

SB 22-01
01/12/2022

Commissioner Arnold called the Salary Board meeting to order at 9:04 a.m.

Present: Commissioners Arnold, Hall, and Herschel, Treasurer Jason Miller

Public Comment on Agenda Items:
No public comment.

Motion by Commissioner Hall to close public comment.
Second by Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to approve the minutes of the December 22, 2021 Salary Board Meeting.
Second by Commissioner Herschel. Ayes: Commissioners Arnold, Hall and Herschel. Abstain: Treasurer Miller. Motion carried.

Motion by Commissioner Hall to ratify and create the full-time, non-union position of Human Resources/Systems & Budget Coordinator, \$17.35 per hour, effective January 10, 2022, with a six-month probationary period and benefits according to the County Policy Manual and government mandates, per the recommendation of Brenna Anderson, Human Resources Generalist.
Second by Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to create the full-time, non-union position of IT Technician/Application Support Specialist, \$16.39 per hour, effective January 12, 2022, with a six-month probationary period and benefits according to the County Policy Manual and government mandates, per the recommendation of Stephen Janoski, Director of IT.
Second by Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to create the full-time, union-eligible position of Real Estate Tax Clerk Trainee, \$14.46 per hour, effective January 12, 2022, with a six-month probationary period and benefits according to the County Policy Manual and government mandates, per the recommendation of Sarah Seamans, Director of Assessment.
Second by Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to eliminate the full-time, non-union position of Human Resources Coordinator, effective January 12, 2022, per the recommendation of Brenna Anderson,
Second by Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to eliminate the full-time, union-eligible position of Head Real Estate Tax Clerk – Certified, effective January 12, 2022, per the recommendation of Sarah Seamans, Director of Assessment/Chief Assessor.
Second by Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to eliminate one full-time, non-union position of IT Technician, effective January 12, 2022, per the recommendation of Stephen Janoski, Director of IT/GIS Coordinator.
Second by Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to change the meal allowances for travel for non-union employees to \$9.00 for breakfast, \$15.00 for lunch, and \$31.00 for dinner, effective January 12, 2022. Second by Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to close the Salary Board Meeting. Second by Commissioner Herschel. Ayes: Unanimous. Motion carried.

Commissioner Arnold declared the Salary Board meeting adjourned at 9:07 a.m.

ATTEST:

Rebekah Hubbard, Chief Clerk

Susquehanna County Commissioners

Susquehanna County Treasurer

SB 22-02
01/26/2022

Commissioner Arnold called the Salary Board meeting to order at 9:14 a.m.

Present: Commissioners Arnold, Hall, and Herschel, Treasurer Jason Miller

Public Comment on Agenda Items:
No public comment

Motion by Commissioner Hall to close public comment. Second by Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to approve the minutes of the January 12, 2022 Salary Board Meeting, with the change to motion 4, hourly rate of \$14.46 per hour. Second by Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to ratify and create the full-time, union-eligible position of HVAC Technician/Maintenance Team Leader, salary TBD, effective January 24, 2022, with a six-month probationary period and benefits according to the Residual Bargaining Unit and County Policy Manual, per the recommendation of James Hawley, Director of Public Facilities. Second by Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to eliminate the full-time, union-eligible position of Maintenance Manager, effective January 26, 2022, per James Hawley, Director of Public Facilities. Second by Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to close the Salary Board Meeting. Second by Commissioner Herschel. Ayes: Unanimous. Motion carried.

Commissioner Arnold declared the Salary Board meeting adjourned at 9:16 a.m.

ATTEST:

Rebekah Hubbard, Chief Clerk

Susquehanna County Commissioners

Susquehanna County Treasurer

SB 22-03
02/09/2022

Commissioner Arnold called the Salary Board meeting to order at 9:05 a.m.

Present: Commissioners Arnold, Hall, and Herschel, Treasurer Jason Miller

Public Comment on Agenda Items:
No public comment.

Motion by Commissioner Hall to close public comment.
Second by Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to approve the minutes of the January 26, 2022 Salary Board Meeting.
Second by Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to create the temporary, full-time, non-union position of Processing Manager/Shipping Manager, \$13.49 per hour, effective February 9, 2022, with a six-month probationary period and benefits according to the County Policy Manual and Government Mandated Requirements.
Second by Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to close the Salary Board Meeting.
Second by Commissioner Herschel. Ayes: Unanimous. Motion carried.

Commissioner Arnold declared the Salary Board meeting adjourned at 9:06 a.m.

ATTEST:

Rebekah Hubbard, Chief Clerk

Susquehanna County Commissioners

Susquehanna County Treasurer

SB 22-04
02/23/2022

Commissioner Arnold called the Salary Board meeting to order at 9:02 a.m.

Present: Commissioners Arnold, Hall, and Herschel, Treasurer Jason Miller

Public Comment on Agenda Items:
No public comment

Motion by Commissioner Hall to close public comment.
Second by Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to approve the minutes of the February 9, 2022 Salary Board Meeting.
Second by Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to change the grade for the position of HVAC Technician/Maintenance Team Leader from a 5 to an 8, based on the additional facilities covered and level of certification/expertise needed, changing the start rate to \$28.85 per hour, effective February 23, 2022, per the recommendation of James Hawley, Director of Public Facilities.
Second by Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to change the grade for the position of Assistant Recycling Coordinator from a 2 to a 4, based on additional job duties, changing the start rate to \$16.39 per hour, effective February 23, 2022, per the recommendation of Jennifer Hibbard, Recycling Coordinator.
Second by Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to close the Salary Board Meeting.
Second by Commissioner Herschel. Ayes: Unanimous. Motion carried.

Commissioner Arnold declared the Salary Board meeting adjourned at 9:04 a.m.

ATTEST:

Rebekah Hubbard, Chief Clerk

Susquehanna County Commissioners

Susquehanna County Treasurer

SB 22-05

Commissioner Hall called the Salary Board meeting to order at 9:02 a.m.

Present: Commissioners Arnold, Hall, and Herschel, 1st Deputy Treasurer/Tax Claim Rebecca Wescott

Public Comment on Agenda Items:
No public comment.

Motion by Commissioner Arnold to close public comment.
Second by Commissioner Hershel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to approve the minutes of the February 23, 2022 Salary Board Meeting.
Second by Commissioner Hershel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to create the temporary, part-time, non-union position of Administrative Assistant for the Treasurer's Office, \$16.35 per hour, not to exceed 29 hours per week, effective April 27, 2022, with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirements, per the recommendation of Rebecca Wescott, 1st Deputy Treasurer/Tax Claim.
Second by Commissioner Hershel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to eliminate the temporary, full-time, non-union position of Processing Manager/Shipping Manager, effective April 27, 2022, per the recommendation of Jennifer Hibbard, Recycling Coordinator.
Second by Commissioner Hershel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to close the Salary Board Meeting.
Second by Commissioner Hershel. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Salary Board meeting adjourned at 9:05 a.m.

ATTEST:

Rebekah Hubbard, Chief Clerk

Susquehanna County Commissioners

Susquehanna County Treasurer

