

The Juniata County Commissioners met on the above date with Commissioners Alice Gray and Todd Graybill present. Commissioner Mark Partner participated remotely via telephone. Also attending were County Treasurer Laurie S. Hower, Register and Recorder Alicia A. Seigler, and Emergency Management Agency Director Allen D. Weaver. Participating via WebEx conference call were Juniata Sentinel reporter Leslie Milliken, Sentinel reporter Jordan Fortson, Children and Youth Services Director Ashley J. Baxter, Conservation District Director Christopher B. Snyder, Voter Registrar Eva Weyrich, and one unidentified member of the public.

The meeting was called to order at 10:00 a.m. by Chairperson Gray. A moment of silence was observed followed by the Pledge of Allegiance. On a motion by Graybill and a second by Partner, the Minutes of the November 29, 2022 meeting were unanimously approved as submitted.

There being no public comment, the Board took the following actions:

- The following meetings and events were reported as being attended.

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| T. Graybill | M. Partner | A. Gray Broadband Status Call Citizen’s Advisory Board |
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- It was moved by Graybill and seconded by Partner to approve an agreement between Juniata County and Empire Communications Systems, Inc. to install a new sound system in the main courtroom of the Juniata County Courthouse at a cost of \$47,524.00. The new system will be covered under Empire’s Silver support for a one-year period after installation. The cost of this support is \$2,340.00 and is included in the total purchase price. The motion was unanimously carried.
- It was moved by Graybill and seconded by Partner to approve the U.S. Department of Homeland Security Federal Fiscal Year 2022 State Homeland Security Grant Program Agreement entered by and between the Commonwealth of Pennsylvania (“Commonwealth”), acting through the Pennsylvania Emergency Management Agency (“PEMA”), and the South-Central Mountains Regional Counter Terrorism Task Force (“Subrecipient”) as recommended by Allen Weaver, Emergency Management Agency Director. The term of the agreement is September 1, 2022 to November 30, 2025. The motion was unanimously carried.
- It was moved by Graybill and seconded by Partner to re-appoint the following individuals to serve as department heads for fiscal year 2023. The motion was unanimously carried.
 - S. James Bahorik – County Administrator / Chief Clerk
 - Leah E. Strawser – Accounts Payable Director
 - Jamie S. Imes – Human Resources Director
 - Donald K. Zagurskie – Solicitor
 - Michael J. Hower – GIS and Assessment Director
 - Aaron R. Miller – Chief Assessor
 - Brenda Varner – Tax Claim Director
 - Ashley J. Baxter – Children & Youth Services Director
 - Allen Weaver – Emergency Management Administrator and 911 Center Director
 - Bradley W. Kerstetter – Planning and Community Development Director
 - Dennis R. Hutchings – Veterans Affairs Director
 - Eva Weyrich – Voter Registrar
 - Rich Fisher – Maintenance Director
- It was moved by Partner and seconded by Graybill to approve the reappointment of the following individuals to four-year terms on the Juniata County Conservation District Board of Directors effective January 1, 2023. Both individuals were nominated by the West Branch Crop Management Association, the Pomona Grange #35, and Penn State Extension. The motion was unanimously carried.
 - Mr. Jeff Frymoyer of 112 Smith Road, McAlisterville, PA 17049 (Public Director). There were no other nominees for the Public Director position.
 - Mr. Eric Brubaker of 335 Double B Road, Mifflintown, PA 17059 (Farmer Director). There were no other nominees for the Farmer Director position. The motion was unanimously carried.
- The Commissioners acknowledged the resignation of Heather A. Yohn from her position as a Fiscal Assistant with the Juniata County Children and Youth Services Department effective as of the end of business on September 6, 2022.
- It was moved by Graybill and seconded by Partner to approve the board and committee appointments for fiscal year 2023 as per the following chart. The motion was unanimously carried.

| ORGANIZATION 2022 | Alice Gray | Todd Graybill | Mark Partner | Jim Bahorik |
|--|-----------------------|--------------------------|-------------------------|------------------------|
| Area Agency on Aging Board | X | | | |
| Agland Preservation Board | | X | | |
| Behavioral and Developmental Services Advisory Board | X | | | |
| CCAP Deferred Compensation | | | | X |
| Call A Ride Board | X | | | |
| Chamber of Commerce | | X | | |
| Community Services Block Grant | X | | | |

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| Conservation District Board | | X | | |
| Council of Agencies | X | | | |
| Emergency Food and Shelter Program | X | | | |
| Human Services and Development Fund | | | X | |
| Juniata Valley Visitors Bureau | X | | | |
| Local Emergency Planning Commission | X | X | X | |
| Mifflin-Juniata Regional Services Board | | | X | |
| PCHIP | | | | X |
| Natural Gas Co-op | | X | | |
| PCorp | | | X | |
| Prevention Grant Committee | X | | | |
| Prison/Inmate Liaison | | X | | |
| PSU Agriculture Extension | | | X | |
| SEDA-COG Board of Directors | | | X | |
| South Central Investment Board | X | | | |
| State Emergency Food Committee | X | | | |
| Tri-County BDS Executive Committee | X | | | |

- It was moved by Partner and seconded by Graybill to approve payment of checks #66493 - #66520 in the amount of \$102,300.62. The motion was unanimously carried.
- It was moved by Graybill and seconded by Partner to reappoint / appoint the following individuals to three-year terms on the Juniata County Agricultural Land Preservation Board of Directors effective January 1, 2023 as recommended by Christopher B. Snyder, Program Administrator. The motion was unanimously carried.
 - Glen Henry, Agricultural Member (8682 Groninger Valley Rd., Port Royal).
 - Joseph Peoples, Member at Large (5102 Rt 235, McAlisterville).
 - Jeremy Dobbin, Member at Large (2 N. Main St., Mifflintown). This is an appointment to replace Tina Shirey who is an outgoing member.
- The Commissioners reviewed the November 2022 “Treasurer’s Report” as submitted by the Treasurer’s Office.
- It was moved by Partner and seconded by Graybill to adopt a tentative budget for fiscal year 2023 and to maintain the real-estate millage rate at 25 mills. The proposed total budget for the General Fund for fiscal year 2023 is \$14,260,100.83. The motion was unanimously carried.

There being no further business, it was moved by Graybill and seconded by Partner to adjourn at 10:10 a.m. The motion was unanimously carried.

II. Salary Board

Chairperson Alice Gray called to order the Salary Board meeting of Tuesday, December 7, 2022, at 10:10 am. Other Salary Board Members present were Commissioners Todd Graybill, and County Treasurer Laurie S. Hower. Board member Mark Partner attended via telephone. Also attending were Register and Recorder Alicia Seigler and County Administrator and Chief Clerk Jim Bahorik. Attending via Webex were Voter Registrar and Director of Elections Eva Weyrich, Director of Children & Youth Services Ashley Baxter, District Manager Agricultural Land Preservation Program Director Christopher Snyder, Juniata Sentinel Reporter Leslie Milliken, The Sentinel Reporter Jordan Fortson and one unidentified caller.

Chairperson Gray called for a motion to approve modifying Donald K. Zagurskie, Esquire’s position as the County Solicitor to include full benefits effective January 1, 2023. Treasurer Hower made a motion to approve and Commissioner Graybill seconded the motion. Motion approved 4/0.

Chairperson Gray called for a motion to approve appointing Nancy Schrum to the position of Public Defender as a full-time employee at an annual wage of \$134,837.00 be effective January 1, 2023. (Note: there will not be 3% increase for this salary in 2023). It was also noted that this was not a new expense as Nancy was a subcontracted employee previous to 2023. Commissioner Partner made a motion to approve and Commissioner Graybill seconded the motion. Motion approved 4/0.

Chairperson Gray called for a motion to create the position of Deputy Director of Children & Youth Services effective January 1, 2023. Treasurer Hower made a motion to approve and Commissioner Graybill seconded the motion. Motion approved 4/0.

Chairperson Gray called for a motion to approve a change in employment status for Mandy N. Noss from Program Specialist within the Juniata County Children and Youth Services Department to the position of Deputy Director at the recommended wage of \$53,000 effective January 1, 2023. (Note: this position will not receive an additional 3% wage increase in 2023) This action is designed to reflect management duties currently being performed by Ms. Noss. Commissioner Partner made a motion to approve and Treasurer Hower seconded the motion. Motion passed 4/0.

Chairperson Gray called for a motion to approve rebalancing the current wages for the following positions within the Juniata County Children and Youth Services Department effective January 1, 2023.

- Casework Supervisor 2nd position - recommended - \$49,200.00 (Note: this position will not receive an additional 3% wage increase in 2023)
- Fiscal Technician Supervisor – recommended - \$44,000.00 (Note: this position will not receive an additional 3% wage increase in 2023)

Treasurer Hower made a motion to approve and Commissioner Graybill seconded the motion. Motion approved 4/0.

Chairperson Gray called for a motion to approve increasing the weekly “on-call” pay for Children and Youth Services (CYS) non-bargaining unit employees to \$375.00 effective January 1, 2023. This adjustment reflects the weekly rate currently being paid to CYS bargaining unit employees for “on-call” duties. Commissioner Partner made a motion to approve and Commissioner Graybill seconded the motion. Motion passed 4/0.

Chairperson Gray called for a motion to approve an annual wage increase of 3% for non-union positions falling under the County Commissioners for fiscal year 2023. Commissioner Graybill made a motion to approve and Commissioner Partner seconded the motion. Motion passed 4/0. This Salary Board action does not apply to casual, part-time staff. Chairperson Gray adjourned the meeting.

Chairperson Alice Gray called to order the Salary Board meeting for the elected office of the Register and Recorder on the above date. Other Salary Board Members present were Commissioners Todd Graybill, and County Treasurer Laurie S. Hower. Board member Mark Partner attended via telephone. Also attending were Register and Recorder Alicia Seigler and County Administrator and Chief Clerk Jim Bahorik. Attending via Webex were Voter Registrar and Director of Elections Eva Weyrich, Director of Children & Youth Services Ashley Baxter, District Manager Agricultural Land Preservation Program Director Christopher Snyder, Juniata Sentinel Reporter Leslie Milliken, The Sentinel Reporter Jordan Fortson and one unidentified caller.

Commissioner Gray called for a motion to approve rebalancing the current wage for Recorder’s Office 2nd Deputy which is currently \$33,013.50 (\$16.93 per hour). Alicia Seigler, Register and Recorder, recommended that it be increased to \$35,914.00 (\$18.42 per hour) starting January 1, 2023. (Note: this position will not receive an additional 3% wage increase for 2023). Register and Recorder Seigler made a motion to approve and Commissioner Graybill seconded the motion. Motion passed 5/0.

Commissioner Gray called for a motion to approve an annual wage increase of 3% for non-union positions falling under the Register and Recorder’s office effective January 1, 2023. Register and Recorder Seigler made a motion to approve and Commissioner Graybill seconded the motion. Motion passed 5/0. This Salary Board action does not apply to casual, part-time staff. Chairperson Gray adjourned the meeting.

Chairperson Alice Gray called to order the Salary Board meeting for the elected office of the Coroner on the above date. Other Salary Board Members present were Commissioners Todd Graybill, and County Treasurer Laurie S. Hower. Board member Mark Partner attended via telephone. Voting member, Coroner Lee Snyder was absent, however a quorum was present. Also attending were Register and Recorder Alicia Seigler and County Administrator and Chief Clerk Jim Bahorik. Attending via Webex were Voter Registrar and Director of Elections Eva Weyrich, Director of Children & Youth Services Ashley Baxter, District Manager Agricultural Land Preservation Program Director Christopher Snyder, Juniata Sentinel Reporter Leslie Milliken, The Sentinel Reporter Jordan Fortson and one unidentified caller.

Commissioner Gray called for a motion to approve an annual wage increase of 3% for non-union positions falling under the Coroner’s Office effective January 1, 2023. Commissioner Partner made a motion to approve and Commissioner Graybill seconded the motion. Motion passed 4/0. This Salary Board action does not apply to casual, part-time staff. Chairperson Gray called adjourned the meeting.

Chairperson Alice Gray called to order the Salary Board meeting for the office of the District Attorney on the above date. Other Salary Board Members present were Commissioners Todd Graybill, and County Treasurer Laurie S. Hower. Board member Mark Partner attended via telephone. Voting member District Attorney Cory Snook was absent but gave his prior approval to conduct the meeting provided that a quorum was present. Also attending were Register and Recorder Alicia Seigler and County Administrator and Chief Clerk Jim Bahorik. Attending via Webex were Voter Registrar and Director of Elections Eva Weyrich, Director of Children & Youth Services Ashley Baxter, District Manager Agricultural Land Preservation Program Director Christopher Snyder, Juniata Sentinel Reporter Leslie Milliken, The Sentinel Reporter Jordan Fortson and one unidentified caller.

Commissioner Gray called for a motion to approve an annual wage increase of 3% for non-union positions falling under the District Attorney’s Office effective January 1, 2023. Commissioner Graybill made a motion to approve and Treasurer Hower seconded the motion. Motion passed 4/0. This Salary Board action does not apply to casual, part-time staff. Chairperson Gray called adjourned the meeting.

Chairperson Alice Gray called to order the Salary Board meeting for the elected office of the Prothonotary on the above date. Other Salary Board Members present were Commissioners Todd Graybill, and County Treasurer Laurie S. Hower. Board member Mark Partner attended via telephone. Voting member, Prothonotary Lori Ferry was absent but gave her prior approval to conduct the meeting provided that a quorum was present. Also attending were Register and Recorder Alicia Seigler and County Administrator and Chief Clerk Jim Bahorik. Attending via Webex were Voter Registrar and Director of Elections Eva Weyrich, Director of Children & Youth Services Ashley Baxter, District Manager Agricultural Land Preservation Program Director Christopher Snyder, Juniata Sentinel Reporter Leslie Milliken, The Sentinel Reporter Jordan Fortson and one unidentified caller.

Commissioner Gray called for a motion to approve an annual wage increase of 3% for non-union positions falling under the Prothonotary’s Office effective January 1, 2023. Commissioner Graybill made a motion to approve and

Commissioner Partner seconded the motion. Motion passed 4/0. This Salary Board action does not apply to casual, part-time staff. Chairperson Gray adjourned the meeting.

Chairperson Alice Gray called to order the Salary Board meeting for the elected office of the Sheriff on the above date. Other Salary Board Members present were Commissioners Todd Graybill, and County Treasurer Laurie S. Hower. Board member Mark Partner attended via telephone. Voting member, Sheriff Joshua Stimeling was absent but gave his prior approval to conduct the meeting provided a quorum was present. Also attending were Register and Recorder Alicia Seigler and County Administrator and Chief Clerk Jim Bahorik. Attending via Webex were Voter Registrar and Director of Elections Eva Weyrich, Director of Children & Youth Services Ashley Baxter, District Manager Agricultural Land Preservation Program Director Christopher Snyder, Juniata Sentinel Reporter Leslie Milliken, The Sentinel Reporter Jordan Fortson and one unidentified caller.

Commissioner Gray called for a motion to approve an annual wage increase of 3% for non-union positions falling under the Sheriff's Office effective January 1, 2023. Commissioner Graybill made a motion to approve and Treasurer Hower seconded the motion. Motion passed 4/0. This Salary Board action does not apply to casual, part-time staff. Chairperson Gray adjourned the meeting.

Chairperson Alice Gray called to order the Salary Board meeting for the elected office of Treasurer on the above date. Other Salary Board Members present were Commissioners Todd Graybill, and County Treasurer Laurie S. Hower. Board member Mark Partner attended via telephone. Also attending were Register and Recorder Alicia Seigler and County Administrator and Chief Clerk Jim Bahorik. Attending via Webex were Voter Registrar and Director of Elections Eva Weyrich, Director of Children & Youth Services Ashley Baxter, District Manager Agricultural Land Preservation Program Director Christopher Snyder, Juniata Sentinel Reporter Leslie Milliken, The Sentinel Reporter Jordan Fortson and one unidentified caller.

Commissioner Gray called for a motion to approve an annual wage increase of 3% for non-union positions falling under the Treasurer's Office effective January 1, 2023. Treasurer Hower made a motion to approve and Commissioner Graybill seconded the motion. Motion passed 4/0.

Chairperson Gray called for a motion to adjourn at 10:22 am. Commissioner Graybill made a motion to adjourn and Treasurer Hower seconded the motion. Motion approved 4/0. This Salary Board action does not apply to casual, part-time staff. Chairperson Gray adjourned the meeting.

Respectfully, Laurie S. Hower

III. Retirement Board

The Retirement Board met on the above date with members Alice Gray, Todd Graybill, Laurie S. Hower, and S. James Bahorik present. Board member Mark Partner participated remotely via telephone. Participating via WebEx conference call were Juniata Sentinel reporter Leslie Milliken, Sentinel reporter Jordan Fortson, Children and Youth Services Director Ashley J. Baxter, Conservation District Director Christopher B. Snyder, Voter Registrar Eva Weyrich, and one unidentified member of the public.

The meeting was called to order at 10:23 a.m. by Chairperson Gray.

- It was moved by Graybill and seconded by Partner to approve the 2022 Annual Required Contribution (ARC) payment to the Juniata County Retirement Fund in the amount of \$346,637.00. The motion was unanimously carried.
- It was moved by Graybill and seconded by Partner to approve and authorize a Fiscal Year 2023 interest rate in the amount of 5% for the Employee's Retirement Fund account. The motion was unanimously carried.

There being no further business, it was moved by Graybill and seconded by Partner to adjourn at 10:23 a.m. The motion was unanimously carried.

Alice J. Gray, Chairperson

Todd A. Graybill, Vice Chairman

Mark R. Partner, Secretary

Submitted for Approval
S. James Bahorik, County Administrator