

ELK COUNTY SPECIAL SALARY BOARD MEETING – February 20, 2025 Following the Commissioners meeting

ELK COUNTY WEBSITE: www.co.elk.pa.us

CALL TO ORDER

PLEDGE OF ALLEGIANCE

HOUSEKEEPING NOTE: THIS MEETING IS BEING RECORDED

INTRODUCTIONS

FORMALITY:

Commissioners M. Fritz Lecker, Matthew Quesenberry, and Gregory Gebauer along with Treasurer, Matthew Frey comprise the members of the Elk County Salary Board.

*The Board also consists of other Elected Officials when matters arise concerning their Department.

The Chair of the Salary Board is M. Fritz Lecker as she is Chair for the County Commissioners.

APPROVAL OF AGENDA

NEW BUSINESS

1. Collapse existing Assistant Chief Assessor position for the Board of Commissioners effective March 2, 2025.
2. Create one (1) full-time Administrative Supervisor in the Assessment Department at a salary Grade P on the J.L. Nick Salary Grade.
3. Create one (1) full-time Operations Supervisor in the Assessment Department at salary Grade P on the J.L. Nick Salary Grade.
4. Collapse existing GIS Coordinator/IT Technician in the IT/GIS Department.
5. Approval of Job Descriptions for:
 - a. Clerk for the District Attorney Department at UMWA Level 4 Salary Grade.
 - b. Deputy Sheriff for the Sheriff Department at UMWA Level 9 Salary Grade.
 - c. Chief Public Defender for the Public Defender's Office at a negotiated salary.
 - d. Assistant Public Defender for the Public Defender's Office at Grade T on the J.L. Nick Salary Grade.
 - e. Information Technology Technician for the IT/ GIS Department-at Grade M on the J.L. Nick Salary Grade.
 - f. Maintenance I for the Maintenance Department at UMWA Level 6 salary grade
 - g. Prison/HVAC & Electrical Maintenance Supervisor for the Maintenance Department at Grade N on the J.L. Nick Salary Grade.
 - h. Buildings Maintenance Supervisor for the Maintenance Department at Grade N on the J.L. Nick Salary Grade.
 - i. Assessment Assistant for the Assessment Department at Grade I on the J.L. Nick

Salary Grade.

- j. Operations Supervisor, CPE (Assessment) for the Assessment Department at Grade P on the J.L. Nick Salary Grade.
- k. Administrative Supervisor, CPE (Assessment) for the Assessment Department at Grade P on the J.L. Nick Salary Grade.
- l. Fiscal Technician for the Children & Youth Services Department at Grade I on the J.L. Nick Salary Grade.
- m. Fiscal Assistant for Children & Youth Services Department at UMWA Level 6 Salary Grade.
- n. Fiscal Technician Supervisor for the Children & Youth Services Department at Grade Q on the J. L. Nick Salary Grade.

QUESTIONS FROM THE PRESS –

COMMENTS FROM TAXPAYERS – Limit 5 minutes per individual

ADJORN MEETING

Next Meeting:
Thursday, April 3, 2025
Following the 10:00AM Commissioners Meeting
Thomas G. Wagner Conference Room, Courthouse Annex