

**SALARY BOARD MINUTES**  
**REGULAR MEETING**  
**February 3, 2021 AT 11:00 A.M.**

1. Call to Order
2. Silent Prayer
3. Pledge of Allegiance
4. Roll Call

Commissioner Lohr  
Commissioner Vicites (via Zoom)  
Commissioner Dunn (via Zoom)  
Controller Abraham (via Zoom)

Also in attendance: Solicitor Jack Purcell

5. Public Comment on Agenda Items

None

6. Consider approving the Salary Board Minutes of September 16, 2020

Moved by: Commissioner Dunn

Seconded by: Commissioner Vicites

Commissioner Lohr    Aye  
Commissioner Vicites    Aye  
Commissioner Dunn    Aye  
Controller Abraham    Aye

7. Consider approving the Salary Board Reorganization Minutes of January 4, 2021

Moved by: Commissioner Dunn

Seconded by: Commissioner Vicites

Commissioner Lohr    Aye  
Commissioner Vicites    Aye  
Commissioner Dunn    Aye  
Controller Abraham    Aye

## 8. Commissioners

- Consider approving a 3% general pay increase effective January 1, 2021 for all full time, non-union employees under the Commissioners Unit except for FCBHA and CYS employees due to their separate compensation plan. This would include employees at Steps SR and SR1.

Moved by: Commissioner Dunn      Seconded by: Commissioner Vicites

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye

## 9. Treasurer

- Consider approving a 3% general pay increase effective January 1, 2021 for full-time, non-union employees including employees at Steps SR and SR1.

Moved by: Treasurer Apicella      Seconded by: Commissioner Dunn

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye
Treasurer Apicella	Aye

## 10. Sheriff's Office

- Consider approving a 3% general pay increase effective January 1, 2021 for full-time, non-union employees including employees at Steps SR and SR1.

Moved by: Sheriff Custer      Seconded by: Commissioner Dunn

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye
Sheriff Custer	Aye

- Consider **reclassifying** the current position of Full-Time, Security Officer, SEIU Union, Pay Grade 4, Step SR, \$11.90/hr (\$24,752 annually) to Full-Time Security Officer SEIU Union, Pay Grade 10, Step SR, \$14.53/hr (\$30,222.40 annually) ...Re-Class Grievance

Moved by: Sheriff Custer      Seconded by: Commissioner Dunn

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye
Sheriff Custer	Aye

- Consider **reclassifying** the current position of Full-Time, Security Officer II, SEIU Union, Pay Grade 9, Step SR, \$14.04/hr (\$ 29,203.20 annually) to Full-Time Security Officer II, SEIU Union, Pay Grade 13, Step SR, \$16.08/hr (\$33,446.40 annually) .... Re-Class Grievance

Moved by: Sheriff Custer      Seconded by: Commissioner Dunn

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye
Sheriff Custer	Aye

## 11. Register of Wills

- Consider approving a 3% general pay increase effective January 1, 2021 for full-time, non-union employees including employees at Steps SR and SR1.

Moved by: Register of Wills Redman      Seconded by: Commissioner Dunn

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye
Register of Wills Redman	Aye

- Consider **creating** a Full-Time, Office Coordinator, SEIU Union, Pay Grade 10, Step SR, \$14.53/hr (\$28,333.50 annually), effective immediately.

Moved by: Register of Wills Redman      Seconded by: Commissioner Dunn

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye
Register of Wills Redman	Aye

- Consider **reclassifying** the current position of Full-Time, Legal Secretary III, SEIU Union, Pay Grade 9, Step SR, \$14.04/hr (\$ 27,378.00 annually) to Office Coordinator, SEIU Union, Pay Grade 10, Step SR, \$14.53/hr (\$28,333.50 annually), effective immediately.... Re-Class Grievance

Moved by: Register of Wills Redman      Seconded by: Controller Abraham

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye
Register of Wills Redman	Aye

- Consider **abolishing** the Full-Time, Legal Secretary III position, SEIU Union, Pay Grade 9, SR \$14.04/hr, (\$27,378.00 annually), effective immediately.

Moved by: Register of Wills Redman

Seconded by: Controller Abraham

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye
Register of Wills Redman	Aye

## **12. Recorder of Deeds**

- Consider approving a 3% general pay increase effective January 1, 2021 for full-time, non-union employees including employees at Steps SR and SR1.

Moved by: Recorder of Deeds Vargo

Seconded by: Controller Abraham

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye
Recorder of Deeds Vargo	Aye

## **13. Public Defender**

- Consider **creating** (1) Full Time, Assistant Public Defender-Specialty Courts, Non- Union, Non-Supervisor, Pay Grade 17, Step SR, \$18.61/hr (\$36,289.50 annually) effective immediately.

Moved by: Commissioner Dunn

Seconded by: Commissioner Vicites

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye

## **14. Prison**

- Consider **creating** (1) additional Full Time, Lieutenant, Non-Union, Supervisor, Pay Grade 18, Step SR, \$24.88/hr (\$51,750.40 annually) effective immediately.

Moved by: Controller Abraham

Seconded by: Commissioner Vicites

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye

## 15. Prothonotary

- Consider approving a 3% general pay increase effective January 1, 2021 for full-time, non-union employees including employees at Steps SR and SR1.

Moved by: Prothonotary Frankhouser

Seconded by: Controller Abraham

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye
Prothonotary Frankhouser	Aye

## 16. Parks & Recreation

- Consider **creating** a Full-Time, Parks & Trails Groundskeeper position, Non-Union, Non-Supervisor, Pay Grade 12, Step SR, \$15.40/hr (\$30,030.00 annually), effective immediately.

Moved by: Commissioner Dunn

Seconded by: Commissioner Vicites

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye

- Consider **creating** a Part-Time, Parks & Trails Worker position, \$12.00/hr, max of 14 weeks @ 37.5 hrs per week, effective immediately.

Moved by: Commissioner Dunn

Seconded by: Commissioner Vicites

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye

## 17. Election Bureau

- Consider **creating** a Full Time, Deputy Director of Voters, Non- Union, Supervisor, Pay Grade 8, Step SR, \$17.05/hr (\$33,247.50 annually) effective immediately.

Moved by: Commissioner Dunn

Seconded by: Commissioner Vicites

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye

- Consider **creating** a Full Time, Election Technology Manager, Non- Union, Supervisor, Pay Grade 8, Step SR, \$17.05/hr (\$33,247.50 annually) effective immediately.

Moved by: Commissioner Dunn      Seconded by: Commissioner Vicites

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye

## **18. District Attorney's Office**

- Consider approving a 3% general pay increase effective January 1, 2021 for full-time, non-union employees including employees at Steps SR and SR1.

Moved by: District Attorney Bower      Seconded by: Controller Abraham

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye
District Attorney Bower	Aye

- Consider **creating** a Full-Time, Legal Secretary II position, SEIU Union, Pay Grade 7, Step SR, \$13.11/hr (\$25,564.50 annually), effective immediately.

Moved by: District Attorney Bower      Seconded by: Commissioner Dunn

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye
District Attorney Bower	Aye

- Consider **reclassifying** the current position of Full-Time, Legal Secretary I position, SEIU Union, Pay Grade 5, Step SR, \$12.30/hr (\$23,985.00 annually) to Full-Time, Legal Secretary II, SEIU Union, Pay Grade 7, Step SR, \$13.11/hr (\$25,564.50 annually) effective immediately.

Moved by: District Attorney Bower      Seconded by: Commissioner Dunn

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye
District Attorney Bower	Aye

- Consider **abolishing** the Full-Time, Legal Secretary I position, SEIU Union, Pay Grade 5, Step SR, \$12.30/hr, (\$23,985.00 annually), effective immediately.

Moved by: District Attorney Bower Seconded by: Commissioner Dunn

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye
District Attorney Bower	Aye

- Consider **reclassifying** the current position of Full Time, Accountant Clerk/Drone Operator/ Investigator/Certified Cellbrite Operator, Non-Union, Supervisor, Pay Grade 12, Step SR, \$19.83/hr (\$38,668.50 annually) to Full-Time, Accountant Clerk/Drone Operator/ Investigator/Certified Cellbrite Operator, Non-Union, Supervisor, Pay Grade 18, Step SR, \$ 24.94/hr (\$48,633.00 annually) effective immediately. (NEED JOB DESCRIPTION)

Moved by: District Attorney Bower Seconded by: Commissioner Dunn

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye
District Attorney Bower	Aye

- Consider **creating** (1) additional Full Time, Lead Assistant District Attorney, Non- Union, Supervisor, Pay Grade 19, Step SR, \$25.89/hr (\$50,485.50 annually) effective immediately.

Moved by: District Attorney Bower Seconded by: Commissioner Dunn

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye
District Attorney Bower	Aye

- Consider **abolishing** (2) Part-Time Assistant District Attorney positions, Non-Union, Non-Supervisor, Pay Grade 20, Step SR, \$20.85/hr, (\$40,657.50 annually), effective immediately.

Moved by: District Attorney Bower Seconded by: Commissioner Dunn

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye
District Attorney Bower	Aye

## 19. Court of Common Pleas

- Consider approving a 3% general pay increase effective January 1, 2021 for full-time, non-union employees including employees at Steps SR and SR1.

Moved by: Judge Wagner Seconded by: Commissioner Dunn

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye
Judge Wagner	Aye

- Consider **reclassifying** the current position of Full-Time, Judicial Law Clerk, Non- Union, Non-Supervisor, Pay Grade 18, Step SR, \$19.33/hr (\$37,693.50 annually) to Full-Time, Judicial Law Clerk, Non-Union, Non-Supervisor, Pay Grade 19, Step SR, \$20.04/hr (\$39,078.00 annually) effective immediately.

Moved by: Judge Wagner Seconded by: Commissioner Dunn

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye
Judge Wagner	Aye

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## (JUVENILE PROBATION)

- Consider **creating** a Full-Time, Juvenile Probation Supervisor position, Non-Union, Supervisor, Pay Grade 18, Step SR, \$24.94/hr (\$48,633.00 annually), effective immediately.

Moved by: Judge Wagner Seconded by: Commissioner Vicites

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye
Judge Wagner	Aye



## **20. Coroner's Office**

- Consider approving a 3% general pay increase effective January 1, 2021 for full-time, non-union employees including employees at Steps SR and SR1.

Moved by: Coroner Reilly    Seconded by: Commissioner Vicites

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye
Coroner Reilly	Aye

- Consider **creating** a Full-Time, Office Manager position, Non- Union, Supervisor, Pay Grade 6, Step SR, \$15.80/hr, (\$30,810.00 annually), effective immediately.

Moved by: Commissioner Vicites    Seconded by: Commissioner Lohr

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye
Coroner Reilly	Aye

- Consider **abolishing** (1) Part-Time, Clerk position, Non-union, Non-supervisor \$12.00/hr x 20hrs per week (\$12,480.00 annually), effective immediately.

Moved by: Commissioner Lohr    Seconded by: Coroner Reilly

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye
Coroner Reilly	Aye

## **21. Controller's Office**

- Consider approving a 3% general pay increase effective January 1, 2021 for full-time, non-union employees including employees at Steps SR and SR1.

Moved by: Controller Abraham    Seconded by: Commissioner Dunn

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye

- Consider **abolishing** the Full-Time, Payroll Coordinator position, SEIU Union, Pay Grade 14, Step SR, \$16.64/hr, (\$32,448.00 annually), effective immediately.

Moved by: Controller Abraham      Seconded by: Commissioner Vicites

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye

## **22. Clerk of Courts**

- Consider approving a 3% general pay increase effective January 1, 2021 for full-time, non-union employees including employees at Steps SR and SR1.

Moved by: Clerk of Courts Dye      Seconded by: Commissioner Vicites

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye
Clerk of Courts Dye	Aye

## **23. Assessment**

- Consider **creating** a Full-Time, Department Clerk III, SEIU Union, Pay Grade 7, Step SR, \$13.11/hr (\$25,564.50 annually), effective immediately.

Moved by: Commissioner Dunn      Seconded by: Commissioner Vicites

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye

- Consider **reclassifying** the current position of Full-Time, Department Clerk I, SEIU Union, Pay Grade 3, Step SR, \$11.53/hr (\$22,483.50 annually) to Department Clerk III, SEIU Union, Pay Grade 7, Step SR, \$13.11/hr (\$25,564.50 annually), effective immediately.... Re-Class Grievance

Moved by: Commissioner Dunn      Seconded by: Commissioner Vicites

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye

- Consider **abolishing** the Full-Time, Department Clerk I position, SEIU Union, Pay Grade 3, SR \$11.53/hr, (\$22,483.50 annually), effective immediately.

Moved by: Commissioner Dunn

Seconded by: Commissioner Vicites

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye

#### 24. Public Comment on Salary Board matters

None

#### 25. Adjourn

Moved by: Commissioner Lohr

Seconded by: Controller Abraham

Commissioner Lohr	Aye
Commissioner Vicites	Aye
Commissioner Dunn	Aye
Controller Abraham	Aye