

THE ANNUAL MEETING OF THE CARBON COUNTY SALARY BOARD WAS HELD THIS DATE CONVENING AT 1:30 P.M. IN THE COMMISSIONERS MEETING ROOM, COURT HOUSE ANNEX, JIM THORPE, PENNSYLVANIA.

PRESENT WERE COMMISSIONERS WAYNE E. NOTHSTEIN, TOM J. GERHARD, WILLIAM J. O'GUREK, CHIEF CLERK/COUNTY ADMINISTRATOR ELOISE K. AHNER, SOLICITOR DANIEL A. MISCAVIGE, EXECUTIVE SECRETARY MARIANNE P. BUTRIE, CONTROLLER ROBERT M. CRAMPSIE, CLERK OF COURTS WILLIAM MCGINLEY, DISTRICT ATTORNEY GARY DOBIAS, HUMAN RESOURCES DIRECTOR DAWN BOWMAN, JUDGE ROGER NANOVIC, COURT ADMINISTRATOR ROBERTA BREWSTER, PROTHONOTARY JOANN BEHRENS, PUBLIC DEFENDER GREGORY MOUSSEAU, RECORDER OF DEEDS EMMETT MCCALL, REGISTER OF WILLS/CLERK OF ORPHANS COURT JUDY MOON, SHERIFF DWIGHT NOTHSTEIN, AND TREASURER RONALD SHEEHAN.

**MINUTES:**

MOTION BY MR. GERHARD, SECONDED BY MR. CRAMPSIE, TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD DECEMBER 5, 2013.

BOARD POLLED:	CRAMPSIE	YES
	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

**GUESTS:**

THERE WERE NO GUESTS CONCERNING SALARY BOARD BUSINESS.

**EXECUTIVE SESSIONS:**

REPORT OF EXECUTIVE SESSIONS HELD:

NOVEMBER 7, 2013	1:15 P.M.
DECEMBER 6, 2013	1:30 P.M.
DECEMBER 13, 2013	10:00 A.M.
JANUARY 2, 2014	2:00 P.M.

**SET POSITIONS & SALARIES:**

**COURT OFFICES:**

MOTION BY JUDGE NANOVIC, SECONDED BY MR. CRAMPSIE, TO ESTABLISH THE POSITIONS AND SALARIES OF THE COURT OFFICES, EFFECTIVE JANUARY 1, 2014:

AS LISTED ON EXHIBITS J1 – J6:

**COURT ADMINISTRATION**

3	**LAW CLERK	\$	32,086.60		14	C
1	LAW CLERK (TEMPORARILY)	\$	32,086.60		14	C
1	LAW CLERK (TEMPORARILY)	\$	31,158.40		14	B
1	CERTIFIED COURT REPORTER	\$	24.91 /HR		12	R
1	CERTIFIED COURT REPORTER	\$	23.48 /HR		12	P
1	CERTIFIED COURT REPORTER	\$	22.13 /HR		12	N
1	LEAD JUDICIAL SECRETARY	\$	20.09 /HR		10	N
1	JUDICIAL SECRETARY	\$	17.84 /HR		10	J
1	JUDICIAL SECRETARY	\$	15.84 /HR		10	F
1	ADMINISTRATIVE ASSISTANT	\$	13.81 /HR		9	C
1	ADMINISTRATIVE ASSISTANT	\$	13.02 /HR		9	A
1	DEPARTMENT CLERK III	\$	11.26 /HR		6	A
	(ALSO JURY SELECTION COMMISSION)					
6	*TIPSTAFFS (825 DAYS TOTAL)	\$	99.12 /DIEM		N/A	

**\*\*ADDITIONAL \$1,200 PER ANNUM TO BE PAID FOR YEAR 01/01/2014 – MONIES WILL BE REIMBURSED BY CARBON COUNTY BAR ASSOCIATION.**

**\*EXCLUDED FROM RETIREMENT PLAN – NOT ANTICIPATED TO WORK 1000 HOURS.**

**COURT COMPUTER INFORMATION SYSTEMS**

1	DIRECTOR/COMPUTER SYSTEMS	\$	46,537.40		S 10	J
1	COMPUTER ASSISTANT	\$	15.38 /HR		10	E

**S – INDICATES SUPERVISORY**

**DISTRICT JUSTICES**

1	DISTRICT JUSTICE OFFICE SUPERVISOR I	\$	20.66 /HR		S 2	P
1	DISTRICT JUSTICE OFFICE SUPERVISOR I	\$	20.06 /HR		S 2	O
1	DISTRICT JUSTICE OFFICE SUPERVISOR I	\$	18.91 /HR		S 2	M
1	DISTRICT JUSTICE OFFICE SUPERVISOR I	\$	17.83 /HR		S 2	K
1	DISTRICT JUSTICE SECRETARY II	\$	17.33 /HR		7	N
2	DISTRICT JUSTICE SECRETARY II	\$	14.96 /HR		7	I
1	DISTRICT JUSTICE SECRETARY I	\$	13.84 /HR		6	H
1	DISTRICT JUSTICE SECRETARY I	\$	13.44 /HR		6	G
1	DISTRICT JUSTICE SECRETARY I	\$	12.67 /HR		6	E
1	DISTRICT JUSTICE SECRETARY I	\$	12.30 /HR		6	D
1	DISTRICT JUSTICE SECRETARY I	\$	11.94 /HR		6	C
1	DISTRICT JUSTICE SECRETARY I	\$	11.59 /HR		6	B

1	DISTRICT JUSTICE SECRETARY I	\$	11.26 /HR	6	A
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**S – INDICATES SUPERVISORY**

**ADULT PROBATION**

1	CHIEF ADULT PROBATION OFFICER	\$	61,807.20	S 14	M
1	ADULT PROBATION TECHNICIAN I	\$	15.25 /HR	8	H
1	ADULT PROBATION SPECIALIST	\$	10.72 /HR	5	A
1	*PART-TIME DRUG DETECTION SPECIALIST	\$	11.59 /HR	6	B

**ON-CALL PAY**

PRIMARY	\$ 45.00 /DAY
BACKUP ON CALL	\$ 25.00 /DAY

**S – INDICATES SUPERVISORY**

**\*EXCLUDED FROM RETIREMENT PLAN – NOT ANTICIPATED TO WORK 1000 HOURS.**

**JUVENILE COURT**

1	CHIEF JUVENILE PROBATION OFFICER	\$	58,258.20	S 14	K
1	JUVENILE COURT SECRETARY II	\$	13.69 /HR	7	F
1	DEPARTMENT CLERK I	\$	10.94 /HR	3	E

**ON-CALL PAY**

PRIMARY	\$ 45.00 /DAY
BACKUP ON CALL	\$ 25.00 /DAY

**S – INDICATES SUPERVISORY**

**DOMESTIC RELATIONS**

1	DOMESTIC RELATIONS DIRECTOR	\$	56,565.60	S 14	J
1	DOMESTIC RELATIONS ASSISTANT DIRECTOR	\$	21.84	/HR S	11
	C				
1	INTAKE OFFICER II	\$	19.09 /HR	12	I
1	DOMESTIC RELATIONS SUPPORT REP.	\$	14.38 /HR	8	F
1	DOMESTIC RELATIONS SPECIALIST II	\$	14.25 /HR	6	I
1	DOMESTIC RELATIONS SPECIALIST II	\$	12.67 /HR	6	E
1	DEPARTMENT CLERK I	\$	9.72 /HR	3	A

**S – INDICATES SUPERVISORY**

**\*EXCLUDED FROM RETIREMENT PLAN – NOT ANTICIPATED TO WORK 1000 HOURS.**

BOARD POLLED: NANOVIC YES  
CRAMPSIE YES  
O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

**COURT ADMINISTRATION:**

MOTION BY JUDGE NANOVIC, SECONDED BY MR. GERHARD, TO ABOLISH THE POSITION OF ONE (1) TIPSTAFF AT \$96.23 PER DIEM EFFECTIVE JANUARY 1, 2014.

BOARD POLLED: NANOVIC YES  
CRAMPSIE YES  
O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

**DOMESTIC RELATIONS:**

MOTION BY JUDGE NANOVIC, SECONDED BY MR. CRAMPSIE, TO ABOLISH THE POSITION OF ONE (1) DOMESTIC RELATIONS HEARING OFFICER AT \$27,582.00 PER ANNUM EFFECTIVE JANUARY 1, 2014.

BOARD POLLED: NANOVIC YES  
CRAMPSIE YES  
O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

MOTION BY JUDGE NANOVIC, SECONDED BY MR. GERHARD, TO CHANGE THE RATE OF ONE (1) DEPARTMENT CLERK I FROM \$9.72 PER HOUR (**GRADE 3 – STEP A**) TO \$10.31 PER HOUR (**GRADE 3 – STEP C**) EFFECTIVE JANUARY 6, 2014.

BOARD POLLED: NANOVIC YES  
CRAMPSIE YES  
O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

**BARGAINING UNIT:**

MOTION BY JUDGE NANOVIC, SECONDED BY MR. GERHARD, TO ESTABLISH POSITIONS COVERED BY BARGAINING UNIT (AFSCME COURT APPOINTED PROFESSIONAL EMPLOYEES UNION) AS PER **EXHIBIT 1** EFFECTIVE JANUARY 1, 2014:  
AS LISTED ON PAGES E-1 & E-2 OF THAT EXHIBIT:

**ADULT PROBATION**

1	DEPUTY CHIEF ADULT PROBATION OFFICER	\$	29.34/HR
1	PROBATION OFFICER II/GAGNON HEARING OFFCR	\$	24.15/HR
2	PROBATION OFFICER II	\$	21.67 /HR
1	PROBATION OFFICER II	\$	21.03 /HR
1	PROBATION OFFICER II	\$	19.84 /HR
1	PROBATION OFFICER II	\$	18.15 /HR
1	PROBATION OFFICER I	\$	14.75 /HR

**ON-CALL PAY**

PRIMARY ON CALL	\$ 45.00/ DAY
BACKUP ON CALL	\$ 25.00/ DAY

**JUVENILE COURT**

1	DEPUTY CHIEF JUVENILE PROBATION OFFICER	\$	24.57/HR
1	PROBATION OFFICER II	\$	22.32 /HR
1	PROBATION OFFICER II	\$	21.67 /HR
1	PROBATION OFFICER II	\$	17.70 /HR

**ON-CALL PAY**

PRIMARY ON CALL	\$ 45.00/ DAY
BACKUP ON CALL	\$ 25.00/ DAY

**DOMESTIC RELATIONS**

1	DOMESTIC RELATIONS OFFICER II	\$	24.64 /HR
2	DOMESTIC RELATIONS OFFICER II	\$	17.30 /HR
1	DOMESTIC RELATIONS OFFICER I	\$	16.01 /HR

BOARD POLLED:	NANOVIC	YES
	CRAMPSIE	YES
	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

**DOMESTIC RELATIONS:**

MOTION BY JUDGE NANOVIC, SECONDED BY MR. GERHARD, TO ESTABLISH THE POSITION OF ONE (1) DOMESTIC RELATIONS OFFICER II AT \$16.76 PER HOUR RETROACTIVE TO JANUARY 3, 2014.

BOARD POLLED:	NANOVIC	YES
	CRAMPSIE	YES
	O'GUREK	YES

GERHARD YES  
 NOTHSTEIN YES

MOTION BY JUDGE NANOVIC, SECONDED BY MR. CRAMPSIE, TO ABOLISH THE POSITION OF ONE (1) DOMESTIC RELATIONS OFFICER I AT \$16.01 PER HOUR RETROACTIVE TO JANUARY 3, 2014.

BOARD POLLED: NANOVIC YES  
 CRAMPSIE YES  
 O'GUREK YES  
 GERHARD YES  
 NOTHSTEIN YES

**SET POSITIONS & SALARIES:**

**ROW OFFICES:**

**CLERK OF COURTS:**

MOTION BY MR. MCGINLEY, SECONDED BY MR. GERHARD, TO SET THE POSITIONS AND SALARIES OF THE **CLERK OF COURTS OFFICE AND BUREAU OF COLLECTIONS** EFFECTIVE JANUARY 1, 2014, AS LISTED ON EXHIBIT R1:

**CLERK OF COURTS**

1	FIRST DEPUTY	\$ 43,516.20	S 5	P
1	SECOND DEPUTY	\$ 16.83 /HR	7	M
1	CLERICAL SPECIALIST	\$ 11.49 /HR	4	E
1	CLERICAL SPECIALIST	\$ 10.21 /HR	4	A
1	SOLICITOR	\$ 1,300.	N/A	

**BUREAU OF COLLECTIONS**

1	DIRECTOR	\$ 41,022.80	S 5	N
1	COLLECTION CLERK II	\$ 12.79 /HR	5	G
1	COLLECTION CLERK II	\$ 10.72 /HR	5	A
1	*PART-TIME AUTOMATION CLERK	\$ 10.11 /HR	2	D

**S – INDICATES SUPERVISORY**

**\*EXCLUDED FROM RETIREMENT PLAN – NOT ANTICIPATED TO WORK 1000 HOURS.**

BOARD POLLED: MCGINLEY YES  
 CRAMPSIE YES  
 O'GUREK YES  
 GERHARD YES  
 NOTHSTEIN YES

**CONTROLLER:**

MOTION BY MR. CRAMPSIE, SECONDED BY MR. GERHARD, TO SET THE POSITIONS AND SALARIES OF THE **CONTROLLER’S OFFICE AND FISCAL/DATA PROCESSING OFFICE** EFFECTIVE JANUARY 1, 2014, AS LISTED ON EXHIBIT R2:

**CONTROLLER**

1	ACCOUNTING MANAGER	\$ 68,777.80	S 18	J
1	FIRST DEPUTY	\$ 43,916.60	S 7	M
1	SECOND DEPUTY	\$ 17.14 /HR	11	G
1	*PART-TIME ACCOUNTS CLERK II	\$ 10.72 /HR	5	A
1	SOLICITOR	\$ 3,200.	N/A	
1	RETIREMENT BOARD SECRETARY	\$ 5,000.	N/A	

**FISCAL/DATA PROCESSING**

1	FISCAL/DATA PROCESSING SUPERVISOR	\$ 51,305.80	S 12	J
1	FISCAL/DATA PROCESSING ASSISTANT	\$ 18.89 /HR	13	G
1	*PART-TIME FISCAL/DATA PROCESSING TECH.	\$ 10.72/HR	5	A

**S – INDICATES SUPERVISORY**

**\*EXCLUDED FROM RETIREMENT PLAN – NOT ANTICIPATED TO WORK 1000 HOURS.**

BOARD POLLED:	CRAMPSIE	YES*
	O’GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

\*MR. CRAMPSIE VOTED YES WITH THE EXCEPTION OF THE RETIREMENT BOARD SECRETARY SINCE THAT IS A POSITION HE HOLDS.

**CORONER:**

MOTION BY MR. O’GUREK, SECONDED BY MR. GERHARD, TO SET THE POSITIONS AND SALARIES OF THE **CORONER’S OFFICE** EFFECTIVE JANUARY 1, 2014, AS LISTED ON EXHIBIT R3:

**CORONER**

1	*CHIEF DEPUTY CORONER	\$ 4,179.	N/A
20	*DEPUTY CORONER	\$ 69/INVESTIGATION	N/A
1	SOLICITOR	\$ 1,300.	N/A

**\*EXCLUDED FROM RETIREMENT PLAN – NOT ANTICIPATED TO WORK 1000 HOURS.**

BOARD POLLED: CRAMPSIE YES  
 O'GUREK YES  
 GERHARD YES  
 NOTHSTEIN YES

**DISTRICT ATTORNEY:**

MOTION BY ATTORNEY DOBIAS, SECONDED BY MR. GERHARD, TO SET THE POSITIONS AND SALARIES OF THE **DISTRICT ATTORNEY'S OFFICE** EFFECTIVE JANUARY 1, 2014, AS LISTED ON EXHIBIT R4:

**DISTRICT ATTORNEY**

1	OFFICE ADMINISTRATOR	\$	43,516.20	S	5	P
1	COUNTY DETECTIVE	\$	20.86 /HR		12	L
1	LEGAL SECRETARY II	\$	18.94 /HR		7	Q
1	SECRETARY II/DISTRICT ATTORNEY	\$	14.25 /HR		6	I
1	*PART-TIME LEGAL SECRETARY	\$	10.21 /HR		4	A
1	FULL-TIME ASSISTANT DISTRICT ATTORNEY	\$	52,530.			N/A
1	FIRST ASSISTANT DISTRICT ATTORNEY	\$	39,964.			N/A
1	SECOND ASSISTANT DISTRICT ATTORNEY	\$	39,764.			N/A
1	THIRD ASSISTANT DISTRICT ATTORNEY	\$	36,989.			N/A
1	FOURTH ASSISTANT DISTRICT ATTORNEY	\$	36,239.			N/A
1	*PART-TIME VICTIM/WITNESS COORDINATOR	\$	17.50/HR		9	K

**S – INDICATES SUPERVISORY**

**\*EXCLUDED FROM RETIREMENT PLAN – NOT ANTICIPATED TO WORK 1000 HOURS.**

BOARD POLLED: DOBIAS YES  
 CRAMPSIE YES  
 O'GUREK YES  
 GERHARD YES  
 NOTHSTEIN YES

MOTION BY ATTORNEY DOBIAS, SECONDED BY MR. GERHARD, TO ESTABLISH THE POSITION OF ONE (1) FULL-TIME ASSISTANT DISTRICT ATTORNEY AT \$51,530 PER ANNUM RETROACTIVE TO JANUARY 1, 2014.

BOARD POLLED: DOBIAS YES  
 CRAMPSIE YES  
 O'GUREK YES  
 GERHARD YES  
 NOTHSTEIN YES

MOTION BY ATTORNEY DOBIAS, SECONDED BY MR. CRAMPSIE, TO ABOLISH THE POSITION OF ONE (1) FIFTH ASSISTANT DISTRICT ATTORNEY AT \$31,324 PER ANNUM RETROACTIVE TO JANUARY 1, 2014.

BOARD POLLED: DOBIAS YES  
 CRAMPSIE YES  
 O'GUREK YES  
 GERHARD YES  
 NOTHSTEIN YES

**PROTHONOTARY:**

MOTION BY MRS. BEHRENS, SECONDED BY MR. GERHARD, TO SET THE POSITIONS AND SALARIES OF THE **PROTHONOTARY'S OFFICE** EFFECTIVE JANUARY 1, 2014, AS LISTED ON EXHIBIT R5:

**PROTHONOTARY**

1	FIRST DEPUTY	\$	36,472.80		S	5	J
1	SECOND DEPUTY	\$	17.33 /HR			7	N
1	CLERK/PFAD COORDINATOR	\$	14.68 /HR			6	J
2	*PART-TIME AUTOMATION CLERK	\$	9.26 /HR			2	A
1	*TEMPORARY CLERK**	\$	8.00 /HR			N/A	
1	SOLICITOR	\$	1,300.			N/A	

**\*\*ADDITIONAL TWENTY-FIVE CENTS PER HOUR (\$.25) FOR EACH YEAR OF SERVICE IF APPLICABLE.**

**S – INDICATES SUPERVISORY**

**\*EXCLUDED FROM RETIREMENT PLAN – NOT ANTICIPATED TO WORK 1000 HOURS.**

BOARD POLLED: BEHRENS YES  
 CRAMPSIE YES  
 O'GUREK YES  
 GERHARD YES  
 NOTHSTEIN YES

**PUBLIC DEFENDER:**

MOTION BY ATTORNEY MOUSSEAU, SECONDED BY MR. GERHARD, TO SET THE POSITIONS AND SALARIES OF THE **PUBLIC DEFENDER'S OFFICE** EFFECTIVE JANUARY 1, 2014, AS LISTED ON EXHIBIT R6:

**PUBLIC DEFENDER**

1	CHIEF PUBLIC DEFENDER	\$	50,762.75			N/A	
1	FULL-TIME ASSISTANT PUBLIC DEFENDER	\$	54,636.35			N/A	
1	FIRST ASSISTANT PUBLIC DEFENDER	\$	48,279.07			N/A	

1	ASSISTANT PUBLIC DEFENDER	\$	43,166.56		N/A
1	ASSISTANT PUBLIC DEFENDER	\$	25,750		N/A
1	LEGAL SECRETARY III	\$	13.95 /HR	8	E
1	*PART-TIME LEGAL SECRETARY	\$	10.21 /HR	4	A

**\*EXCLUDED FROM RETIREMENT PLAN – NOT ANTICIPATED TO WORK 1000 HOURS.**

BOARD POLLED: MOUSSEAU YES\*  
 CRAMPSIE YES  
 O’GUREK YES  
 GERHARD YES  
 NOTHSTEIN YES

\*ATTORNEY MOUSSEAU VOTED YES WITH THE EXCEPTION OF HIS POSITION.

MOTION BY ATTORNEY MOUSSEAU, SECONDED BY MR. GERHARD, TO ESTABLISH THE POSITION OF ONE (1) LEGAL SECRETARY I AT \$11.26 PER HOUR (**GRADE 6 – STEP A**) EFFECTIVE JANUARY 6, 2014.

BOARD POLLED: MOUSSEAU YES  
 CRAMPSIE YES  
 O’GUREK YES  
 GERHARD YES  
 NOTHSTEIN YES

MOTION BY ATTORNEY MOUSSEAU, SECONDED BY MR. CRAMPSIE, TO ABOLISH THE POSITION OF ONE (1) PART-TIME LEGAL SECRETARY AT \$10.21 PER HOUR (**GRADE 4 – STEP A**) EFFECTIVE JANUARY 6, 2014.

BOARD POLLED: MOUSSEAU YES  
 CRAMPSIE YES  
 O’GUREK YES  
 GERHARD YES  
 NOTHSTEIN YES

**RECORDER OF DEEDS:**

MOTION BY MR. MCCALL, SECONDED BY MR. GERHARD, TO SET THE POSITIONS AND SALARIES OF THE **RECORDER OF DEEDS OFFICE** EFFECTIVE JANUARY 1, 2014, AS LISTED ON EXHIBIT R7:

**RECORDER OF DEEDS**

1	FIRST DEPUTY	\$	37,564.80	S	5	K
1	SECOND DEPUTY	\$	17.85 /HR		7	O
1	COORDINATOR OF RECORDS/INDEXER	\$	12.06 /HR		5	E
1	*PART-TIME COORDINATOR OF RECORDS	\$	10.21 /HR		4	A
1	*TEMPORARY CLERK**	\$	8.00 /HR		N/A	
1	SOLICITOR	\$	1,300.		N/A	

S – INDICATES SUPERVISORY

\*\*ADDITIONAL TWENTY-FIVE CENTS PER HOUR (\$.25) FOR EACH YEAR OF SERVICE IF APPLICABLE.

\*EXCLUDED FROM RETIREMENT PLAN – NOT ANTICIPATED TO WORK 1000 HOURS.

BOARD POLLED: MCCALL YES  
 CRAMPSIE YES  
 O’GUREK YES  
 GERHARD YES  
 NOTHSTEIN YES

**REGISTER OF WILLS/**

**CLERK OF ORPHANS COURT:**

MOTION BY MS. MOON, SECONDED BY MR. GERHARD, TO SET THE POSITIONS AND SALARIES OF THE REGISTER OF WILLS/CLERK OF ORPHANS COURT OFFICE EFFECTIVE JANUARY 1, 2014, AS LISTED ON EXHIBIT R8:

**REGISTER OF WILLS/**

**CLERK OF ORPHANS COURT**

1	FIRST DEPUTY	\$	29,647.80	S	5	C
1	SECOND DEPUTY	\$	12.52 /HR		7	C
1	COORDINATOR OF RECORDS/GENEALOGY/ ANCESTRY RESEARCHER	\$	11.04 /HR		5	B
1	SOLICITOR	\$	1,300.		N/A	

S – INDICATES SUPERVISORY

BOARD POLLED: MOON YES  
 CRAMPSIE YES  
 O’GUREK YES  
 GERHARD YES  
 NOTHSTEIN YES

**SHERIFF:**

MOTION BY SHERIFF DWIGHT NOTHSTEIN, SECONDED BY MR. GERHARD, TO SET THE POSITIONS AND SALARIES OF THE **SHERIFF'S OFFICE** EFFECTIVE JANUARY 1, 2014, AS LISTED ON EXHIBITS R9 AND R10:

**SHERIFF**

1	CHIEF DEPUTY	\$	46,173.40		S	5	R
1	LIEUTENANT	\$	17.65 /HR		S	3	I
2	SERGEANT	\$	14.22 /HR		S	1	E
1	DEPUTY SHERIFF	\$	14.38 /HR			8	F
1	DEPUTY SHERIFF	\$	13.95 /HR			8	E
1	DEPUTY SHERIFF	\$	13.54 /HR			8	D
1	DEPUTY SHERIFF	\$	12.77 /HR			8	B
3	DEPUTY SHERIFF	\$	12.40 /HR			8	A

**ON-CALL PAY:**

PRIMARY \$35.00 PER DAY

SUPERVISORY \$30.00 PER DAY

(FULL-TIME HOURS WORKED ON A HOLIDAY DUE TO CALL-OUT WILL BE PAID AT ONE AND ONE HALF (1 ½) TIMES THE REGULAR HOURLY RATE OF PAY.)

**S – INDICATES SUPERVISORY**

**SHERIFF - CONTINUED**

1	CHIEF REAL ESTATE CLERK	\$	13.29 /HR			7	E
1	CIVIL PROCESS CLERK	\$	10.72 /HR			5	A
2	*PART-TIME SECURITY OFFICERS	\$	11.71 /HR			5	D
1	*PART-TIME SECURITY OFFICERS	\$	11.04 /HR			5	B
5	*PART-TIME SECURITY OFFICERS	\$	10.72 /HR			5	A
1	*SPECIAL DEPUTY SHERIFF	\$	11.71 /HR			5	D
9	*SPECIAL DEPUTY SHERIFF	\$	10.72 /HR			5	A
1	SOLICITOR	\$	1,850.			N/A	

**\*EXCLUDED FROM RETIREMENT PLAN – NOT ANTICIPATED TO WORK 1000 HOURS.**

BOARD POLLED: NOTHSTEIN YES  
 CRAMPSIE YES  
 O'GUREK YES  
 GERHARD YES  
 NOTHSTEIN YES

**TREASURER:**

MOTION BY MR. SHEEHAN, SECONDED BY MR. CRAMPSIE, TO SET THE POSITIONS AND SALARIES OF THE **TREASURER’S OFFICE** EFFECTIVE JANUARY 1, 2014, AS LISTED ON EXHIBIT R11:

**TREASURER**

1	FIRST DEPUTY	\$	37,564.80		S	5	K
1	SECOND DEPUTY	\$	13.69 /HR			7	F
1	*PART-TIME FISCAL ASSISTANT	\$	10.21 /HR			4	A
2	*PART-TIME LICENSING CLERK	\$	10.21 /HR			4	A
1	SOLICITOR	\$	1,300.			N/A	

**\*EXCLUDED FROM RETIREMENT PLAN – NOT ANTICIPATED TO WORK 1000 HOURS.**

**S – INDICATES SUPERVISORY**

BOARD POLLED:	SHEEHAN	YES
	CRAMPSIE	YES
	O’GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

**SET POSITIONS & SALARIES:**

**COURT HOUSE COMPLEX:**

MOTION BY MR. O’GUREK, SECONDED BY MR. GERHARD, TO SET POSITIONS AND SALARIES UNDER THE JURISDICTION OF THE BOARD OF COMMISSIONERS AT THE CARBON COUNTY COURT HOUSE COMPLEX AS PER **EXHIBIT A** EFFECTIVE JANUARY 1, 2014, AS FOLLOWS:

**ANIMAL SHELTER**

1	COUNTY ANIMAL WARDEN	\$	11.81 /HR			7	A
3	*PART-TIME K-9 OFFICER	\$	8.82 /HR			1	A

**\*EXCLUDED FROM RETIREMENT PLAN – NOT ANTICIPATED TO WORK 1000 HOURS.**

**ARCHIVES DEPARTMENT**

1	ARCHIVIST/RECORDS MANAGER	\$	15.54 /HR		S	1	H
2	*SUMMER CLERK	\$	8.00 /HR			N/A	

**S – INDICATES SUPERVISORY**

**\*EXCLUDED FROM RETIREMENT PLAN – NOT ANTICIPATED TO WORK 1000 HOURS.**

**AREA AGENCY ON AGING**

1	ADMINISTRATOR	\$	49,783.50		S 13	E
1	AGING CARE MANAGER SUPERVISOR II	\$	44,772.		S 9	H
1	SENIOR CENTER SERVICES DIRECTOR	\$	36,504.		S 3	K
1	AGING CARE MANAGER III	\$	17.81 /HR		13	E
1	AGING CARE MANAGER II	\$	17.14 /HR		11	G
1	AGING CARE MANAGER II	\$	16.15 /HR		11	E
1	AGING CARE MANAGER II	\$	15.22 /HR		11	C
3	AGING CARE MANAGER II	\$	14.35 /HR		11	A
1	AGING CARE MANGER I	\$	13.81 /HR		9	C
1	CLERK/TYPIST III	\$	14.52 /HR		7	H
1	AGING CASE AIDE II	\$	11.26 /HR		6	A

**S – INDICATES SUPERVISORY**

**AREA AGENCY ON AGING (CONTINUED)**

1	*PART-TIME COMMUNITY HEALTH NURSE I	\$	20.20 /HR		18	A
1	PART-TIME SENIOR CENTER MANAGER I	\$	12.42 /HR		5	F
2	PART-TIME SENIOR CENTER MANAGER I	\$	11.71 /HR		5	D
2	*PART-TIME SENIOR CENTER MANAGER I	\$	10.72 /HR		5	A

**ON-CALL PAY**

SUPERVISOR: \$25 PER FRIDAY, SATURDAY, SUNDAY & HOLIDAYS

SUPERVISOR: \$35 PER MONDAY, TUESDAY, WEDNESDAY & THURSDAY

CASEWORKER: \$40 PER FRIDAY, SATURDAY, SUNDAY & HOLIDAYS

**\*EXCLUDED FROM RETIREMENT PLAN – NOT ANTICIPATED TO WORK 1000 HOURS.**

**BUILDINGS/GROUNDS**

1	OPERATIONS/MAINTENANCE DIRECTOR	\$	53,726.40		S 9	L
1	*PART-TIME CLEANING PERSON	\$	11.27 /HR		3	F
2	*PART-TIME CLEANING PERSON	\$	9.72 /HR		3	A
2	*SUMMER LABORER	\$	8.25 /HR		N/A	

**S – INDICATES SUPERVISORY**

**\*EXCLUDED FROM RETIREMENT PLAN – NOT ANTICIPATED TO WORK 1000 HOURS.**

**CHILDREN & YOUTH SERVICES**

1	ADMINISTRATOR II	\$	59,455.50		S 13	K
1	COUNTY CASEWORK SUPERVISOR I	\$	40,618.50		S 7	H
1	COUNTY CASEWORK SUPERVISOR I	\$	37,167.		S 7	E
1	ACCOUNTANT II	\$	19.63 /HR		S 7	F
1	COUNTY CASEWORKER II	\$	17.99 /HR		12	G

1	COUNTY CASEWORKER II	\$	17.47 /HR	12	F
1	COUNTY CASEWORKER II	\$	16.96 /HR	12	E
2	COUNTY CASEWORKER II	\$	16.47 /HR	12	D
1	COUNTY CASEWORKER II	\$	15.52 /HR	12	B
4	COUNTY CASEWORKER I	\$	13.67 /HR	10	A
1	FISCAL ASSISTANT	\$	13.54 /HR	8	D
1	SECRETARY III	\$	11.81 /HR	7	A

**ON-CALL PAY**

BACK-UP SUPERVISOR: \$25.00 /DAY

CASEWORKER: \$50.00 /DAY

**S – INDICATES SUPERVISORY**

**\*EXCLUDED FROM RETIREMENT PLAN – NOT ANTICIPATED TO WORK 1000 HOURS.**

**COMMISSIONERS' OFFICE**

1	COUNTY SOLICITOR	\$	49,319.90		N/A
1	COUNTY ADMINISTRATOR/CHIEF CLERK	\$	66,666.60	S	21 D
1	ASSISTANT CHIEF CLERK/OFFICE MANAGER	\$	39,348.40	S	12 A
1	ADMINISTRATIVE ASSISTANT/PARKING COORD.	\$	19.28/HR	S	3 L
1	EXECUTIVE SECRETARY/OPEN RECORDS OFFICER	\$	39,949.		10 Q
1	FISCAL ASSISTANT/PARA LEGAL	\$	16.32 /HR	10	G
1	SECRETARY III	\$	11.81 /HR	7	A
1	PART-TIME PARKING SUPERVISOR	\$	17.83 /HR	S	2 K
1	PARKING/METER ATTENDANT	\$	11.60 /HR	3	G
1	*PART-TIME PARKING/METER ATTENDANT	\$	9.72 /HR	3	A
1	*PART-TIME PARKING ATTENDANT	\$	10.62 /HR	3	D
1	*PART-TIME PARKING ATTENDANT	\$	10.01 /HR	3	B
6	*TEMPORARY PARKING ATTENDANTS	\$	10.31 /HR	3	C

**S – INDICATES SUPERVISORY**

**\*EXCLUDED FROM RETIREMENT PLAN – NOT ANTICIPATED TO WORK 1000 HOURS.**

**COMMUNICATIONS**

1	911 MANAGER	\$	50,585.60	S	12 E
1	911 ADDRESSING COORDINATOR	\$	17.99 /HR	12	G
2	*PART-TIME DISPATCHER	\$	13.17 /HR	5	H
1	*PART-TIME DISPATCHER	\$	11.71 /HR	5	D
6	*PART-TIME DISPATCHER	\$	11.37 /HR	5	C
5	*PART-TIME DISPATCHER/TRAINEE	\$	10.94 /HR	3	E

**SHIFT DIFFERENTIAL – PART-TIME DISPATCHER:**

**\$.50 CENTS PER HOUR/SECOND & THIRD SHIFTS**

S – INDICATES SUPERVISORY

\*EXCLUDED FROM RETIREMENT PLAN – NOT ANTICIPATED TO WORK 1000 HOURS.

**COOPERATIVE EXTENSION SERVICE**

1	4-H ASSISTANT	\$	13.59 /HR	2	N
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**CORRECTIONS**

1	WARDEN	\$	55,764.80	S 14	E
1	DEPUTY WARDEN	\$	22.52 /HR	S 8	I
1	WORK RELEASE/TREATMENT DIRECTOR	\$	21.67 /HR	S 6	K
1	SERGEANT	\$	19.84 /HR	S 6	H
1	SERGEANT	\$	19.25 /HR	S 6	G
3	SERGEANT	\$	18.69 /HR	S 6	F
1	**SITE COORDINATOR/PRISON	\$	17.99 /HR	S 4	H
1	ADMINISTRATIVE ASSISTANT	\$	17.50 /HR	9	K
1	LIVE SCAN OPERATOR/CORRECTIONS CLERK	\$	10.72 /HR	5	A
2	*PART-TIME CORRECTIONS OFFICER	\$	11.94 /HR	6	C
19	*PART-TIME CORRECTIONS OFFICER	\$	11.26 /HR	6	A

**SHIFT DIFFERENTIAL - DEPUTY WARDEN & SERGEANTS (2<sup>ND</sup> & 3<sup>RD</sup> SHIFTS) \$1.00/HR**

S – INDICATES SUPERVISORY

\*\*TWO-HOUR MINIMUM CALL-OUT PAY.

\*EXCLUDED FROM RETIREMENT PLAN – NOT ANTICIPATED TO WORK 1000 HOURS.

**ECONOMIC DEVELOPMENT**

1	SECRETARY III	\$	16.34 /HR	7	L
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S – INDICATES SUPERVISORY

**ELECTION DEPARTMENT**

1	DIRECTOR	\$	34,343.40	S 8	C
1	DEPARTMENT CLERK III	\$	13.44 /HR	6	G

S – INDICATES SUPERVISORY

\*EXCLUDED FROM RETIREMENT PLAN – NOT ANTICIPATED TO WORK 1000 HOURS.

**EMERGENCY MANAGEMENT AGENCY**

1	EMA COORDINATOR	\$	42,057.60	S 7	G
1	ADMINISTRATIVE ASSISTANT I	\$	15.09/HR	9	F

1 \*TEMPORARY EMERGENCY PLANNER/TRAINER \$ 12.52/HR 7 C

**S – INDICATES SUPERVISORY**

**\*EXCLUDED FROM RETIREMENT PLAN – NOT ANTICIPATED TO WORK 1000 HOURS.**

**GEOGRAPHIC INFORMATION SYSTEMS**

1 G.I.S. DIRECTOR \$ 31,453.50 S 6 A

**S – INDICATES SUPERVISORY**

**HUMAN RESOURCES DEPARTMENT**

1 DIRECTOR \$ 48,794.20 S 14 E

1 ASSISTANT DIRECTOR \$ 18.88 /HR S 5 H

1 HUMAN RESOURCES GENERALIST \$ 11.81 /HR 7 A

**S – INDICATES SUPERVISORY**

**HUMAN SERVICES**

1 ACCOUNTANT II \$ 24.85 /HR S 7 N

1 ADMINISTRATIVE SECRETARY \$ 17.16 /HR 8 L

**S – INDICATES SUPERVISORY**

**INFORMATION TECHNOLOGY**

1 DIRECTOR \$ 58,115.20 S 10 M

1 IT SYSTEM ANALYST \$ 21.08 /HR 11 N

1 IT SPECIALIST \$ 13.67 /HR 10 A

**S – INDICATES SUPERVISORY**

**PARKS**

1 DIRECTOR \$ 50,836.50 S 11 I

**GYPSY MOTH PROGRAM**

1 GYPSY MOTH COORDINATOR \$ 26.07 /HR N/A

**SEASONAL POSITIONS\***

1 LEAD SEASONAL PARK RANGER I \$ 14.78 /HR S 3 C

9	SEASONAL PARK RANGER I	\$	12.67 /HR	6	E
10	SEASONAL PARK RANGER II	\$	11.27 /HR	3	F
3	SEASONAL PARK MAINTENANCE	\$	10.11 /HR	2	D
1	PART-TIME SEASONAL PARK MAINTENANCE	\$	8.25 /HR	N/A	
12	**LIFEGUARD	\$	8.00 /HR	N/A	
1	**PARK ATTENDANT	\$	7.65 /HR	N/A	

**S – INDICATES SUPERVISORY**

**\*EXCLUDED FROM RETIREMENT PLAN – NOT ANTICIPATED TO WORK 1000 HOURS.**

**\*\* ADDITIONAL TWENTY-FIVE CENTS PER HOUR (\$.25) FOR EACH YEAR OF SERVICE IF APPLICABLE.**

**PLANNING & DEVELOPMENT**

1	DIRECTOR	\$	43,370.60	S 14	A
1	PROJECT COORDINATOR	\$	33,342.40	S 8	B
1	PROGRAMS COORDINATOR	\$	19.07 /HR	15	D
1	ADMINISTRATIVE SECRETARY	\$	17.16 /HR	8	L
1	PROGRAMS FISCAL COORDINATOR	\$	12.90 /HR	7	D
1	SOLICITOR	\$	1,300.	N/A	

**S – INDICATES SUPERVISORY**

**PURCHASING DEPARTMENT**

1	PURCHASING MANAGER	\$	19.86 /HR	S 3	M
1	ASSISTANT PURCHASING MANAGER	\$	13.95 /HR	8	E

**S – INDICATES SUPERVISORY**

**TAX ASSESSMENT**

1	CHIEF ASSESSOR	\$	42,169.40	S 11	E
1	ASSISTANT CHIEF ASSESSOR	\$	17.65 /HR	11	H
1	ASSISTANT CHIEF ASSESSOR	\$	16.63 /HR	11	F
1	ASSISTANT CHIEF ASSESSOR	\$	16.15 /HR	11	E
1	ADMINISTRATIVE SECRETARY	\$	16.18 /HR	8	J

**BOARD OF ASSESSMENT APPEALS**

3	*BOARD MEMBERS	\$	163. /DIEM	N/A	
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**S – INDICATES SUPERVISORY**

**\*EXCLUDED FROM RETIREMENT PLAN – NOT ANTICIPATED TO WORK 1000 HOURS.**

**TAX CLAIM BUREAU**

1	DIRECTOR	\$	38,638.60		S	8	G
1	ASSISTANT DIRECTOR	\$	17.80 /HR		S	5	F
1	ADMINISTRATIVE SECRETARY	\$	16.66 /HR			8	K
1	SOLICITOR	\$	11,709.			N/A	

**S – INDICATES SUPERVISORY**

**VETERANS AFFAIRS**

1	DIRECTOR	\$	30,539.60		S	5	D
1	CONFIDENTIAL SECRETARY	\$	10.94 /HR			3	E

**S – INDICATES SUPERVISORY**

**WORKFORCE INVESTMENT ACT**

1	EXECUTIVE DIRECTOR	\$	67,587.		S	12	Q
1	WIA FISCAL MANAGER/ CAREER LINK FISCAL AGENT	\$	25.57 /HR		S	10	J
1	ADMINISTRATIVE SECRETARY	\$	18.20 /HR			8	N

**S – INDICATES SUPERVISORY**

**WORKFORCE TRAINING**

1	ADMINISTRATOR	\$	53,937.		S	11	K
1	INTAKE OFFICER	\$	18.03 /HR			9	L
1	SPOC COORDINATOR	\$	14.25 /HR			6	I

**S – INDICATES SUPERVISORY**

**LIQUID FUELS SUMMER PROGRAM**

3	*SUMMER SUPERVISOR	\$	11.25 /HR			N/A	
21	*SUMMER LABORER	\$	8.00 /HR			N/A	
1	*SUMMER COORDINATOR	\$	8.00 /HR			N/A	

**\*EXCLUDED FROM RETIREMENT PLAN – NOT ANTICIPATED TO WORK 1000 HOURS.**

BOARD POLLED: CRAMPSIE YES  
O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

**BUILDING/GROUNDS:**

MOTION BY MR. CRAMPSIE, SECONDED BY MR. O'GUREK, TO CHANGE THE RATE OF ONE (1) PART-TIME CLEANING PERSON FROM \$11.27 PER HOUR (**GRADE 3 – STEP F**) TO \$9.72 PER HOUR (**GRADE 3 – STEP A**) EFFECTIVE JANUARY 20, 2014.

BOARD POLLED: CRAMPSIE YES  
O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

**CORRECTIONS:**

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO CHANGE THE RATE OF ONE (1) PART-TIME CORRECTIONS OFFICER FROM \$11.94 PER HOUR (**GRADE 6 – STEP C**) TO \$11.26 PER HOUR (**GRADE 6 – STEP A**) EFFECTIVE JANUARY 6, 2014.

BOARD POLLED: CRAMPSIE YES  
O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

**PLANNING & DEVELOPMENT:**

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO CHANGE THE SALARY OF ONE (1) PROJECT COORDINATOR FROM \$33,342.40 PER ANNUM (**GRADE S 8 – STEP B**) TO \$32,377.80 PER ANNUM (**GRADE S 8 – STEP A**) EFFECTIVE JANUARY 6, 2014.

BOARD POLLED: CRAMPSIE YES  
O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO ESTABLISH THE POSITION OF ONE (1) ADMINISTRATIVE ASSISTANT AT \$18.57 PER HOUR (**GRADE 9 – STEP M**) EFFECTIVE JANUARY 6, 2014.

BOARD POLLED: CRAMPSIE YES  
O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

MOTION BY MR. CRAMPSIE, SECONDED BY MR. O'GUREK, TO ABOLISH THE POSITION OF ONE (1) ADMINISTRATIVE SECRETARY AT \$17.16 PER HOUR (**GRADE 8 – STEP L**) EFFECTIVE JANUARY 6, 2014.

BOARD POLLED: CRAMPSIE YES  
 O'GUREK YES  
 GERHARD YES  
 NOTHSTEIN YES

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO ABOLISH THE POSITION OF ONE (1) PROGRAMS FISCAL COORDINATOR AT \$12.90 PER HOUR (**GRADE 7 – STEP D**) EFFECTIVE JANUARY 6, 2014.

BOARD POLLED: CRAMPSIE YES  
 O'GUREK YES  
 GERHARD YES  
 NOTHSTEIN YES

**BARGAINING UNITS:**

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO ESTABLISH POSITIONS COVERED BY BARGAINING UNITS (AFSCME AND TEAMSTERS) AS PER **EXHIBIT C** EFFECTIVE JANUARY 1, 2014:

**AFSCME UNION POSITIONS & RATES**

**COMMISSIONERS' OFFICE**

**SALARY**

1 MAIL/POSTAGE COORDINATOR \$ 15.67 /HR

**TAX ASSESSMENT OFFICE**

1 ASSESSOR \$ 18.44 /HR

1 CLERK \$ 16.14 /HR

**TAX CLAIM OFFICE**

1 CLERK \$ 16.14 /HR

**GEOGRAPHIC INFORMATION SYSTEMS**

1 G.I.S. TECHNICIAN \$ 17.54 /HR

**AFSCME UNION POSITIONS & RATES**

**MAINTENANCE DEPARTMENT**

**SALARY**

1 LEAD CARPENTER \$ 19.68 /HR

2 MAINTENANCE II \$ 17.09 /HR

1 MAINTENANCE II PREVAILING RATE

3 CLEANING PERSON \$ 14.75 /HR

**ARCHIVES**

1	CLERICAL AIDE	\$	12.27	/HR
1	PARKING METER ATTENDANT/ARCHIVES ASST.	\$	12.27	/HR

**CORRECTIONS**

2	LPN	\$	20.85	/HR
1	TEMPORARY FULL-TIME LPN	\$	20.85	/HR

**COOPERATIVE EXTENSION**

1	CLERK – STENOGRAPHER – RECEPTIONIST	\$	17.23	/HR
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**AFSCME UNION POSITIONS & RATES**

**COMMUNICATIONS CENTER**

**SALARY**

4	SENIOR DISPATCHER	\$	18.12	/HR
3	911 OPERATOR	\$	16.85	/HR
4	911 OPERATOR		PREVAILING RATE	
1	911 CENTER/EMA AIDE (ALSO EMA OFFICE)	\$	15.66	/HR

**AREA AGENCY ON AGING**

1	CLERICAL AIDE	\$	12.27	/HR
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**PARKS**

1	MAINTENANCE II/LEAD WORKER	\$	18.09	/HR
1	MAINTENANCE II	\$	17.09	/HR
1	PARKS AIDE	\$	15.66	/HR

**TEAMSTERS POSITIONS & RATES**

15	CORRECTIONS OFFICER	\$	18.06	/HR
3	CORRECTIONS OFFICER	\$	17.18	/HR
2	CORRECTIONS OFFICER	\$	16.29	/HR
8	CORRECTIONS OFFICER	\$	15.44	/HR
11	CORRECTIONS OFFICER	\$	14.57	/HR
4	*PART-TIME CORRECTIONS OFFICER	\$	11.91	/HR

**\*EXCLUDED FROM RETIREMENT PLAN – NOT ANTICIPATED TO WORK 1000 HOUR**

BOARD POLLED: CRAMPSIE YES  
O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

**JANUARY 6, 2014**

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD,  
THE MEETING OF THE CARBON COUNTY SALARY BOARD ADJOURNED AT 1:48 P.M.

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ELOISE K. AHNER,  
CHIEF CLERK/COUNTY ADMINISTRATOR

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WAYNE E. NOTHSTEIN, CHAIRMAN