limitations of the County's Compensation Policy, effective January 1, 2022.
49. Approval of a _____% annual salary or hourly rate increase for all non-union employees of the **Register** subject to the limitations of the County's Compensation Policy, effective January 1, 2022.
50. Approval of a _____% annual salary or hourly rate increase for all non-union employees of the **Recorder** subject to the limitations of the County's Compensation Policy, effective January 1, 2022.
51. Approval of a _____% annual salary or hourly rate increase for all non-union employees of the **Sheriff** subject to the limitations of the County's Compensation Policy, effective January 1, 2022.
52. Approval of a _____% annual salary or hourly rate increase for all non-union employees of the **Treasurer** subject to the limitations of the County's Compensation Policy, effective January 1, 2022.

53. Review of the following positions, vacant for greater than six (6) months:

- AAA – Clerk Typist II (1,000 hours)
- AAA – RN (20 hours/week)
- Commissioners – Solicitor (1,000 hours)
- Controller – Deputy Controller
- Courts/DRS – Clerk I (1,000 hours)
- Courts/DRS – Clerk Typist I
- DA's Office – Victim Witness Clerk (1,000 hours)
- Election Bureau – Election Clerk (1,000 hours)
- Election Bureau – Election Clerk (1,000 hours)
- Election Bureau – Election Clerk (1,000 hours)
- Election Bureau – Election Clerk (1,000 hours)
- Facilities – Custodial Worker I / On-call (1,000 hours)
- Facilities – Laborer (1,000 hours)
- Recorder – Accounts Clerk I
- Treasurer – Reconciliation Clerk I

CONFERENCE TIME WITH MEDIA

ADJOURNMENT

Next Meeting: Wednesday, December 22, 2021 @ 10:00 AM

BUTLER COUNTY SALARY BOARD

Wednesday, June 23, 2021

10:00 a.m.

MINUTES

PRESENT

Commissioner Leslie Osche, Chairman
Commissioner Kimberly Geyer
Commissioner Kevin Boozel
Controller Ben Holland, Secretary
Treasurer Diane Marburger
H. William White, Solicitor
Lori Altman, Chief Clerk
Leo Stepanian II, Stepanian & Menchyk

Ann Brown, Commissioner's Office
Maria Malloy, Commissioner's Office
Lori Shah, Commissioner's Office
Pam Hammonds, Commissioner's Office
Leslie Powers, Controller's Office
Kristin Wilson, Controller's Office
Linda Sell, Controller's Office
Charlie Johns, Children & Youth
Aaron Sheasley, Elections
Steve Bicehouse, Emergency Services
Brandon Savochka, Human Services
Amanda Feltenberger, Human Services
Lance Welliver, Parks & Recreation
Kevin Gray, Planning
Sheryl Kelly, Planning
Wendy Leslie, Planning
Paula Grubbs, Butler Eagle
Tyler Friel, Butler Radio

CALL TO ORDER

Chairman Leslie Osche called the public meeting to order at 11:01 a.m. in the Government Center Annex Large (Planning) Conference Room, Butler County Government Center Annex, 124 W. Diamond Street, Butler, PA.

Ms. Osche announced that an executive session was held on June 3, 2021, and on June 16, 2021 for the purposes of discussing personnel matters.

PUBLIC COMMENT

No public comment was made.

¹ Whenever the board shall consider the number or salaries of the deputies or other employees of any county officer, such officer shall sit as a member of the board, as long as any matter affecting the office is under consideration and no longer.

APPROVAL OF THE MINUTES

Ms. Geyer motioned to approve the minutes from March 17, 2021; seconded by Ms. Boozel. Motion carried unanimously.

NEW BUSINESS

Ratification of the following action:

Prison

Fix Salary: Correction Officer **[20 positions]**
Hourly Rate: \$20.0000 / hour (per CBA)
Effective Date: 05/09/2021
Status: Part Time

Fix Salary: Correction Officer **[20 positions]**
Hourly Rate: \$18.0000 / hour
Effective Date: 05/09/2021
Status: Part Time, Irregular, less than 1,000 hours
(No Benefits, No Retirement)

Mr. Boozel motioned to approve; seconded by Ms. Geyer. Motion carried unanimously.

Creation: Shift Commander, Pay Grade 9 (23.49—32.88)
Hourly Rate: \$31.6702
Effective Date: 05/10/2021
Status: Full Time (Benefits, Retirement)

Ms. Geyer motioned to approve; seconded by Mr. Boozel. Motion carried unanimously.

Mr. DeMore is requesting the following job description be sent to a third party for evaluation:

- Maintenance Supervisor

Mr. Holland motioned to approve; seconded by Ms. Geyer. Motion carried unanimously.

Information Technology

Creation: IT Manager, Pay Grade 13 (59,971—83,959)
Annual Salary: \$75,060.00
Effective Date: 05/10/2021
Status: Full Time (Benefits, Retirement)

Mr. Boozel motioned to approve; seconded by Ms. Geyer. Motion carried unanimously.

Property & Revenue—Mapping

Fix Salary: Mapping Director, Pay Grade 8 (46,072—64,501)
Annual Salary: \$57,500.00
Effective Date: 05/03/2021
Status: Full Time (Benefits, Retirement)

Ms. Geyer motioned to approve; seconded by Mr. Boozel. Motion carried unanimously.

Property & Revenue—Assessment

Creation: Clerk Typist II *
Hourly Rate: 19.6577 / hour (per CBA) hired before April 2019
17.6919 / hour (per CBA) hired after April 2019
Effective Date: 05/04/2021
Status: Full Time (Benefits, Retirement)

*Position shall be eliminated upon vacancy of a Clerk Typist II.

Mr. Boozel motioned to approve; seconded by Ms. Geyer. Motion carried unanimously.

Central Mail Room

Eliminate: Central Postal Circulation Clerk **[2 positions]**
Hourly Rate: \$15.9035 / hour (per CBA)
Effective Date: 06/07/2021
Status: Part Time, less than 1,000 hours (No Benefits, No Retirement)

Creation: Central Mail Clerk
Hourly Rate: \$15.9035 / hour (per CBA)
Effective Date: 06/07/2021
Status: Full Time (Benefits, Retirement)

Ms. Geyer motioned to approve; seconded by Mr. Boozel. Motion carried unanimously.

Parks & Recreation

Fix Salary: Parks Program Director, Pay Grade 6 (19.48—27.27)
Hourly Rate: \$22.0000 / hour
Effective Date: 05/17/2021
Status: Full Time (Benefits, Retirement)

Ms. Geyer motioned to approve; seconded by Mr. Boozel. Motion carried unanimously.

Fix Salary: Parks & Recreation Director, Pay Grade 13 (59,971—83,959)
Annual Salary: \$82,009.18
Effective Date: 05/24/2021
Status: Full Time (Benefits, Retirement)

Ms. Geyer motioned to approve; seconded by Mr. Boozel. Motion carried unanimously.

Eliminate: Head Lifeguard
Hourly Rate: \$10.2500 / hour (1st year)
\$10.5000 / hour (2nd year)
\$10.7500 / hour (3rd year)
Effective Date: 05/27/2021
Status: Seasonal (No Benefits, No Retirement)

Eliminate: Assistant Head Lifeguard **[2 positions]**
Hourly Rate: \$09.5000 / hour (1st year)
\$09.7500 / hour (2nd year)
\$10.0000 / hour (3rd year)
Effective Date: 05/27/2021
Status: Seasonal (No Benefits, No Retirement)

Eliminate: Cashier **[2 positions]**
Hourly Rate: \$08.7500 / hour (1st year)
\$09.0000 / hour (2nd year)
\$09.2500 / hour (3rd year)
Effective Date: 05/06/2021
Status: Seasonal (No Benefits, No Retirement)

Eliminate: FT Lifeguard **[14 positions]**
Hourly Rate: \$08.7500 / hour (1st year)
\$09.0000 / hour (2nd year)
\$09.2500 / hour (3rd year)
Effective Date: 05/27/2021
Status: Seasonal (No Benefits, No Retirement)

Eliminate: PT Lifeguard **[14 positions]**
Hourly Rate: \$08.7500 / hour
Effective Date: 05/27/2021
Status: Seasonal (No Benefits, No Retirement)

Eliminate: Head Camp Counselor
Hourly Rate: \$10.2500 / hour (1st year)
\$10.5000 / hour (2nd year)
\$10.7500 / hour (3rd year)
Effective Date: 05/06/2021
Status: Seasonal (No Benefits, No Retirement)

Eliminate: Assistant Head Camp Counselor
Hourly Rate: \$09.5000 / hour (1st year)
\$09.7500 / hour (2nd year)
\$10.0000 / hour (3rd year)
Effective Date: 05/06/2021
Status: Seasonal (No Benefits, No Retirement)

Eliminate: Camp Counselor **[6 positions]**
Hourly Rate: \$08.7500 / hour (1st year)
\$09.0000 / hour (2nd year)
\$09.2500 / hour (3rd year)
Effective Date: 05/06/2021
Status: Seasonal (No Benefits, No Retirement)

Eliminate: Maintenance Worker **[2 positions]**
Hourly Rate: \$10.7500 / hour (1st year)
\$11.0000 / hour (2nd year)
\$11.5000 / hour (3rd year)
Effective Date: 05/06/2021
Status: Part Time, less than 1,000 hours (No Benefits, No Retirement)

Eliminate: Maintenance Worker
Hourly Rate: \$10.7500 / hour (1st year)
\$11.0000 / hour (2nd year)
\$11.5000 / hour (3rd year)
Effective Date: 05/06/2021
Status: Part Time, 500 hours (No Benefits, No Retirement)

Eliminate: Maintenance Worker **[2 positions]**
Hourly Rate: \$08.7500 / hour (1st year)
\$09.0000 / hour (2nd year)
\$09.2500 / hour (3rd year)
Effective Date: 05/06/2021
Status: Part Time, 500 hours (No Benefits, No Retirement)

Ms. Geyer motioned to approve; seconded by Mr. Boozel. Motion carried unanimously.

Creation: Lead Lifeguard **[2 positions]**
Hourly Rate: \$12.0000 / hour
Effective Date: 05/27/2021
Status: Seasonal (No Benefits, No Retirement)

Creation: Lifeguard **[22 positions]**
Hourly Rate: \$10.0000 / hour *
Effective Date: 05/27/2021
Status: Seasonal (No Benefits, No Retirement)

* Positions shall be eligible for certification reimbursement not to exceed \$200.00; and the positions shall be eligible for additional pay of \$200.00, if the employee instructs at least three (3) swimming lesson sessions; and the positions shall be eligible for additional pay of \$200.00, if the employee works at least half of the lane rental sessions; and the positions shall be eligible for additional pay not to exceed \$500.00, if the employee recruits another lifeguard for the season; and, the positions shall be eligible for additional pay of \$500.00, if the employee works more than 250 hours in the 2021 season.

Creation: Head Camp Counselor
Hourly Rate: \$11.5000 / hour (1st year)
\$11.7500 / hour (2nd year)
\$12.0000 / hour (3rd year)
Effective Date: 05/06/2021
Status: Seasonal (No Benefits, No Retirement)

Creation: Assistant Head Camp Counselor
Hourly Rate: \$10.5000 / hour (1st year)
\$10.7500 / hour (2nd year)
\$11.0000 / hour (3rd year)
Effective Date: 05/06/2021
Status: Seasonal (No Benefits, No Retirement)

Creation: Supervisor Cashier **[2 positions]**
Hourly Rate: \$10.5000 / hour (1st year)
\$10.7500 / hour (2nd year)
\$11.0000 / hour (3rd year)
Effective Date: 05/06/2021
Status: Seasonal (No Benefits, No Retirement)

Creation: Cashier **[4 positions]**
Hourly Rate: \$10.0000 / hour (1st year)
\$10.2500 / hour (2nd year)
\$10.5000 / hour (3rd year)
Effective Date: 05/06/2021
Status: Seasonal (No Benefits, No Retirement)

Creation: Maintenance Worker **[2 positions]**
Hourly Rate: \$12.0000 / hour (1st year)
\$12.2500 / hour (2nd year)
\$12.5000 / hour (3rd year)
Effective Date: 05/06/2021
Status: Part Time, less than 1,000 hours (No Benefits, No Retirement)

Creation: Maintenance Worker **[2 positions]**
Hourly Rate: \$10.5000 / hour (1st year)
\$10.7500 / hour (2nd year)
\$11.0000 / hour (3rd year)
Effective Date: 05/06/2021
Status: Part Time, 500 hours (No Benefits, No Retirement)

Creation: Maintenance Worker
Hourly Rate: \$12.5000 / hour
Effective Date: 05/06/2021
Status: Part Time, 500 hours (No Benefits, No Retirement)

Mr. Boozel motioned to approve; seconded by Ms. Geyer. Motion carried unanimously.

Facilities & Operations

1. Creation: Custodial Worker I *
Hourly Rate: \$23.6979 / hour (base) | \$25.3568 (longevity)
Effective Date: 05/17/2021
Status: Full Time (Benefits, Retirement)

*Position shall be eliminated upon vacancy.

Ms. Geyer motioned to approve; seconded by Mr. Boozel. Motion carried unanimously.

Property & Revenue

Mr. Gordon is requesting the following job description be sent to a third party for evaluation:

- Property & Revenue Director

Ms. Geyer motioned to approve; seconded by Mr. Boozel. Motion carried unanimously.

Elections

Fix Salary: Judge of Elections
Daily Rate: \$200 / day *
Effective Date: 05/11/2021
Status:

*Position is eligible to receive \$20 plus mileage for transporting returns.

Fix Salary: Majority Inspector of Elections
Daily Rate: \$185 / day
Effective Date: 05/11/2021
Status:

Fix Salary: Minority Inspector of Elections
Daily Rate: \$185 / day *
Effective Date: 05/11/2021
Status:

*Position is eligible to receive \$20 plus mileage for transporting returns.

Fix Salary: Clerks | Constables
Daily Rate: \$185 / day
Effective Date: 05/11/2021
Status:

Ms. Geyer motioned to approve; seconded by Mr. Holland. Motion carried unanimously.

Approval of the following action:

Treasurer

Ms. Marburger is requesting the following job description be sent to a third party for re-evaluation:

- First Deputy Treasurer
- Second Deputy Treasurer

Ms. Marburger motioned to approve; seconded by Ms. Geyer. Motion carried unanimously.

Clerk of Courts

Ms. Lotz is requesting the following job description be sent to a third party for re-evaluation:

- First Deputy Clerk of Courts
- Second Deputy Clerk of Courts

Mr. Holland motioned to approve; seconded by Ms. Geyer. Motion carried unanimously.

Register of Wills

Ms. Edwards is requesting the following job description be sent to a third party for re-evaluation:

- First Deputy Register of Wills
- Second Deputy Register of Wills

Mr. Holland motioned to approve; seconded by Mr. Boozel. Motion carried unanimously.

Controller

Creation: Internal Auditor II
Hourly Rate: \$20.5192 / hour (per CBA)
Effective Date: 06/24/2021—09/15/2021
Status: Full Time (Benefits, Retirement)

Mr. Holland motioned to approve; seconded by Mr. Boozel. Motion carried unanimously.

Elections

Mr. Sheasley is requesting the following job description be sent to a third party for evaluation:

- Poll Worker & Precinct Coordinator

Mr. Boozel motioned to approve; seconded by Ms. Geyer. Motion carried unanimously.

Human Services

Mr. Savochka is requesting the following job description be sent to a third party for re-evaluation:

- Housing Coordinator

Ms. Geyer motioned to approve; seconded by Ms. Osche. Mses. Osche and Geyer and Mr. Boozel voted in favor of the motion; Mr. Holland opposed the motion. Motion carried with three votes in favor; and one vote opposed.

Creation: Administrative Services Manager, Pay Grade 9 (48,852—68,393) *
Annual Salary: [Salary Board will fix the salary at a later date]
Effective Date: 07/01/2021
Status: Full Time (Benefits, Retirement)

*Position shall be eliminated upon vacancy of an Administrative Services Manager.

Mr. Holland motioned to approve; seconded by Mr. Boozel. Motion carried unanimously.

Planning

Mr. Gordon is requesting the following job description be sent to a third party for re-evaluation:

- CDBG Coordinator

Ms. Geyer motioned to approve; seconded by Ms. Osche. Motion carried unanimously.

Mr. Gordon is requesting the following job description be sent to a third party for evaluation:

- Deputy Director of Economic Development

Mr. Boozel motioned to approve; seconded by Ms. Geyer. Motion carried unanimously.

Amending the Compensation Policy:

Amend Section II

Add: Subsection B: Pay Scale Increases: The Pay Scale (pay grade midpoints) shall be adjusted annually, on January 1st, by the percentage change in the **Employment Cost Index (E.C.I.) for wages and salaries, for state and local government workers, by occupational group and industry (currently Table 11)** for *All workers*, for the 12-month period ending June 30th for the year preceding the adjustment.*

*Percentage changes shall be retrospective to January 1, 2021, effective on January 1, 2022.

Mr. Holland motioned to approve the revised Compensation Policy, as amended; seconded by Mr. Boozel. Motion carried unanimously. Ms. Marburger voted in favor of the motion, as the matter also affects her office of Treasurer.

Facilities & Operations

Eliminate: Maintenance Repairman **[3 positions]**
Hourly Rate: \$24.2903/ hour (per CBA)
Effective Date: 06/20/2021
Status: Full Time (Benefits, Retirement)

Prison

Creation: Maintenance Repairman **[3 positions]**
Hourly Rate: \$24.2903/ hour (per CBA)
Effective Date: 06/20/2021
Status: Full Time (Benefits, Retirement)

Mr. Boozel motioned to approve; seconded by Ms. Geyer. Motion carried unanimously.

CONFERENCE TIME WITH MEDIA

The minutes were suspended for conference time with the media.

ADJOURNMENT

Chairman Osche called for a motion to adjourn the meeting. Mr. Boozel motioned to adjourn; seconded by Ms. Geyer. The motion carried and the meeting was adjourned at 12:02 p.m.

Respectfully submitted,

Benjamin Holland
Secretary

Approved: September XX, 2021

DRAFT