

*~Minutes~*

**SALARY BOARD MEETING**

**June 12, 2025**

(Meetings recorded and destroyed after mtg. mins. approval)

**CALL TO ORDER** Commissioner Nancy Grupp called the meeting to order at 11:00 a.m.

**MOMENT OF SILENCE**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL** Commissioner Nancy Grupp, Commissioner Paul Heimel, Commissioner Robert Rossman, Chief Clerk Jessica Giebel and Executive Administrative Assistant Paige Barroqueiro; all present. Treasurer Krista Miller absent.

**PUBLIC COMMENT**

**MINUTES** – April 3, 2025 ~ **Action** ~ Comm. Rossman moved to approve. Comm. Heimel seconded. Rossman yes; Heimel yes; Grupp abstain.

**NEW BUSINESS**

Creation of Seasonal Part-Time Maintenance Position Retro~ **Action** ~ Comm. Rossman moved to approve. Comm. Heimel seconded. Rossman yes; Heimel yes; Grupp yes.

Set salary for the Seasonal Part-Time Maintenance Position ~ **Action** ~ Comm. Heimel moved to set the salary range at \$13.50 - \$15.50. Comm. Rossman seconded. Heimel yes; Rossman yes; Grupp yes.

Amend Part-Time Maintenance Positions to be Seasonal Part-Time Maintenance Positions ~ **Action** ~ Comm. Heimel moved to approve. Comm. Grupp seconded. Heimel yes; Grupp yes; Rossman yes.

Remove Human Resource Administrator Stipend from the complement ~ **Action** ~ Comm. Rossman moved to approve. Comm. Grupp seconded. Rossman yes; Grupp yes; Heimel yes.

Creation of Human Resource Manager Position (exempt) ~ **Action** ~ Comm. Rossman moved to approve. Comm. Heimel seconded. Rossman yes; Heimel yes; Grupp yes.

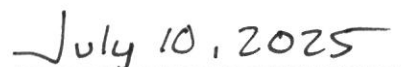
Set salary for the Human Resource Manager Position ~ **Action** ~ Comm. Rossman moved to set the salary range at \$46,000 - \$50,000. Comm. Heimel seconded. Rossman yes; Heimel yes; Grupp yes.

**PERSONNEL ACTIONS**

**ADJOURNMENT** ~ **Action** ~ Comm. Rossman moved to adjourn. Comm. Grupp seconded. Rossman yes; Grupp yes; Heimel yes.



Potter County Executive Administrative Assistant



Approval Date

C

E

C

E

C

E

C