

(Board's Agenda)

SALARY BOARD MEETING

December 1, 2021
Immediately Following Public Meeting

Chairman calls meeting to order.

MOTION BY SALARY BOARD MEMBER –

To approve Minute No. SB 11-18-21 dated November 18, 2021.

Chairman asks for PUBLIC COMMENTS.

**ELECTED OFFICIAL: (COMMISSIONER TO MAKE MOTION ON BEHALF OF PRESIDENT
JUDGE DISALLE IN HIS ABSENCE)**

BOARD'S CONSIDERATION

President Judge DiSalle – Courts

MAKE MOTION PER AGENDA

CHAIRMAN NOTES FOR THE RECORD – It is the consensus of the Salary Board that any procedural errors in the 2021 salary schedule book may be corrected administratively by Human Resources.

RECESS

The Washington County Salary Board met in session in the Public Meeting Room of the Courthouse Square Office Building, Washington, Pennsylvania, for the purpose of reconvening with the following members being present: Commissioners Diana Irey Vaughan, Larry Maggi, Nick Sherman and Controller Mike Namie. Also being present: Solicitor Jana Grimm; Chief of Staff John Haynes; Human Resources Director Shelli Arnold; Recorder of Deeds Debbie Bardella; Clerk of Courts Brenda Davis; Prothonotary Laura Hough; Executive Secretaries Marie Trossman and Patrick Geho; Chief Clerk Cindy Griffin; Secretary Paula Jansante; Observer Reporter representative Brad Hundt and WJPA representative Joe Jasek.

Mrs. Vaughan called the meeting to order at approximately 2:58 p.m.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving Minute No. SB 11-4-21 dated November 4, 2021, as written.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Mr. Namie – Yes.

Motion carried unanimously.

PUBLIC COMMENT

Clerk of Courts Brenda Davis spoke with regard to today's motion to create a new position in Tax Revenue for \$77,000 and to abolish the current position in the Recorder of Deed's office for \$67,195. She explained that the previous elected official had stated that she saved the Washington County taxpayers two million dollars overseeing the Recorder of Deeds office as well as the Tax Claim Bureau while managing Tax Claim at no additional compensation or cost to the County. Ms. Davis stated that the newly elected official has offered to continue that same practice. Ms. Davis stated that it seems that the Commissioners have their own form of Home Rule Charter which was voted down by the public. She indicated that the elected official would be more transparent than a new director as the director would be reporting to the Commissioners

Commissioner Vaughan clarified that no positions were removed from the Recorder of Deeds office and that these functions were performed solely by the Recorder of Deeds at no cost to the county. Commissioner Vaughan stated that the current Chief Assessor has done this job for a number of years and will assume all responsibilities that the former elected official was also performing outside the Recorder of Deeds department.

FOR THE BOARD'S CONSIDERATION

TAX REVENUE

Tax Revenue, Director of Revenue to Director of Revenue, Chief Assessor, and Director Tax Claim Bureau, \$0.00 to \$77,000.00/year; title change and increase in annual salary for one (1) full-time salaried position effective 11/22/21.

Tax Revenue, Chief Assessor, \$67,195.80/year; abolish one (1) full-time salaried position effective 11/22/21.

Prior to the vote Mr. Namie stated that while he appreciated Ms. Davis's comments, he wanted to clarify that regardless of who the individual is, whether an elected official or department head, that the person is not separate from the Board of Commissioners. He explained that the Director of Tax Claim reports to the Board of Commissioners because under the law, Tax Claim is under the responsibility of the Commissioners.

Moved by Mr. Sherman, seconded by Mr. Namie approving the foregoing personnel request.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Mr. Namie – Yes.

Motion carried unanimously.

Mrs. Vaughan noted for the record the following leaves of absences:
Joyce Thornburg, Administrative Assistant, Intermittent, 11/05/21 to 11/05/22

Mrs. Vaughan stated for the record, items noted during 2021 were incorporated into the Salary Book. It is the consensus of the Salary Board that any procedural errors in the 2021 salary schedule book may be corrected administratively by Human Resources.

There being no further business, Mrs. Vaughan declared the meeting recessed at approximately 3:04 p.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

_____, 2021

ATTEST: _____

CHIEF CLERK

