MEETING OF THE MERCER COUNTY SALARY BOARD

May 2, 2024

Members Present: Controller Sherman, Commissioner Coleman, Commissioner Finley, Commissioner McGonigle

2024-11 RESOLUTION to approve 04/25/2024 Salary Board MINUTES.

Moved: Mr. McGonigle Seconded: Dr. Coleman

Vote: Yes-Mr. McGonigle Yes-Mr. Finley Yes-Dr. Coleman Yes-Mr. Sherman

HUMAN RESOURCES

#2024-12 RESOLUTION to approve the following Salary Board actions:

Eliminate one Administrative Assistant position set at the SC level in the Sheriff's Office effective July 7, 2024. This is due to the elimination of the Sheriff Clerical (SC) Pay Chart through attrition.

Create one Full-Time Administrative Assistant position set at the PA05 Level in the Sheriff's Office effective July 7, 2024.

Discussion – HR Director Jennifer Hamilton advised this is to eliminate a pay table that only has three County employees on it and going forward the clerical positions in the Sheriff's Office will be on the P&A Scale. Sheriff Callahan advised he had meetings with Director Hamilton and agrees with the elimination of the older Sheriff Clerical Pay Chart.

Moved: Mr. Finley Seconded: Mr. McGonigle

Vote: Yes-Mr. McGonigle Yes-Mr. Finley Yes-Dr. Coleman Yes-Mr. Sherman

HUMAN RESOURCES

#2024-13 RESOLUTION to approve the following Salary Board actions:

Create one Temporary Full-Time Administrative Assistant position set at the PA05H Level in the Sheriff's Office effective June 10, 2024.

Eliminate one Temporary Full-Time Administrative Assistant position in the Sheriff's Office effective July 7, 2024.

Discussion – HR Director advised this temporary position is for a four week training overlap due to the specialized position.

Moved: Mr. McGonigle Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle Yes-Mr. Finley Yes-Dr. Coleman Yes-Mr. Sherman

05/02/2024

Old Business: None	
New Business: None	
Motion to Adjourn.	
Moved: Mr. McGonigle	Seconded: Mr. Finley
Attest:	
Chief Clerk	Mercer County Salary Board

05/02/2024