

**MINUTES OF THE SALARY BOARD MEETING HELD ON
THURSDAY, MARCH 16, 2022**



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, Executive Director Regina Himes, Belmont Director Gary Montebell, Executive Director Area Agency on Aging Janet Talerico, Executive Director Planning and Development Darin Alviano, and Anne Cloonan, 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 Ms. Miller to approve the minutes from the Salary Board Meeting held on March 2, 2022. Motion carried unanimously.

PROBATION – Regina Himes / President Judge James Panchik

PAF 13307 was moved by Mr. Fabian and seconded by Ms. Miller, to acknowledge the appointment/reassignment of Annette Bowser to a full-time Adult Probation Secretary I position at \$11.40 per hour (Step H) effective March 16, 2022. Ms. Bowser had several years of clerical experience and three (3) years of experience working with the Courts, therefore it is requested at Pay Grade 5, Step H. (Created on PAF 13189) Motion carried unanimously.

PAF 13309 was moved by Ms. Miller and seconded by Mr. Fabian, to recreate a full-time Juvenile Probation Officer position at \$15.00 per hour effective March 16, 2022, per the ACAPE Collective Bargaining Agreement. (Voluntary resignation on PAF 13308) Motion carried unanimously.

AREA AGENCY ON AGING – Janet Talerico

PAF 13310 was moved by Mr. Renshaw and seconded by Ms. Miller, to abolish PAF 12578 (approved on 6/18/2020) and recreate a full-time Administrative Assistant position at Non-Supervisory Pay Grade 11 (\$12.43 to \$16.22 per hour) effective March 16, 2022. PAF 12578 is abolished due to originally being created over one year ago and aging out of the system without being filled. Motion carried unanimously.

PAF 13311 was moved by Mr. Fabian and seconded by Mr. Renshaw, to abolish PAF 12707 (approved on 10/21/2020) and recreate a full-time Aging Care Manager I position at Non-Supervisory Pay Grade 12 (\$13.06 to \$17.04 per hour) effective March 16, 2022. PAF 12707 is abolished due to originally being created over one year ago and aging out of the system without being filled. Motion carried unanimously.

PAF 13312 was moved by Ms. Miller and seconded by Mr. Renshaw, to abolish PAF 12541 (approved on 3/18/2020) and recreate a full-time Aging Care Manager I position at Non-Supervisory Pay Grade 12 (\$13.06 to \$17.04 per hour) effective March 16, 2022. PAF 12541 is abolished due to originally being created over one year ago and aging out of the system without being filled. Motion carried unanimously.

PAF 13313 was moved by Ms. Miller and seconded by Mr. Renshaw, to abolish PAF 12426 (approved on 11/20/2019) and recreate a full-time Aging Care Manager I position at Non-Supervisory Pay Grade 12 (\$13.06 to \$17.04 per hour) effective March 16, 2022. PAF 12426 is abolished due to originally being created over one year ago and aging out of the system without being filled. Motion carried unanimously.

BELMONT – Gary Montebell

PAF 13294 was moved by Ms. Miller and seconded by Mr. Renshaw, to create a temporary/seasonal casual part-time Maintenance Worker I position at \$9.74 per hour effective March 16, 2022. Position is needed to train another worker to operate the Zamboni as a backup. Motion carried unanimously.

INFORMATION TECHNOLOGY – Jason McClafferty

PAF 13300 Action on the recommendation to approve a salary adjustment for IT Director Jason McClafferty from \$71,235.84 per annum to \$76,076.00 per annum effective March 16, 2022. Motion to table was made by Ms. Miller, seconded by Mr. Renshaw, and carried unanimously. No action taken.

PAF 13301 Action on the recommendation to approve to reclassify the IT System Administrator position from Non-Supervisory Pay Grade 16 (\$15.88 to \$20.73 per hour) to Non-Supervisory Pay Grade 20 (\$19.30 to \$25.17 per hour) effective March 16, 2022. Motion to table was made by Ms. Miller, seconded by Mr. Renshaw, and carried unanimously. No action taken.

PAF 13301 Action on the recommendation to approve a salary adjustment for IT System Administrator Michael Ceschini from \$20.70 per hour to \$21.72 per hour (Step E) effective March 16, 2022. Additional website management has been introduced into Mike's job duties. The Conservation District site and Community Action site create revenue that offsets the salary adjustment. Motion to table was made by Ms. Miller, seconded by Mr. Renshaw, and carried unanimously. No action taken.

PAF 13302 Action on the recommendation to approve a salary adjustment for Network Administrator Kevin Orosz from \$17.32 per hour to \$19.54 per hour (Step H) effective March 16, 2022. Motion to table was made by Ms. Miller, seconded by Mr. Renshaw, and carried unanimously. No action taken.

PAF 13303 Action on the recommendation to approve to reclassify the IT Tech (Level 2) position from Non-Supervisory Pay Grade 13 (\$13.72 to \$17.90 per hour) to Non-Supervisory Pay Grade 16 (\$15.88 to \$20.73 per hour) effective March 16, 2022. Motion to table was made by Ms. Miller, seconded by Mr. Renshaw, and carried unanimously. No action taken.

PAF 13303 Action on the recommendation to approve a salary adjustment for IT Tech (Level 2) Nicholas Deyarmin from \$13.31 per hour to \$19.54 per hour (Step H) effective March 16, 2022. Nick has been with the County since January 2019 and has demonstrated his ability to solve IT related issues with little or no guidance. Nick was the onsite face of the IT department during the COVID-19 pandemic. Motion to table was made by Ms. Miller, seconded by Mr. Renshaw, and carried unanimously. No action taken.

PLANNING & DEVELOPMENT – Darin Alviano

PAF 13295 was moved by Ms. Miller and seconded by Mr. Renshaw, to create a full-time Senior Planner position at Non-Supervisory Pay Grade 17 (\$32,526.00 to \$42,451.50 per annum) effective March 16, 2022. Two resignations have necessitated the department to strategically utilize staff resources effectively. By creating this position, it allows for more flexibility to assign staff to a multitude of work assignments. (Voluntary resignation on PAF 13201) Motion carried unanimously.

PAF 13296 was moved by Ms. Miller and seconded by Mr. Renshaw, to create a full-time Senior Planner position at Non-Supervisory Pay Grade 17 (\$32,526.00 to \$42,451.50 per annum) effective March 16, 2022. Two resignations have necessitated the department to strategically utilize staff resources effectively. By creating this position, it allows for more flexibility to assign staff to a multitude of work assignments. (Voluntary resignation on PAF 13284) Motion carried unanimously.

PAF 13297 was moved by Mr. Fabian and seconded by Mr. Renshaw, to approve the reassignment of Allie Pence to a full-time Senior Planner position at \$32,526.00 per annum (Step A) effective March 20, 2022. Additional responsibilities have and are being expected to be placed upon Ms. Pence. (Created on PAF 13295) Motion carried unanimously.

OTHER BUSINESS

NONE

SALARY BOARD COMMENTS

NONE

COMMENTS FROM VISITORS

NONE

ADJOURNMENT

There being no further business, it was moved by Ms. Miller and seconded by Mr. Fabian that the meeting be adjourned. Motion carried unanimously. Commissioner Myers declared the meeting adjourned at 9:22 a.m.

Myra L. Miller, Secretary
Armstrong County Controller

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