

**MINUTES OF THE SALARY BOARD ORGANIZATIONAL MEETING HELD ON
JANUARY 4, 2023**



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

Roll Call:

Commissioner Myers	Present
Commissioner Renshaw	Present
Commissioner Fabian	Present
1 st Deputy Controller Tammie Gaff	Absent

Also present: Chief Administrator Aaron Poole, Human Resources Manager Audrey Campbell, 2nd Deputy Controller Teresa Horgos (OBO 1st Deputy Controller Tammie Gaff), Chief Public Defender James Priestersbach, District Attorney Katie Charlton, and A.J. Panian – 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 December 21, 2022. Motion carried unanimously.

ORGANIZATION OF SALARY BOARD FOR 2023:

a. DISCUSSION ON 2023 SALARY BOARD MEETING SCHEDULE

It was moved by Ms. Horgos, seconded by Mr. Renshaw, and carried unanimously to discuss 2023 the Salary Board Meeting Schedule.

It was moved by Mr. Fabian, seconded by Mr. Renshaw, and carried unanimously to approve the 2023 Salary Board Meeting Schedule as follows: Meetings will be held once a month on the 3rd Thursday of each month at 10:30 a.m.

b. DISCUSSION ON 2023 SALARY PAY GRADES AND FIX PAY RANGES FOR CLASSIFICATIONS OF NON-SUPERVISORY AND SUPERVISORY PERSONNEL

It was moved by Mr. Fabian, seconded by Mr. Renshaw, and carried unanimously to approve the 2023 Salary Pay Grades and Fix Pay Ranges for Classifications of Non-Supervisory and Supervisory Personnel. Mr. Fabian suggested searching for grant money to complete a new Salary Study.

c. DISCUSSION TO ACKNOWLEDGE DISTRICT ATTORNEY'S SALARY FOR 2023

It was moved by Mr. Fabian, seconded by Ms. Horgos, and carried unanimously to approve the District Attorney's Salary for 2023 to \$211,495.00 per year. Ms. Charlton noted that the District Attorney's salary is reimbursed at 65%.

d. DISCUSSION TO ACKNOWLEDGE 2023 WORK HOURS OF COUNTY FACILITIES/DEPARTMENTS

It was moved by Mr. Fabian, seconded by Ms. Horgos, and carried unanimously to approve the 2023 Work Hours of County Facilities/Departments as follows:

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

e. DISCUSSION TO AKNOWLEDGE ON CALL RATES FOR AAA

It was moved by Ms. Horgos, seconded by Mr. Fabian, and carried unanimously to approve 2023 On Call Rates for AAA. On-call rates of pay for Weekdays - \$80.00; and Saturday, Sunday and Holidays \$115.00 for 2023.

f. **DISCUSSION TO ESTABLISH COUNTY'S MILEAGE REIMBURSEMENT RATE FOR 2023**

- i. It was moved for discussion by Ms. Horgos, seconded by Mr. Renshaw, and carried unanimously to establish County's Mileage Reimbursement Rate for 2023.
- ii. It was moved by Ms. Horgos, seconded by Mr. Renshaw, and carried unanimously to increase to County's Mileage Reimbursement Rate to \$0.655 cents/mile. Motion carried unanimously.

g. **DISCUSSION TO ESTABLISH MEAL REIMBURSEMENT RATE FOR 2023**

It was moved by Mr. Fabian, seconded by Mr. Renshaw, and carried unanimously it was approved that the meal reimbursement rate for 2023 is not to exceed \$40.00 per day.

h. **DISCUSSION TO ACKNOWLEDGE SICKDAY/PERSONAL DAYS/VACATION TIME FOR 2023**

It was moved by Mr. Fabian, seconded by Mr. Renshaw, and carried unanimously to approve to maintain the status quo for Employee Sick Days/Personal Days/Vacation Time for 2023.

RESOLUTION

It was moved by Mr. Renshaw, seconded by Mr. Fabian, and carried unanimously to adopt Resolution #2019-02 (B) for Annual Pay Increases for At-Will Employees.

DISTRICT ATTORNEY – Katie Charlton

PAF 13715 was moved by Ms. Charlton and seconded by Ms. Horgos, to recreate a full-time First Assistant District Attorney position at Supervisory Pay Grade 25 (\$60,508.50 to \$78,975.00 per annum) effective January 4, 2023. (Voluntary resignation on PAF 13714) Motion carried unanimously.

PAF 13716 was moved by Ms. Charlton and seconded by Mr. Fabian, to acknowledge the appointment/reassignment of Rebecca Lozzi from full-time Deputy Assistant District Attorney at \$68,155.10 per annum to full-time First Assistant District Attorney at \$75,000.00 per annum effective January 4, 2023. (Created on PAF 13715) Motion carried unanimously.

PAF 13717 was moved by Ms. Charlton and seconded by Ms. Horgos, to recreate a full-time Assistant District Attorney (HAVIN) position at Supervisory Pay Grade 23 (\$54,892.50 to \$71,623.50 per annum) effective January 4, 2023. (Appointment/Reassignment on PAF 13716) Motion carried unanimously.

PAF 13718 was moved by Ms. Charlton and seconded by Mr. Fabian, to acknowledge the appointment/reassignment of Kendra Strobel from full-time Pre-Trial Diversion Assistant District Attorney at \$56,335.50 per annum to full-time Assistant District Attorney (HAVIN) at \$65,078.50 per annum effective January 4, 2023. (Created on PAF 13717) Motion carried unanimously.

PAF 13720 was moved by Ms. Charlton and seconded by Ms. Horgos, to create a casual part-time District Attorney Trial Support position at \$15.00 per hour effective January 4, 2023. Motion carried unanimously.

PAF 13720 was moved by Ms. Charlton and seconded by Mr. Renshaw, to acknowledge the appointment of Roberta Davis to a casual part-time District Attorney Trial Support position at \$15.00 per hour effective January 4, 2023, pending successful completion of pre-employment screenings. Motion carried unanimously.

CHILDREN, YOUTH AND FAMILIES – Paula McClure

PAF 13713 was moved by Ms. Horgos and seconded by Mr. Fabian, to recreate a full-time Caseworker I position at \$31,200.00 per annum effective January 4, 2023, per the SEIU Collective Bargaining Agreement. (Voluntary resignation on PAF 13708) Motion carried unanimously.

PUBLIC DEFENDER – James Spriestersbach

PAF 13712 was moved by Mr. Renshaw and seconded by Mr. Fabian, to create a full-time Assistant Public Defender position at \$57,500.00 per annum effective January 4, 2023. Additional Assistant Public Defender requested to remain effective pursuant to Federal and Pennsylvania Constitutions, as well as the Public Defender Act. Motion carried unanimously.

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 9:31 a.m.

Tammie Gaff
Armstrong County 1st Deputy Controller

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