



DAUPHIN COUNTY BOARD OF COMMISSIONERS

SALARY BOARD

JANUARY 11, 2023

MEMBERS PRESENT

Mike Pries, Chairman
Chad Saylor
George P. Hartwick, III
Fran Chardo (Item C only)

Mary K. Bateman (ABSENT)

STAFF PRESENT

J. Scott Burford, Chief Clerk; Joseph A. Curcillo, III, Esq., Solicitor; Fran Chardo, District Attorney; Stephen Libhart, Deputy Chief Clerk; Chris Davis, Director of Budget & Finance; Donna Miller, Risk Manager; Fred Lighty, Esq., Solicitor's Office; Katie Hornberger, Human Resources; Jennifer Simpson, Court Administration; Frank Haulman, Information Technology; Security Guard; Jessica Spandler, Commissioners' Office; Ruby Doub, Commissioners' Office; and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Rev. Earl Harris, Dan Mosel, and Everett Hamilton

MINUTES

CALL TO ORDER

Mr. Pries, Chairman of the Board, called the meeting to order.

SALARY BOARD ITEMS

A. Court Administration

1. Create a Full-Time Divorce Hearing Office position, Pay Level 00121, Step 01, Grade 01, Salary \$33.53 p/h, effective January 23, 2023.
- B. Probation Services
 1. Create a Full-Time Administrative Assistant I position, Pay Level 01484, Step 01, Grade 01, Salary \$18.23 p/h, effective January 23, 2023.
- C. District Attorney
 1. Create a Full-Time Paralegal II position, Pay Level 09338, Step 01, Grade 01, Salary \$21.27 p/h, effective January 23, 2023.
 2. Abolish a Full-Time Teamsters Legal Stenographer position, Pay Level 09335, Step 01, Grade 01, Salary \$17.23 p/h, effective January 23, 2023.
 3. Create a Full-Time Paralegal II position, Pay Level 09338, Step 01, Grade 01, Salary \$21.27 p/h, effective January 23, 2023.
 4. Abolish a Full-Time Administrative Assistant II position, Pay Level 09337, Step 01, Grade 01, Salary \$20.41 p/h, effective January 23, 2023.
 5. Create two (2) Full-Time Paralegal II position, Pay Level 09338, Step 01, Grade 01, Salary \$21.27 p/h, effective January 23, 2023.
 6. Abolish two (2) Full-Time Paralegal I position, Pay Level 09337, Step 01, Grade 01, Salary \$20.41 p/h, effective January 23, 2023.
 7. Create a Full-Time Asset Forfeiture Coordinator position, Pay Level 09339, Step 01, Grade 01, Salary \$22.24 p/h, effective January 23, 2023.
 8. Abolish a Full-Time Legal Stenographer position, Pay Level 09335, Step 01, Grade 01, Salary \$17.23 p/h, effective January 23, 2023.
 9. Create four (4) Full-Time Team Support Associate positions, Pay Level 09335, Step 01, Grade 01, Salary \$17.23 p/h, effective January 23, 2023.
 10. Abolish four (4) Full-Time Clerk III positions, Pay Level 09334, Step 01, Grade 01, Salary \$15.86 p/h, effective January 23, 2023.
- D. Voter Registration/Elections
 1. Create a Full-Time Deputy for Registration position, Pay Level 00117, Step 01, Grade 01, Salary \$27.05 p/h, effective December 26, 2022.
 2. Abolish a Full-Time Administrative Assistant position, Pay Level 00106, Step 01, Grade 01, Salary \$15.85 p/h, effective December 26, 2022.
 3. Create a Full-Time Machine Technician/Records Retention position, Pay Level 01015, Step 01, Grade 01, Salary \$15.91 p/h, effective December 26, 2022.
- E. Solid Waste Management & Recycling
 1. Create a Full-Time Operations Assistant position, Pay Level 00105, Step 01, Grade 01, Salary \$15.38 p/h, effective January 9, 2023.
 2. Abolish a Full-Time Recycling Center Assistant position, Pay Level 00105, Step 01, Grade 01, Salary \$15.38 p/h, effective January 9, 2023.
 3. Create a Full-Time Operations Manager position, Pay Level 00112, Step 01, Grade 01, Salary \$21.62 p/h, effective January 9, 2023.
 4. Abolish a Full-Time Lead Recyclable Materials Collector position, Pay Level 01016, Step 01, Grade 01, Salary \$17.01 p/h, effective January 9, 2023.
- F. Treasurer
 1. Create a Full-Time Acting Treasurer position, Pay Level 00003, Step 01, Grade 01, Salary \$23.93.

G. 2023 Pay Scales and Pay Increases.

Mr. Saylor asked if Items A and B could be tabled. He is having a meeting with the President Judge to gather more information.

It was moved by Mr. Saylor and seconded by Mr. Hartwick that the Board table Items A and B, listed above under Salary Board Items.

Question: Mr. Pries – Aye; Mr. Saylor – Aye; and Mr. Hartwick – Aye; motion carried.

It was moved by Mr. Chardo and seconded by Mr. Hartwick that the Board approve Item C listed above under Salary Board Items.

Question: Mr. Pries – Aye; Mr. Saylor – Aye; Mr. Hartwick – Aye; and Mr. Chardo – Aye; motion carried.

It was moved by Mr. Saylor and seconded by Mr. Hartwick that the Board approve Items D through G listed above under Salary Board Items.

Question: Mr. Pries – Aye; Mr. Saylor – Aye; and Mr. Hartwick – Aye; motion carried.

ADJOURNMENT

There being no further business, the Board adjourned.

Transcribed by: Richie-Ann Martz