

**MINUTES OF THE SALARY BOARD ORGANIZATIONAL MEETING HELD ON  
January 6, 2022**



The Armstrong County Salary Board Organizational Meeting was called to order by Commissioner Don Myers at 10:00 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 Resources Manager Audrey Campbell, Executive Director Area Agency on Aging Janet Talerico, District Attorney Katie Charlton, 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. Renshaw and seconded by Mr. Fabian to approve the minutes from the Salary Board Meeting held on December 15, 2021. Motion carried unanimously.

**ORGANIZATION OF SALARY BOARD FOR 2022**

**a. DISCUSSION ON 2022 SALARY BOARD MEETING SCHEDULE**

On a motion by Mr. Renshaw, seconded by Ms. Miller, and carried unanimously, the 2022 Salary Board Meeting Schedule was approved as follows: Meetings will be held the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of each month at 9:00 a.m.

**b. DISCUSSION ON 2022 SALARY PAY GRADES AND FIX PAY RANGES FOR CLASSIFICATION OF NON-SUPERVISORY AND SUPERVISORY PERSONNEL**

On a motion by Mr. Renshaw, seconded by Mr. Fabian, and carried unanimously, the 2022 Salary Pay Grades and Fix Pay Ranges for Classifications of Non-Supervisory and Supervisory Personnel were approved.

**c. DISCUSSION TO ACKNOWLEDGE DISTRICT ATTORNEY'S SALARY FOR 2022**

On a motion by Ms. Miller, seconded by Mr. Fabian, and carried unanimously, the District Attorney's salary for 2022 of \$196,119.00 per year, established by the State, was approved. The State will reimburse the County 65% of the District Attorney's salary for 2022.

d. **DISCUSSION TO ACKNOWLEDGE 2022 WORK HOURS OF COUNTY FACILITIES / DEPARTMENTS**

On a motion by Mr. Fabian, seconded by Mr. Renshaw, and carried unanimously, the 2022 Work hours of County Facilities/Departments were approved as follows:

- 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 AKNOWLEDGE ON CALL RATES FOR AAA**

On a motion by Mr. Renshaw, seconded by Mr. Fabian, and carried unanimously, the 2022 on call Rates for AAA were approved as follows: Weekdays \$85.00; Saturday, Sunday and Holidays \$115.00.

f. **DISCUSSION TO ESTABLISH COUNTY'S MILEAGE REIMBURSEMENT RATE FOR 2022**

On a motion by Ms. Miller, seconded by Mr. Fabian, and carried unanimously, the Salary Board tabled action on establishing the County's Mileage Reimbursement Rates for 2022.

g. **DISCUSSION TO ESTABLISH MEAL REIMBURSEMENT RATE FOR 2022**

On a motion by Mr. Fabian, seconded by Ms. Miller, and carried unanimously, it was approved that the meal reimbursement rate for 2022 is not to exceed \$40.00 per day.

h. **DISCUSSION TO ACKNOWLEDGE SICKDAY/PERSONAL DAYS/VACATION TIME FOR 2022**

On a motion by Ms. Miller, seconded by Mr. Fabian, and carried unanimously, it was approved to maintain the status quo for Sick Days/Personal Days/Vacation Time for 2022.

**RESOLUTION**

- a. On a motion by Mr. Fabian and seconded by Mr. Renshaw, Resolution #2019-02 (B) Establishing a Formula for Calculating Annual Pay Increases for At-Will Employees was adopted. Motion passed 3 to 1. Ms. Miller opposed. Controller Miller felt at-will employees should get the 3.3% the same as the residual bargaining group.

**JAIL – Warden Shaffer**

- a. **PAF 13222** was moved by Ms. Miller and seconded by Mr. Renshaw to recreate a full-time Corrections Officer position at \$16.00 per hour effective January 6, 2022, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 13221) Motion carried unanimously.

**PLANNING AND DEVELOPMENT/ECONOMIC DEVELOPMENT – Board of Commissioners**

- a. **PAF 13226** was moved by Mr. Fabian and seconded by Mr. Renshaw, to create a full-time Executive Director of Planning & Development/Economic Development position at Supervisory Pay Grade 26 (\$70,668.00 to \$92,215.50 per annum) effective January 6, 2022. Motion carried unanimously.
- b. **PAF 13226** was moved by Ms. Miller and seconded by Mr. Renshaw, to acknowledge the appointment/reassignment of Darin Alviano from full-time Interim Executive Director of Planning & Development/ Economic Development to Executive Director of Planning & Development/Economic Development at \$82,056.78 per annum (current rate) effective January 6, 2022, per unanimous recommendation of the IDC/IDA Board. Motion carried unanimously.

**VOTER REGISTRATION – Board of Commissioners**

- a. **PAF 13227** was moved by Mr. Fabian and seconded by Mr. Renshaw, to create a full-time Director of Elections/Chief Registrar position at Supervisory Pay Grade 11 (\$30,556.60 to \$39,858.00 per annum) effective January 6, 2022. Motion carried unanimously.
  
- b. **PAF 13227** was moved by Mr. Fabian and seconded by Mr. Renshaw, to acknowledge the appointment/reassignment of James Webb IV from Interim Director of Elections/Chief Registrar to full-time Director of Elections/Chief Registrar at \$35,412 per annum (Step F) effective January 6, 2022. Motion carried unanimously.

**OTHER BUSINESS**

*NONE*

**SALARY BOARD COMMENTS**

Ms. Miller stated that Salary Board Organization Meeting should be held on 1<sup>st</sup> Monday in January.

**COMMENTS FROM VISITORS**

*NONE*

**ADJOURNMENT**

There being no further business, it was moved by Ms. Miller and seconded by Mr. Renshaw that the meeting be adjourned. Motion carried unanimously. Commissioner Myers declared the meeting adjourned at 10:29 a.m.

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Myra L. Miller, Secretary  
Armstrong County Controller

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