

CONFERENCE AGENDA
WEDNESDAY, AUGUST 30, 2023, 11:00 A.M.
PIKE COUNTY COMMISSIONERS

1. Call to Order

PUBLIC COMMENTS/QUESTIONS CONCERNING TODAY'S AGENDA

1. Approve Agenda.
2. Approve payment from **GENERAL FUND (County Bills)** **\$581,945.28**

PERSONNEL

1. Motion to promote **FRANK VOGEL** to Aging Care Management Supervisor 1 for the Area Agency on Aging for a 40-hour work week, effective September 24, 2023.
2. Motion to hire **LISA GOLSHIRAZI** as a part-time Driver in the Transportation Department for less than 1,000 hours per year, retroactive to August 28, 2023. This is a replacement position.
3. Motion to hire **FRANK SEK** as part-time Central Booking Technician in the District Attorney's Office for less than 1,000 hours per year, effective September 13, 2023. This is a replacement position.
4. Motion to acknowledge receipt of a letter from Warden Lowe advising that he has hired, with Prison Board approval, the following individuals as full-time Correctional Officers for the Correctional Facility, for a 40-hour work week, effective September 11, 2023, with benefits after 90 days: **JAMES BELTRAN, RONALD RIGUARD, QUANISHA HENDERSON-MUNDY, AND MICHAEL PANISSE**. These are replacement positions.
5. Motion to acknowledge receipt of a letter from Warden Lowe advising that he has hired, with Prison Board approval, the following individuals as full-time Treatment Counselors for the Correctional Facility, for a 40-hour work week, effective September 11, 2023, with benefits after 90 days and completion of a one (1) year probationary period: **JEAN BONO AND TARA MUNSON**. These are replacement positions.
6. Motion to acknowledge receipt of a letter from Warden Lowe advising that he has promoted, with Prison Board approval, the following individuals from the position of Correctional Officer to the rank of Sergeant, retroactive to August 28, 2023: **DYLAN MCKINNON, ELNORA FRIPP, AND ERIC SELFRIDGE**.
7. Motion to acknowledge receipt of a letter from Warden Lowe advising that he has promoted **TANYA TORRES**, with Prison Board approval, from the position of Administrative Clerk to full-time Fiscal Technician, for a 40-hour work week, retroactive to August 16, 2023, with benefits.
8. Motion to acknowledge receipt of a letter from Warden Lowe advising that he has promoted **JOHN AVERY**, with Prison Board approval, from the position of Maintenance Staff Member to Director of Building Services, for a 40-hour work week, retroactive to August 18, 2023, with benefits.
9. Motion to approve the transfer of **ELIZABTH TRIPLETT** from the Prothonotary's Office to the position of Clerk/Receptionist in the Adult Probation Office, effective September 11, 2023. This is a replacement position.
10. Motion to create a temporary full-time Clerk position in the Prothonotary's Office.
11. Motion to hire **WANDA CHRISTINE BARNETT** as a full-time Clerk in the Prothonotary's Office for a 37.5-hour work week, retroactive to August 28, 2023, with benefits after 90 days. This is a replacement position.
12. Motion to hire **DAVID N. MARRA** as Assistant District Attorney in the District Attorney's Office, for a 37.5-hour work week, effective September 25, 2023, with benefits after 90 days. This is a replacement position.

Motion to recess the Commissioners' Conference to hold a Salary Board Meeting.

SALARY BOARD

1. Motion to increase the annual salary of **FRANK VOGEL** to \$44,500.00 for a 40-hour work week, effective September 24, 2023 due to his promotion to Aging Care Management Supervisor 1 for the Area Agency on Aging
2. Motion to set the hourly rate of **LISA GOLSHIRAZI** at \$15.00 per hour as a part-time Driver in the Transportation Department for less than 1,000 hours per year, effective August 28, 2023.
3. Motion to set the hourly rate of **FRANK SEK** at \$19.00 per hour as part-time Central Booking Technician in the District Attorney's Office for less than 1,000 hours per year, effective September 13, 2023.
4. Motion to set the hourly rate of the following individuals at \$25.46 per hour as full-time Correctional Officers for the Correctional Facility, for a 40-hour work week, effective September 11, 2023, with benefits after 90 days: **JAMES BELTRAN, RONALD RIGUARD, QUANISHA HENDERSON-MUNDY, AND MICHAEL PANISSE**.
5. Motion to set the hourly rate of the following individuals at \$19.25 per hour as full-time Treatment Counselors for the Correctional Facility, for a 40-hour work week, effective September 11, 2023, with benefits after 90 days and completion of a one (1) year probationary period: **JEAN BONO AND TARA MUNSON**.

6. Motion to increase the annual salaries of the following individuals to \$81,943.68 due to their promotions from the position of Correctional Officer to the rank of Sergeant, retroactive to August 28, 2023: **DYLAN MCKINNON, ELNORA FRIPP, AND ERIC SELFRIDGE.**
7. Motion to set the hourly rate of **TANYA TORRES** at \$20.00 per hour due to her promotion from the position of Administrative Clerk to full-time Fiscal Technician, for a 40-hour work week, retroactive to August 16, 2023, with benefits.
8. Motion to increase the annual salary of **JOHN AVERY** to \$67,485.60 due to his promotion from Maintenance Staff Member to Director of Building Services, for a 40-hour work week, retroactive to August 18, 2023, with benefits.
9. Motion to set the hourly rate of **ELIZABTH TRIPLETT** at \$15.75 per hour due to her transfer of from the Prothonotary's Office to the position of Clerk/Receptionist in the Adult Probation Office, effective September 11, 2023.
10. Motion to set the hourly rate of **WANDA CHRISTINE BARNETT** at \$12.75 per hour as a full-time Clerk in the Prothonotary's Office for a 37.5-hour work week, retroactive to August 28, 2023, with benefits after 90 days.
11. Motion to set the annual salary of **DAVID N. MARRA** at \$87,978.00 as Assistant District Attorney in the District Attorney's Office, for a 37.5-hour work week, effective September 25, 2023, with benefits after 90 days.

Motion to reconvene the Commissioners' Conference.

OLD BUSINESS

1. Motion to authorize the Chairman to execute the Contract Documents and Technical Specifications for Springbrook Road Over Rattlesnake Creek Bridge Replacement Project.

NEW BUSINESS

1. Motion to execute the Contract for Professional Services between Herbert Rowland & Grubic, Inc. and the County of Pike, on behalf of the Planning & Mapping Office.
2. Motion to authorize the Chairman to execute the Fiscal Year 2023 – 2024 County Human Services Plan Assurance of Compliance, on behalf of the Office of Human Services.
3. Motion to authorize the Chairman to execute the Fiscal Year 2023 – 2024 County Human Services Plan Assurance of Compliance, on behalf of the Joinder Board.
4. Motion to execute the Medical Assistance Transportation Grantee Cost Report for Fiscal Year 2023 – 2024, on behalf of the Transportation Department.
5. Motion to authorize the Chairman to execute the Geocache Identification Form Agreements between the Department of Conservation and Natural Resources, Bureau of State Parks / Bureau of Forestry and the County of Pike, on behalf of the Scenic Rural Character Preservation Program.
6. Motion to execute the Certification Statement for the period of April 1, 2023 to June 30, 2023, on behalf of Children and Youth Services.
7. Motion to authorize the Chairman to execute the 2023-2024 New Business Application for Directors and Officers Insurance, on behalf of the Conservation District.

PRESS & PUBLIC COMMENTS/QUESTIONS/ADJOURNMENT

THE NEXT PUBLIC MEETING OF THE PIKE COUNTY COMMISSIONERS WILL BE HELD ON WEDNESDAY, SEPTEMBER 6, 2023 AT 11:00 A.M. IN THE PIKE COUNTY ADMINISTRATION BUILDING.