



AGENDA

1. **CALL MEETING TO ORDER** (This meeting may be recorded.)
2. **ROLL CALL** – Donald Myers, Jason Renshaw, Patrick Fabian, Acting Controller Tammie Gaff
3. **PLEDGE OF ALLEGIANCE**
4. **WELCOME VISITORS**

VISITORS ARE WELCOME TO COMMENT ON ANY AGENDA ITEMS AT THIS TIME UNDER THE DIRECTION OF THE CHAIRMAN. INDIVIDUALS WILL BE ALLOWED TO SPEAK UP TO FIVE (5) MINUTES AND GROUPS UP TO FIFTEEN (15) MINUTES TO SPEAK. COMPLETED WRITTEN FORMS WILL BE COLLECTED AS REQUIRED BY COUNTY POLICY.
5. **APPROVAL OF MINUTES** – Salary Board Meeting held on April 20, 2023.
6. **ACKNOWLEDGE FINAL ELECTION NIGHT WORKER SCHEDULE** for Tuesday, May 16, 2023.
7. **DISTRICT ATTORNEY – Kathleen Charlton**
 - a. **13909** Action on the recommendation to approve to recreate a full-time Chief County Detective position at a rate of a \$2.00 per hour increase to their base hourly wage rate or \$2.00 per hour higher than the highest paid County Detective effective May 25, 2023, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 13809)
 - b. **13910** Action on the recommendation to approve to create a full-time County Detective position at \$20.00 per hour effective May 25, 2023, per the Teamsters' Collective Bargaining Agreement.
 - c. **13911** Action on the recommendation to approve to create three (3) casual part-time County Detective positions at \$20.00 per hour effective May 25, 2023.
 - d. **13912** Action on the recommendation to approve to create a full-time Assistant District Attorney position at \$65,000.00 per annum effective May 25, 2023. (Reassignment on PAF 13718)
 - e. **13913** Action on the recommendation to approve a temporary salary adjustment for full-time Office Manager Barbara Heilman from \$15.98 per hour to \$17.98 per hour effective May 25, 2023, due to the Paralegal vacancy in the District Attorney's office. Salary adjustment will be effective April 29, 2023. Salary adjustment will end when a new Paralegal is hired.

NOTE: During any properly scheduled public/open meeting, the Board may discuss, make motions, vote to approve or disapprove, vote to table, adopt, reject, reaffirm, rescind, rearrange the order of the agenda items, or take no action on any agenda item or matter.

- f. **13914** Action on the recommendation to approve a temporary salary adjustment for full-time Legal Secretary III Deneen Dickey from \$14.95 per hour to \$16.95 per hour effective May 25, 2023, due to the Paralegal vacancy in the District Attorney's office. Salary adjustment will be effective April 29, 2023. Salary adjustment will end when a new Paralegal is hired.
- g. **13916** Action on the recommendation to approve a temporary salary adjustment for full-time First Assistant District Attorney Rebecca Lozzi from \$2,884.62 per pay to \$3,384.62 per pay effective May 25, 2023, due to an Assistant District Attorney vacancy in the District Attorney's office. Salary adjustment will be effective January 9, 2023. Salary adjustment will end when a new Assistant District Attorney is hired.
- h. **13917** Action on the recommendation to approve a temporary salary adjustment for full-time Assistant District Attorney (HAVIN) Kendra Strobel from \$2,503.02 per pay to \$3,003.02 per pay effective May 25, 2023, due to an Assistant District Attorney vacancy in the District Attorney's office. Salary adjustment will be effective January 9, 2023. Salary adjustment will end when a new Assistant District Attorney is hired.
- i. **13938** Action on the recommendation to acknowledge the appointment of Tiffany Heffelfinger to full-time Paralegal position at \$18.50 per hour effective May 25, 2023, per the Teamsters' Collective Bargaining Agreement and pending successful completion of pre-employment screenings. (Created on PAF 13872) Position start date will be May 30, 2023.
- j. **13940** Action on the recommendation to approve to recreate a full-time Assistant District Attorney position at \$65,000.00 per annum effective May 25, 2023. (Voluntary resignation on PAF 13939)

8. MAGISTERIAL DISTRICT COURT 33-3-03 – James Andring

- a. **13933** Action on the recommendation to create a full-time Chief Clerk/Administrative Assistant position at Non-Supervisory Pay Grade 17 (\$16.68 to \$21.77 per hour) effective May 25, 2023. This action will abolish one (1) Magisterial District Court Clerk position.
- b. **13933** Action on the recommendation to acknowledge the appointment of Laura Prinkey from full-time Magisterial District Court Clerk at \$17.89 per hour to full-time Chief Clerk/Administrative Assistant at \$21.77 per hour (Step J) effective May 25, 2023, due to additional job duties

9. PROTHONOTARY / CLERK OF COURTS – Annette Bowser

- a. **13928** Action on the recommendation to recreate a full-time Court Clerk I position at Non-Supervisory Pay Grade 8 (\$10.73 to \$13.99 per hour) effective May 25, 2023, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 13925)
- b. **13929** Action on the recommendation to recreate a full-time Department Clerk III position at Non-Supervisory Pay Grade 8 (\$10.73 to \$13.99 per hour) effective May 25, 2023, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 13926)

The next Salary Board Meeting is scheduled for June 15, 2023.

- c. **13930** Action on the recommendation to acknowledge the appointment of Lily Preston to a full-time Clerk of Courts Court Clerk I position at \$12.80 per hour effective March 25, 2023, per the Teamsters' Collective Bargaining Agreement and pending successful completion of pre-employment screenings. Position start date will be June 19, 2023. (Created on PAF 13928)
- d. **13930** Action on the recommendation to approve a temporary salary increase of \$2.00 per hour from \$12.80 per hour to \$14.80 per hour for full-time Court Clerk I Lily Preston effective May 25, 2023, due to two (2) vacancies in the Prothonotary/Clerk of Courts offices. Employees have assumed additional duties due to the inability to fill vacant positions. Adjustments to this salary increase will be made as vacant positions are filled.

10. AREA AGENCY ON AGING – Janet Talerico

- a. **13935** Action on the recommendation to recreate a part-time Senior Center Manager I position at Non-Supervisory Pay Grade 11 (\$12.43 to \$16.22 per hour) effective May 25, 2023. (Voluntary resignation on PAF 13934)

11. BELMONT – Gary Montebell

- a. **13908** Action on the recommendation to approve the hiring/reassignment per the attached list of temporary/seasonal casual part-time Belmont Workers effective May 25, 2023, for the 2023 Pool Season, pending successful completion of pre-employment screenings. (Created on PAF 10777)
- b. **13932** Action on the recommendation to approve a salary adjustment for temporary/seasonal casual part-time Belmont Worker Kiley Held from \$8.01 per hour to \$8.25 per hour effective May 25, 2023.

12. COMMISSIONERS – Board of Commissioners/Chief Administrator

- a. **13901** Action on the recommendation to approve a salary adjustment for full-time Director of Elections/Chief Registrar James Webb from \$35,412.00 per annum to \$38,688.00 per annum (Step I) effective May 25, 2023, due to proven capability through several elections and increased responsibilities with new election legislation and requirements. Salary adjustment will be effective June 4, 2023.
- b. **13902** Action on the recommendation to approve a salary adjustment for full-time Assistant Chief Administrator Karen Kintz from \$39,746.20 per annum to \$43,485.00 per annum (Step H) effective May 25, 2023, due to additional duties related to grant administration and reporting, election law changes and challenges, increased public inquiries, and providing support for other short-staffed offices. Salary adjustment will be effective June 4, 2023.
- c. **13903** Action on the recommendation to approve a salary adjustment for full-time Administrative Assistant I Jennifer Bowser from \$11.62 per hour to \$13.08 per hour (Step F) effective May 25, 2023, due to additional duties related to grant administration and reporting, election law changes and challenges, increased public inquiries, and providing support for other short-staffed offices. Salary adjustment will be effective June 4, 2023.

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- d. **13904** Action on the recommendation to approve a salary adjustment for full-time Chief Administrator Aaron Poole from \$56,159.74 per annum to \$72,866.00 per annum effective May 25, 2023, due to additional duties related to grant administration and reporting, election law changes and challenges, increased public inquiries, and providing support for other short-staffed offices. . Salary adjustment will be effective June 4, 2023.
- e. **13905** Action on the recommendation to approve a salary adjustment for full-time Human Resources Manager Audrey Campbell from \$48,599.72 per annum to \$53,459.69 per annum effective May 25, 2023, due to additional duties related to election challenges, increased public inquiries, additional employee tracking, and providing support for other short-staffed offices and general staffing challenges. Salary adjustment will be effective June 4, 2023.
- f. **13941** Action on the recommendation to approve a salary adjustment for full-time Payroll Technician II Lorie McCann from \$17.57 per hour to \$19.33 per hour effective May 25, 2023, due to workload increases related to additional employee tracking; ensuring payroll compliance per Collective Bargaining Agreements, each having unique payroll guidelines; and assistance with general staffing challenges. Salary adjustment will be effective June 4, 2023.
- g. **13942** Action on the recommendation to approve a salary adjustment for full-time Director of Veterans Affairs from \$37,498.76 per annum to \$41,398.50 per annum effective May 25, 2023, due to assuming additional duties and responsibilities in the absence of a part-time position in the department. Salary adjustment will be effective June 4, 2023.

13. JAIL – Warden Hicks

- a. **13876** Action on the recommendation to recreate a full-time Corrections Officer position at \$16.00 per hour effective May 25, 2023, per the Teamsters' Collective Bargaining Agreement. (Voluntary Resignation on PAF 13875)
- b. **13878** Action on the recommendation to recreate a full-time Corrections Officer position at \$16.00 per hour effective May 25, 2023, per the Teamsters' Collective Bargaining Agreement. (Voluntary Resignation on PAF 13877)
- c. **13879** Action on the recommendation to create a casual part-time Corrections Officer position at \$16.00 per hour effective May 25, 2023.
- d. **13880** Action on the recommendation to approve the hiring of Matthew Rearigh to a casual part-time Corrections Officer position at \$16.00 per hour effective May 25, 2023. Position start date will be May 30, 2023. (Created on PAF 13879)
- e. **13882** Action on the recommendation to recreate a full-time Corrections Officer position at \$16.00 per hour effective May 25, 2023, per the Teamsters' Collective Bargaining Agreement. (Voluntary Resignation on PAF 13881)
- f. **13892** Action on the recommendation to recreate a full-time Corrections Officer position at \$16.00 per hour effective May 25, 2023, per the Teamsters' Collective Bargaining Agreement. (Termination on PAF 13891)
- g. **13899** Action on the recommendation to recreate a temporary part-time LPN position at \$17.95 per hour effective May 25, 2023, per the Teamsters' Collective Bargaining Agreement. (Reassignment on PAF 13675)

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- h. **13907** Action on the recommendation to recreate a full-time Corrections Officer position at \$16.00 per hour effective May 25, 2023, per the Teamsters' Collective Bargaining Agreement. (Reassignment on PAF 13841)
- i. **13919** Action on the recommendation to approve the hiring of Thomas Scott to a full-time Facilities, Systems, and Maintenance Supervisor position at \$44,678.40 per annum (Step J) effective May 25, 2023, pending successful completion of pre-employment screenings. (Created on PAF 13792)
- j. **13922** Action on the recommendation to recreate a full-time Corrections Officer position at \$16.00 per hour effective May 25, 2023, per the Teamsters' Collective Bargaining Agreement. (Voluntary Resignation on PAF 13921)
- k. **13924** Action on the recommendation to recreate a full-time Corrections Officer position at \$16.00 per hour effective May 25, 2023, per the Teamsters' Collective Bargaining Agreement. (Voluntary Resignation on PAF 13923)

14. OTHER BUSINESS

AMENDMENT TO THE AGENDA

E-911 – Chad Gradwell

- a. **13943** Action on the recommendation to approve a salary adjustment for full-time Shift Supervisor Brandon Kilgore from \$22.73 per hour to \$26.73 per hour effective May 25, 2023.
- b. **13944** Action on the recommendation to approve a salary adjustment for full-time Shift Supervisor Edwin Graham from \$22.73 per hour to \$28.73 per hour effective May 25, 2023.
- c. **13945** Action on the recommendation to approve a salary adjustment for full-time Shift Supervisor Lacy Reedy from \$20.00 per hour to \$23.00 per hour effective May 25, 2023.
- d. **13946** Action on the recommendation to approve a salary adjustment for full-time Shift Supervisor Colin Kline from \$20.00 per hour to \$23.00 per hour effective May 25, 2023.
- e. **13947** Action on the recommendation to approve a salary adjustment for full-time Shift Supervisor Emily Kuntz from \$20.00 per hour to \$23.00 per hour effective May 25, 2023.
- f. **13948** Action on the recommendation to approve a salary adjustment for casual part-time Dispatcher Trainee Amanda Suhajda from \$11.86 per hour to \$20.00 per hour effective May 25, 2023.
- g. **13949** Action on the recommendation to approve a salary adjustment for casual part-time Dispatcher Trainee Hannah Godwin from \$11.86 per hour to \$20.00 per hour effective May 25, 2023.
- h. **13950** Action on the recommendation to approve a salary adjustment for casual part-time Dispatcher Evan Kell from \$11.86 per hour to \$20.00 per hour effective May 25, 2023.
- i. **13951** Action on the recommendation to approve the hiring of Brandon Bowser to a casual part-time Dispatcher position at \$23.00 per hour effective May 25, 2023, pending successful completion of pre-employment screenings. (Created on PAF 10691)

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- j. **13952** Action on the recommendation to approve the hiring of Joshua Shick to a casual part-time Dispatcher position at \$23.00 per hour effective May 25, 2023, pending successful completion of pre-employment screenings. (Created on PAF 10691)

15. SALARY BOARD – CONCERNS OR COMMENTS

16. PUBLIC COMMENT

VISITORS ARE WELCOME TO COMMENT ON ANY AGENDA OR NON-AGENDA ITEMS AT THIS TIME UNDER THE DIRECTION OF THE CHAIRMAN. INDIVIDUALS WILL BE ALLOWED TO SPEAK UP TO FIVE (5) MINUTES AND GROUPS UP TO FIFTEEN (15) MINUTES TO SPEAK. COMPLETED WRITTEN FORMS WILL BE COLLECTED AS REQUIRED BY COUNTY POLICY.

17. ADJOURNMENT

The next Salary Board Meeting is scheduled for June 15, 2023.

ELECTION NIGHT WORKER SCHEDULE

May 16, 2023 – Primary Election

STATION #1

Jennifer Bowser*
Shannon Webb*
Tara Jageman*
Kathy Bartuccio*
Shawna Cigola*

STATION #3

Tammy Slease*
Deb Whiteman*
James Webb+
Kathleen Rashlich*

SECURITY

Jamie Baum
Terry Bish
Mark Brice
Taylor Eberle
Adam McGinnis
Dakota Mohney
Frank Pitzer
Joseph Gonzales
Marcus Carl
Ronald Good

PAPERWORK PROCESSING BETWEEN STATION #1 & STATION #3

Lod Moore*

VEHICLE PROCESSING

Youth (5)*
Benjamin Webb*
Gabriel Jageman*
Chad Hirst*
Garrett Brumbaugh*
Kaydin Baum*



RUNNER/POSTING

Audrey Campbell*
Karen Kintz*

WEB SITE/PROJECTOR

Jason McClafferty*
Mike Ceschini*
Kevin Orosz*
Nick Deyarmin*

NOTES:

* Per Diem Rate @ \$50.00 (less deductions)
+Regular Shift for that day

ALL WORKERS SIGN TIMESHEET, AND REPORT TO WORKSTATION BY 8:15 PM

As of 5/1/2023

Belmont Workers:

New Hires:

1	Ethan Weigel	\$9.00	1st yr. Lifeguard
2	Rhylie Wolfe	\$10.00	3rd yr. Lifeguard
3	Ariana Bowser	\$9.50	2nd yr. Lifeguard
4	Lauren Bowser	\$10.00	3rd yr. Lifeguard
5	Eva Dimaio	\$10.00	3rd yr. Lifeguard
6	Bryony Shipe	\$9.00	1st yr. Lifeguard
7	Dylayn Shipe	\$9.00	1st yr. Lifeguard

1	Lori Bennett	\$8.25	Ticket/Concession
2	Stefani Myers	\$8.25	Ticket/Concession
3	Elizabeth McClish	\$8.25	Ticket/Concession

1	Kathie Olinger	\$8.25	Swim Team Coach
2	Ami Dimaio	\$8.25	Swim Team Coach

1	Kaitlyn Haney	\$9.00	Program Coordinator
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Reassign Ice to Pool:

1	Abigail Rodgers	\$9.50	2nd yr. Lifeguard
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