

**MINUTES OF THE SALARY BOARD MEETING HELD ON
Thursday, July 20, 2023**



The Armstrong County Salary Board Meeting was called to order by Commissioner Donald K. Myers at 9:30 a.m. in the Commissioners' Conference Room.

Roll Call:

Commissioner Myers Present
Commissioner Renshaw Present
Commissioner Fabian Present
Acting Controller Tammie Gaff Present

Also present: Chief Administrator Aaron Poole, Human Resource Director Audrey Campbell, Public Safety Director Mike Mollick, 911 Coordinator Chad Gradwell, Children, Youth and Family Services Administrator Paula McClure, Area Agency on Aging Executive Director Janet Talerico, Register and Recorder Marianne Hileman, Treasurer Amanda Hiles

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. Gaff, to approve the minutes from the Salary Board Meeting held on June 15, 2023. Motion carried unanimously.

REGISTER/RECORDER/CLERK OF ORPHANS COURT – Marianne Hileman

PAF 14067 was moved by Mr. Fabian and seconded by Mr. Renshaw, to create a full-time Acting Register/Recorder/Clerk of Orphans Court position at \$71,708.00 per annum effective July 20, 2023. (Retirement of Elected Official) Motion carried unanimously.

PAF 14068 was moved by Ms. Hileman and seconded by Mr. Fabian, to acknowledge the appointment/reassignment of Lori Hirst from full-time Office Manager/1st Deputy Register/Recorder/Clerk of Orphans Court at \$41,067.00 per annum to full-time Acting Register/Recorder/Clerk of Orphans Court at \$71,708.00 per annum effective July 20, 2023. (Created on PAF 14067) Position start date will be September 7, 2023. Motion carried unanimously.

CONTROLLER – Tammie Gaff

PAF 13992 was moved by Ms. Gaff and seconded by Mr. Fabian, to acknowledge the appointment of Teresa Horgos from full-time Administrative Assistant/2nd Deputy at \$17.59 per hour to full-time A/P Supervisor at \$21.59 per hour effective July 20, 2023. Position start date will be June 18, 2023. Motion carried unanimously.

PAF 13993 was moved by Ms. Gaff and seconded by Mr. Renshaw, to acknowledge the appointment of Teresa Horgos, A/P Supervisor, as 1st Deputy Controller and compensate with a salary adjustment of \$0.50 per hour increase for additional duties and responsibilities effective July 20, 2023. Increase start date is pending swearing in. Motion carried unanimously.

PAF 13994 was moved Ms. Gaff and seconded by Mr. Renshaw, to approve a temporary salary adjustment of \$1.00 per hour from \$21.59 per hour to \$22.59 per hour for full-time A/P Supervisor Teresa Horgos effective July 20, 2023, due to a vacancy in the Controller's office. Adjustments to this salary increase will be made when the vacancy is filled. Salary adjustment will be effective June 18, 2023. Motion carried unanimously.

PAF 13995 was moved by Ms. Gaff and seconded by Mr. Fabian, to acknowledge the appointment of Amanda Rybarik, Retirement Specialist/AP Clerk, as 2nd Deputy Controller and compensate with a salary adjustment of \$0.25 per hour increase for additional duties and responsibilities effective July 20, 2023. Increase date is pending swearing in. Motion carried unanimously.

AREA AGENCY ON AGING – Janet Talerico

PAF 14043 was moved by Ms. Gaff and seconded by Mr. Renshaw, to recreate a part-time Senior Center Manager I position (29 hours/week) at Non-Supervisory Pay Grade 11 (\$12.43 to \$16.22 per hour) effective July 20, 2023. (Reassignment on PAF 14012) Motion carried unanimously.

PAF 14065 was made by Mr. Renshaw and seconded by Ms. Gaff, to recreate a part-time Senior Center Manager I position at Non-Supervisory Pay Grade 11 (\$12.43 to \$16.22 per hour) effective July 20, 2023. (Voluntary resignation on PAF 14064) Motion carried unanimously.

CHILDREN, YOUTH AND FAMILIES – Paula McClure

PAF 14042 was moved by Mr. Fabian and seconded by Mr. Renshaw, to approve the reassignment of Kathryn Judge from full-time Caseworker I to full-time Caseworker II at \$17.03 per hour effective July 20, 2023, due to successful completion of (1) year of service and the necessary requirements for certification of a Direct Service Worker and per the SEIU Collective Bargaining Agreement. Ms. Judge began employment on May 9, 2022. Caseworker II salary would become effective retro to May 9, 2023. Motion carried unanimously.

E-911 – Chad Gradwell

PAF 14050 was moved by Mr. Renshaw and seconded by Mr. Fabian, to approve the reassignment of Evan Kell from casual part-time Dispatcher Trainee at \$20.00 per hour to full-time 911 Dispatcher at \$23.00 per hour effective July 20, 2023, due to successful completion of the training on June 20, 2023. (Created on PAF 13638) Reassignment will be effective June 21, 2023. Motion carried unanimously.

PAF 14056 was moved by Mr. Fabian and seconded by Mr. Renshaw, to create a full-time CAD Coordinator/Deputy 911 Coordinator position at Supervisory Pay Grade 13 (\$35,921.60 to \$46,883.20 per annum) effective July 20, 2023. Motion carried unanimously.

PAF 14056 was moved by Mr. Renshaw and seconded by Ms. Gaff, to approve the reassignment of Peggy McAfoose from full-time CAD Coordinator/Administrative Assistant at \$47,049.60 per annum to full-time CAD Coordinator/Deputy 911 Coordinator at \$54,080.00 per annum effective July 20, 2023. Requested increase is to maintain parity with recent pay increases for 911 staff and dispatchers. Reassignment will be effective July 30, 2023. Motion carried unanimously.

PAF 14057 was moved by Mr. Renshaw and seconded by Ms. Gaff, to create a full-time 911 Quality Assurance/Training Coordinator position at Non-Supervisory Pay Grade 14 (\$14.41 to \$18.81 per hour) effective July 20, 2023. Motion carried unanimously.

PAF 14057 was moved by Mr. Fabian and seconded by Mr. Renshaw, to approve the reassignment of Lainey Kline from full-time Shift Supervisor at \$23.00 per hour to full-time 911 Quality Assurance/Training Coordinator at \$23.00 per hour effective July 20, 2023. Reassignment will be effective July 30, 2023. Motion carried unanimously.

PAF 14058 was moved by Mr. Renshaw and seconded by Mr. Fabian, to approve a salary adjustment for full-time 911 Addressing Coordinator Joyce Traister from \$23.54 per hour to \$25.00 per hour effective July 20, 2023. Requested increase is to maintain parity with recent pay increases for 911 staff. Salary adjustment will be effective July 30, 2023. Motion carried unanimously.

JAIL – Warden Hicks

PAF 14038 was moved by Mr. Fabian and seconded by Ms. Gaff, to recreate a full-time Corrections Officer position at \$16.00 per hour effective July 20, 2023, per the Teamsters' Collective Bargaining Agreement. (Voluntary Resignation on PAF 14037) Motion carried unanimously.

PAF 14061 was moved by Mr. Fabian and seconded by Ms. Gaff, to abolish PAF 13266 (approved on 2/16/2022) and recreate a full-time LPN position at \$17.95 per hour effective July 20, 2023, per the Teamsters' Collective Bargaining Agreement. PAF 13266 is abolished due to aging out of the system after going one (1) year without being filled. Motion carried unanimously.

PAF 14062 was moved by Mr. Renshaw and seconded by Mr. Fabian, to approve the reassignment of Christin Nichol from temporary part-time LPN to full-time LPN at \$17.95 per hour (current rate) effective July 20, 2023, per the Teamsters' Collective Bargaining Agreement. (Created on PAF 14061) Position start date will be July 20, 2023. Motion carried unanimously.

PAF 14063 was moved by Mr. Renshaw and seconded by Mr. Fabian, to recreate a temporary part-time LPN position at \$17.95 per hour effective July 20, 2023, per the Teamsters' Collective Bargaining Agreement. (Reassignment on PAF 14062) Motion carried unanimously.

PAF 14070 was moved by Mr. Renshaw and seconded by Mr. Fabian, to recreate a full-time Corrections Officer position at \$16.00 per hour effective July 20, 2023, per the Teamsters' Collective Bargaining Agreement. (Termination on PAF 14069) Motion carried unanimously.

PUBLIC SAFETY – Michael Mollick

PAF 14044 was moved by Mr. Renshaw and seconded by Ms. Gaff, to approve a salary adjustment from \$39,000.00 per annum to \$53,372.80 per annum with "on-call" status and increase hours from 37.5 per week to 40 per week for full-time HazMat Coordinator Jason Burns effective July 20, 2023. Requested increase is to maintain parity with recent pay increases for 911 staff. Salary adjustment will be effective July 30, 2023. Motion carried unanimously.

PAF 14045 was moved by Mr. Renshaw and seconded by Ms. Gaff, to create a full-time 911 Coordinator/Operations Manager position with "on-call" status at Supervisory Pay Grade 15 (\$37,128.00 to \$48,418.50 per annum) effective July 20, 2023. Motion carried unanimously.

PAF 14045 was moved by Mr. Renshaw and seconded by Mr. Fabian, to approve a reassignment of Chad Gradwell from full-time Deputy Director of Public Safety/911 Coordinator at \$46,999.94 per annum to full-time 911 Coordinator/Operations Manager \$61,360.00 per annum effective July 20, 2023. Requested increase is to maintain parity with recent pay increases for 911 staff and dispatchers. Salary adjustment will be effective July 30, 2023. Motion carried unanimously.

PAF 14046 was moved by Mr. Renshaw and seconded by Mr. Fabian, to approve a salary adjustment for full-time Emergency Preparedness Coordinator Rebecca Waugaman from \$40,345.50 per annum to \$48,750.00 per annum effective July 20, 2023. Requested increase is to maintain parity with recent pay increases for 911 staff. Salary adjustment will be effective July 30, 2023. Motion carried unanimously.

PAF 14047 was moved by Mr. Renshaw and seconded by Mr. Fabian, to approve a salary adjustment for full-time Director of Public Safety Michael Mollick from \$57,866.90 per annum to \$70,720.00 per annum with "on-call" status effective July 20, 2023. Requested increase is to maintain parity with recent pay increases for 911 staff. Salary adjustment will be effective July 30, 2023. Motion carried unanimously.

TAX CLAIM – Aaron Poole

PAF 14000 was moved by Ms. Gaff and seconded by Mr. Renshaw, to approve a one-time payment of \$1,191.66 for full-time Account Clerk Ruth Ann Colo due to performance of additional duties in the absence of a Tax Claim Bureau Director from March 25, 2023 thru June 26, 2023. This would be a \$2.00 per hour temporary adjustment from \$13.09 per hour to \$15.09 per hour for hours worked during that time period. Motion carried unanimously.

OTHER BUSINESS

NONE

SALARY BOARD COMMENTS

Treasurer Amanda Hiles: Ms. Hiles asked why her requests submitted on June 9, have not yet been included on a Salary Board Agenda. Salary Board agreed to have the requested items on the next Salary Board Meeting Agenda.

COMMENTS FROM VISITORS

NONE

ADJOURNMENT

There being no further business, it was moved by Mr. Renshaw and seconded by Ms. Gaff, that the meeting be adjourned. Motion carried unanimously. Commissioner Myers declared the meeting adjourned at 10:17 a.m.

Tammie Gaff
Acting Armstrong County Controller

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