

BUTLER COUNTY SALARY BOARD

Wednesday, December 22, 2021

10:00 a.m.

MINUTES

PRESENT

Commissioner Leslie Osche, Chairman
Commissioner Kimberly Geyer
Commissioner Kevin Boozel
Controller Ben Holland, Secretary
William Shaffer, Judge¹
Richard Goldinger, District Attorney¹
Kelly Ferrari, Prothonotary¹
Michael Slupe, Sheriff¹
Diane Marburger, Treasurer¹
H. William White, Solicitor
Lori Altman, Chief Clerk

Ann Brown, Commissioner's Office
Pamela Hammonds, Commissioner's Office
Leslie Powers, Controller's Office
Linda Sell, Controller's Office
Candace Graff, Courts
Douglas Ritson, Adult Probation
Steve Bicehouse, Communications
Charles May, Communications
Brandon Savochnka, Human Services
Charles Johns, CYS
Mark Gordon, Planning
Wendy Leslie, Planning
Kevin Gray, Planning
Joe DeMore, Prison
Paula Grubbs, Butler Eagle
Tyler Friel, Butler Radio

CALL TO ORDER

Chairman Leslie Osche called the Salary Board meeting to order at 10:06 a.m. in the Public Meeting Room, Butler County Government Center, 124 W. Diamond Street, Butler, PA.

PUBLIC COMMENT

No Public comment was made.

APPROVAL OF MINUTES

Mr. Boozel motioned to approve the minutes from November 16, 2021; seconded by Ms. Geyer. Motion carried unanimously.

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.

NEW BUSINESS

Ratification of the following actions:

Treasurer

Elimination: Seasonal Worker **[3 Positions]**
Hourly Rate: \$8.2500
Effective Date: 12/05/2021
Status: Seasonal, less than 1,000 hours (No Benefits, No Retirement)

Creation: Seasonal Worker **[3 Positions]**
Hourly Rate: \$12.0000
Effective Date: 12/05/2021
Status: Seasonal, less than 1,000 hours (No Benefits, No Retirement)

Ms. Marburger noted the higher rate is a result of the compressed period of time to hire.

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

Approval of the following actions:

Courts

Fix Salary: Administrative Assistant III, Pay Grade 6 (20.30 – 28.42) [2022 Pay Scale]
Hourly Rate: \$23.1900
Effective Date: 01/03/2022
Status: Full Time (Benefits, Retirement)

Fix Salary: Administrative Assistant III, Pay Grade 6 (20.30 – 28.42) [2022 Pay Scale]
Hourly Rate: \$23.1900
Effective Date: 01/17/2022
Status: Full Time (Benefits, Retirement)

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

District Attorney

Elimination: Intelligence Officer¹
Hourly Rate: \$11.3000
Effective Date: 12/22/2021
Status: Part-Time, 500 hours (No Benefits, No Retirement)
¹ Funded 100% by Drug Task Force

Creation: Intelligence Officer¹
Hourly Rate: \$25.0000
Effective Date: 12/22/2021
Status: Part-Time, 300 hours (No Benefits, No Retirement)
¹ Funded 100% by Drug Task Force

Mr. Goldinger noted the hourly rate has not been increased for a very significant amount of time.

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

Elimination: Clerk Typist I ¹
Base Hourly Rate: \$20.3852 * [CBA base rate, effective 01/01/22]
Effective Date: 01/03/2022
Status: Full Time (Benefits, Retirement)

¹ Position converts to Clerk Typist II after 18 months of employment.

Creation: Clerk Typist II
Base Hourly Rate: \$20.7296 * [CBA base rate, effective 01/01/22]
Effective Date: 01/03/2022
Status: Full Time (Benefits, Retirement)

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

Prothonotary

Elimination: First Deputy Prothonotary, Pay Grade 7 (45,129 – 63,180) [2022 Pay Scale]
Annual Salary: \$51,571.32
Effective Date: 01/03/2022
Status: Full Time (Benefits, Retirement)

Creation: First Deputy Prothonotary, Pay Grade 7 (45,129 – 63,180) [2022 Pay Scale]
Annual Salary: \$54,155.01
Effective Date: 01/03/2022
Status: Full Time (Benefits, Retirement)

This action represents an 11.5% increase in pay for the employee.

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

Children & Youth

Fix Salary: Administrative Assistant II, Pay Grade 5 (18.91 – 26.47) [2022 Pay Scale]
Hourly Rate: \$21.0000
Effective Date: 01/03/2022
Status: Full Time (Benefits, Retirement)

This action represents an 18.7% increase in pay for the employee.

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

Parks & Recreation

For the 2022 pool season, all Lifeguard positions shall be eligible for certification reimbursement not to exceed \$200.00; and the Lifeguard positions shall be eligible for additional pay of \$200.00, if an employee instructs at least three (3) swimming lesson sessions; and the Lifeguard positions shall be eligible for additional pay of \$200.00, if an employee works half or more of the lane rental sessions; and, the Lifeguard positions shall be eligible for additional pay of \$500.00, if an employee works at least 250 hours in the 2022 season; and the Lifeguard positions may be eligible for a bonus not to exceed \$500.00, if an employee recruits another lifeguard for the 2022 season.

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

Prison

Fix Salary: Maintenance Supervisor, Pay Grade 7 (45,129 – 63,181) [2022 Pay Scale]
Annual Salary: \$58,736.70
Effective Date: 01/03/2022
Status: Full Time (Benefits, Retirement)

This action represent a 6.0% percent increase in pay for the employee.

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

Property & Revenue

Creation: Solicitor, Pay Grade 19 (43.29—60.61) [2022 Pay Scale]
Hourly Rate: \$60.0000 ¹
Effective Date: 11/16/2021
Status: Part Time, less than 1,000 hours (Dental/Vision, No Retirement)

¹ External hire—employees hire date is after September 30, 2021; and, the position shall not be eligible for a pay increase on 01/01/2022.

The position was previously created on November 16, 2021, to be effective on January 1, 2022. This action amends the effective date of the position retroactive to November 16, 2021.

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

Commissioners

The follow job description(s) shall be sent to the Compensation Consultant (Archer) for evaluation:

- Chief of Operations

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

Ms. Osche stated that an executive session was held on December 21, 2021, at 2 p.m. for purposes of discussing personnel issues related to the Compensation Policy.

All offices and Departments

Mr. Holland motioned to approve revised changes to the County's Compensation policy; seconded by Ms. Geyer. After some discussion, Mr. Holland motioned to table the action; seconded by Ms. Geyer; and the motion to table carried unanimously.

ADJOURNMENT

Ms. 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 10:47 a.m.

Respectfully submitted,

Benjamin Holland, Secretary
Butler County Salary Board ²

Approved:

² The chairperson of the board of county commissioners shall be chairperson of the salary board and the county controller or county treasurer, as the case may be, shall be secretary of the board. (Section 1622 of the Pennsylvania County Code, Act 154 of 2018)