



COUNTY of ARMSTRONG
SALARY BOARD ORGANIZATIONAL MEETING
Monday, January 6, 2025, 10:30 AM

AGENDA

1. CALL MEETING TO ORDER – this Salary Board Meeting may be recorded.

2. ROLL CALL – Patrick Fabian, Anthony Shea, John Strate, Tammie Gaff

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

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 December 19, 2024.

6. ORGANIZATION OF SALARY BOARD FOR 2025:

a. DISCUSSION ON 2025 SALARY BOARD MEETING SCHEDULE

Currently, meetings are on the 1st and 3rd Thursday of each month at 10:30 AM.

b. DISCUSSION ON 2025 SALARY PAY GRADES AND FIXED PAY RANGES for CLASSIFICATIONS of NON-SUPERVISORY AND SUPERVISORY PERSONNEL

c. DISCUSSION TO ACKNOWLEDGE DISTRICT ATTORNEY'S SALARY FOR 2025
(\$226,411.00 per year, an increase of \$7,478.00 from 2024)

d. DISCUSSION TO ACKNOWLEDGE 2025 WORK HOURS OF COUNTY FACILITIES / DEPARTMENTS

- i. 40 hours: Belmont, Sheriff's Office, Maintenance, 911, Jail, IT, and Probation
- ii. 37.5 hours: Courthouse and Annex, Planning & Development, Children & Youth, District Justice Offices
- iii. 35 hours: Area Agency on Aging

e. DISCUSSION TO ACKNOWLEDGE ON CALL RATES for AAA

- i. No proposed changes for 2025. Current on-call rates will be Weekdays - \$85.00; and Saturday, Sunday and Holidays - \$115.00.

f. DISCUSSION TO ESTABLISH COUNTY'S MILEAGE REIMBURSEMENT RATE FOR 2025

- i. IRS Standard Mileage Rate: The new rate for 2025 is \$0.70 per mile for business use, up 3 cents from \$0.67 per mile for 2024.
- ii. The current County Mileage Rate is at \$0.67 cents per mile.

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.

- g. **DISCUSSION TO ESTABLISH MEAL REIMBURSEMENT RATE FOR 2025**
 - i. Meal allowance per day cannot exceed \$40.00
- h. **DISCUSSION TO ACKNOWLEDGE SICKDAY / PERSONAL DAYS / VACATION TIME for 2025**

7. RESOLUTION

- a. **Discussion to Implement Resolution #2025-01 for Annual Pay Increases for At-Will Employees**
Aaron Poole, Chief Administrator

8. MAGISTRATE OFFICES – Magistrates / President Judge James Panchik

- a. **14668** Action on the recommendation to approve salary adjustments for Magisterial District Court Clerks per the attached list effective January 6, 2025. Salary adjustments will be effective January 1, 2025.

9. JAIL – Warden Hicks

- a. **14662** Action on the recommendation to recreate a full-time Corrections Officer position at \$18.00 per hour effective January 6, 2025, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 14661)
- b. **14664** Action on the recommendation to recreate a full-time Corrections Officer position at \$18.00 per hour effective January 6, 2025, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 14663)
- c. **14665** Action on the recommendation to approve a salary adjustment for part-time LPN Theresa Luffey from \$17.95 per hour to \$25.00 per hour effective January 6, 2025, per the fully-executed Teamsters' Memorandum of Agreement. Salary adjustment will be effective January 1, 2025.

10. PUBLIC DEFENDER – Elizabeth Christopher

- a. **14667** Action on the recommendation to approve the hiring of Johanna Jones to a full-time Assistant Public Defender position at \$64,000.00 per annum effective January 6, 2025, pending successful completion of pre-employment screenings. Additional Assistant Public Defender is needed to remain effective pursuant to Federal and Pennsylvania Constitutions, as well as the Public Defender Act. It is anticipated that Ms. Jones will transition into the 1st Assistant Public Defender position after she has additional experience in criminal defense. \$5,500.00 per annum of this salary will be funded through a PCCD grant. Should funding be unavailable, the salary will be reduced to \$58,500.00 per annum. (Created on PAF 14591)

11. OTHER BUSINESS

12. SALARY BOARD – CONCERNS OR COMMENTS

The next Salary Board meeting is scheduled for January 16, 2025.

13. PUBLIC COMMENT

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14. ADJOURNMENT

The next Salary Board meeting is scheduled for January 16, 2025.

MDJ Staff Wage Increase Detail

\$15 minimum
All others get
same \$1.57 incr.

District Justice No. 1 DeComo

Booher, Samantha (CC New Hire)	\$15.00 ^{15%}	\$1.94
Elwood, Marcia L. (Retiring)		
Karabin, Marlene (CC 2/19/04)	\$20.71 ^{8%}	\$1.57
Knepshield, BethAnn (CC 1/25/21)	\$17.14 ^{10%}	\$1.57

District Justice No. 2 Bussard

Cousins, Melissa A. (CC 11/20/95)	\$21.30 ^{8%}	\$1.57
Flanders, Paula R. (CC 1/18/06)	\$20.71 ^{8%}	\$1.57
Davila, Sheilah (CC 11/13/17)	\$17.27 ^{10%}	\$1.57

District Justice No 4 McCausland

DeVivo, Darlene A (CC 10/4/93)	\$21.57 ^{8%}	\$1.57
Testut, Danielle (CC New Hire)	\$15.00 ^{15%}	\$1.94
Nolder, Pamela (Retired)		

District Justice No. 3 Andring

Prinkey, Laura (Ch CC 7/25/16)	\$22.97 ^{0%}	\$0.00
Klingensmith, Terry (CC 1/22/18)	\$18.12 ^{9%}	\$1.57
Zellefrow, Cynthia R (CC 8/14/12)	\$18.73 ^{9%}	\$1.57

Total at 1950 Hours \$406,614

