

**MINUTES OF THE SALARY BOARD MEETING HELD ON
September 15, 2021**



The Armstrong County Salary Board Meeting was called to order by Commissioner Donald K. Myers at 9:00 a.m. in the Commissioners' Conference Room.

Roll Call:

Commissioner Myers	Present
Commissioner Renshaw	Present
Commissioner Fabian	Present
Controller Miller	Present

Also present: Chief Administrator Aaron Poole, Human Resource Manager Audrey Campbell, Chief Deputy Sheriff Terry Bish, Sheriff William Rupert, Belmont Director Gary Montebell, Children Youth Family Services Administrator Paula McClure, Register and Recorder Marianne Hileman, Domestic Relations Director Denise Brumbaugh, and Abby Karg, Leader Times (recording)

The Board recited the PLEDGE OF ALLEGIANCE to the Flag

There were no comments from visitors in attendance on agenda items.

It was moved by Mr. Fabian and seconded by Mr. Renshaw to approve the minutes from the Salary Board Meeting held on August 18, 2021. Motion carried unanimously.

DOMESTIC RELATIONS – Denise Brumbaugh

PAF 13111 was moved by Mr. Fabian and seconded by Ms. Miller, to recreate a full-time Secretary II position at Non-Supervisory Pay Grade 7 (\$10.23 to 13.88 per hour) effective September 15, 2021, per the Teamsters' Collective Bargaining Agreement. (Voluntary Resignation on PAF 13110) Motion carried unanimously.

REGISTER AND RECORDER – Marianne Hileman

PAF 13108 was moved by Ms. Hileman and seconded by Ms. Miller, to recreate a full-time Department Clerk position at \$10.25 per hour effective September 15, 2021, per the Teamsters Collective Bargaining Agreement. (Voluntary resignation on PAF 13107) Motion carried unanimously.

SHERIFF – William Rupert

PAF 13103 was moved by Mr. Rupert and seconded by Ms. Miller, to recreate a full-time Department Clerk position at \$10.25 per hour effective September 15, 2021, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 13102) Motion carried unanimously.

BELMONT – Gary Montebell

PAF 13122 was moved by Ms. Miller and seconded by Mr. Renshaw, to recreate a casual part-time Maintenance Worker I position at Non-Supervisory Pay Grade 6 (\$9.74 to \$12.71 per hour) effective September 15, 2021. (Voluntary resignation on PAF 12786) Position is needed to fill-in for days off, to open and close the building, and back-up operation of the Zamboni. Motion carried unanimously.

PAF 13123 was moved by Ms. Miller and seconded by Mr. Renshaw, to recreate a casual part-time Program Coordinator position at \$9.00 per hour effective September 15, 2021. (Voluntary resignation on PAF 13078) Position is needed due to current coordinator cutting back on hours and will fill-in for vacant hours for public skate/hockey games. Motion carried unanimously.

CHILDREN, YOUTH AND FAMILIES – Paula McClure

PAF 13109 was moved Mr. Fabian and seconded by Mr. Renshaw, to approve the reassignment of Amanda Steiner from full-time Caseworker II to full-time Caseworker Supervisor at \$39,498.50 per annum effective September 15, 2021. (Created on PAF 13004) Motion carried unanimously.

PAF 13125 was moved by Mr. Fabian and seconded by Ms. Miller, to approve the reassignment of Veronica Manzanilla from full-time Caseworker I to full-time Caseworker II at \$15.38 per hour effective September 15, 2021, per the SEIU Collective Bargaining Agreement. Ms. Manzanilla began employment on August 31, 2020, and completed one (1) year of service and all training requirements. Motion carried unanimously.

PAF 13126 was moved by Mr. Fabian and seconded by Ms. Miller, to approve the reassignment of Eli Sproull from full-time Caseworker I to full-time Caseworker II at \$15.38 per hour effective September 15, 2021, per the SEIU Collective Bargaining Agreement. Mr. Sproull began employment on August 31, 2020 and completed one (1) year of service and all training requirements. Motion carried unanimously.

PAF 13127 was moved by Mr. Fabian and seconded by Ms. Miller, to approve the reassignment of Callie Booher from full-time Caseworker I to full-time Caseworker II at \$15.38 per hour effective September 15, 2021, per the SEIU Collective Bargaining Agreement. Ms. Booher began employment on August 31, 2020 and completed one (1) year of service and all training requirements. Motion carried unanimously.

PAF 13129 was moved by Ms. Miller and seconded by Mr. Renshaw, to recreate a full-time Caseworker I position at \$28,000.00 per annum effective September 15, 2021, per the SEIU Collective Bargaining Agreement. (Voluntary resignation on PAF 13128) Motion carried unanimously.

EXECUTIVE SESSION

Mr. Fabian motioned and seconded by Mr. Renshaw to go into Executive Session at 9:19 AM to discuss personnel matters.

Mr. Fabian motioned and seconded by Ms. Miller to end Executive Session at 9:34 AM.

No action taken

CONTROLLER – Myra Miller

PAF 13131 was moved by Ms. Miller and seconded by Mr. Renshaw, to recreate a casual part-time Auditor/Accountant position at Non-Supervisory Pay Grade 14 (\$14.41 to \$18.81 per hour) effective January 1, 2022. (Voluntary resignation on PAF 13045) (Position could evolve to a part-time or full-time position in which case it would be presented to Salary Board for discussion and approval.)

PAF 13132 was moved by Ms. Miller and seconded by Mr. Renshaw, to provide a salary adjustment for 1st Deputy / A/P Supervisor Tammie Gaff from \$44,456.96 per annum to \$47,530.85 per annum effective September 15, 2021 with adjustment retroactive to August 1, 2021. This is due to the 2020 reduction of clerical staff and absorption of duties. The Controller 2021 Budget will support the increase. Motion carried unanimously.

PAF 13133 was moved by Ms. Miller and seconded by Mr. Renshaw, to provide a salary adjustment for 2nd Deputy / Administrative Assistant Teresa Horgos from \$31,219.50 per annum to \$33,298.72 per annum effective September 15, 2021 with adjustment retroactive to August 1, 2021. This is due to the 2020 reduction of clerical staff and absorption of duties. The Controller 2021 Budget will support the increase. Motion carried unanimously.

JAIL – Warden Shaffer

PAF 13096 was moved Ms. Miller and seconded by Mr. Renshaw, to recreate a full-time Corrections Officer position at \$13.69 per hour effective September 15, 2021, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 13095) Motion carried unanimously.

PAF 13098 was moved by Ms. Miller and seconded by Mr. Renshaw, to recreate a full-time Corrections Officer position at \$13.69 per hour effective September 15, 2021, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 13097) Motion carried unanimously.

PAF 13100 was moved by Ms. Miller and seconded by Mr. Renshaw, to recreate a full-time Corrections Officer position at \$13.69 per hour effective September 15, 2021, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 13099) Motion carried unanimously.

PAF 13106 was moved by Ms. Miller and seconded by Mr. Renshaw, to recreate a full-time Corrections Officer position at \$13.69 per hour effective September 15, 2021, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 13105) Motion carried unanimously.

RECYCLING CENTER – Aaron Poole

PAF 13101 was moved by Mr. Fabian and seconded by Mr. Renshaw, to recreate a casual part-time Recycling Specialist position at \$15.00 per hour effective September 15, 2021. (Termination on PAF 13094) Motion carried unanimously.

OTHER BUSINESS

NONE

SALARY BOARD COMMENTS

NONE

COMMENTS FROM VISITORS

NONE

ADJOURNMENT

There being no further business, it was moved by Mr. Fabian and seconded by Mr. Renshaw, that the meeting be adjourned. Motion carried unanimously. Commissioner Myers declared the meeting adjourned at 9:45 a.m.

Myra L. Miller, Secretary
Armstrong County Controller

Attest: _____
Aaron Poole, Chief Administrator
Armstrong County Board of Commissioners