

~Minutes~

SALARY BOARD MEETING

January 09, 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

AMEND AGENDA ~ **Action** ~ Comm. Grupp moved to amend the agenda to remove items 1, 2, and 5. Comm. Rossman seconded. Grupp yes; Rossman yes; Heimel yes; Miller yes.

PUBLIC COMMENT

MINUTES – December 12, 2024 ~ **Action** ~ Treasurer Miller moved to approve. Comm. Rossman seconded. Miller yes; Rossman yes; Grupp yes; Heimel yes.

NEW BUSINESS

Creation of Temporary Part-Time VSO Trainer position ~~~stricken from agenda~~~

Set Salary Range for Temporary Part-Time VSO Trainer position ~~~stricken from agenda~~~

Modify Salary Range for Deputy I – Prothonotary & Clerk of Courts ~ **Action** ~ Comm. Rossman moved to adjust current salary range from \$15.50 - \$17.50 to \$16 - \$18 to account for the \$0.50 increase for being in a dual office. Comm. Heimel seconded. Treasurer Miller noted that there should not be a bonus for having a dual office because they are staffed with more employees to compensate for being a dual office. She also added that the treasurer's Deputy I shouldn't be excluded from a bonus and that the range for all Deputy I positions should be \$22 - \$24 because they can fall into an elected official's position. Commissioner Heimel clarified what a dual office is and how it differs from other elected offices. Treasurer Miller stated that according to county code, dual office elected officials should only make \$2,000 more than other elected officials but that gap is closer to \$8,000 - \$9,000 and should be corrected. Commissioner Grupp recognized Ashley Gledhill as having a vote on the action. Ashley clarified that her dual office runs three separate operations and requires more training than other elected offices. Rossman yes; Heimel yes; Grupp yes; Gledhill yes; Miller nay. Motion passes.

Modify Salary Range for Deputy I - Register of Wills & Recorder of Deeds ~ **Action** ~ Comm. Grupp moved to adjust current salary range from \$15.50 - \$17.50 to \$16 - \$18 to account for the \$0.50 increase for being in a dual office. Comm. Rossman seconded. Treasurer Miller reiterated her previous comments about the role of a deputy I in a dual office. Grupp yes; Rossman yes; Heimel yes. Miller nay. Motion passes.

Modify VSO Salary Range ~~~stricken from agenda~~~

PERSONNEL ACTIONS

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


Potter County Executive Administrative Assistant

February 20, 2025
Approval Date

