

**MINUTES OF THE SALARY BOARD MEETING HELD ON
Friday, August 18, 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, Probation Assistant Director Chris Franceschi (OBO Regina Himes, Register and Recorder Marianne Hileman, Sheriff Frank Pitzer, 911 Coordinator/Operations Manager Chad Gradwell, Area Agency on Aging Executive Director Janet Talerico, CYFS Fiscal Officer Carly Hileman (OBO Paula McClure), President Judge James Panchik, Chief Public Defender James Priestestersbach, Treasurer Amanda Hiles, District Attorney Katie Charlton, Jail Warden Jessica Hicks, Dennis Phillips Leader-Times.

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 10, 2023. Motion carried unanimously.

COURTS – President Judge James Panchik

PAF 14090 was moved by Judge Panchik and seconded by Ms. Gaff, to recreate a casual part-time Tipstaff position at \$10.00 per hour effective August 18, 2023. (End of Assignment on PAF 13972) Motion carried unanimously.

PAF 14091 was moved by Judge Panchik and seconded by Ms. Gaff, to recreate a casual part-time Tipstaff position at \$10.00 per hour effective August 18, 2023. (End of Assignment on PAF 13973) Motion carried unanimously.

PAF 14107 was moved by Judge Panchik and seconded by Mr. Fabian, to approve a salary adjustment for full-time Senior Law Clerk Karen Pressler from \$55,000.00 per annum to \$58,500.00 per annum effective August 18, 2023, due to increased workload. Salary adjustment will be effective August 27, 2023. Motion carried unanimously.

PROBATION – Regina Himes/President Judge James Panchik

PAF 14140 was moved by Judge Panchik and seconded by Ms. Gaff, to recreate a full-time Adult Probation Officer position at \$18.00 per hour effective August 18, 2023, per the ACAPE Collective Bargaining Agreement. (Voluntary resignation/reassignment on PAF 14139) Motion carried unanimously.

DISTRICT ATTORNEY – Kathleen Charlton

PAF 14077 was moved by Ms. Charlton and seconded by Mr. Fabian, to create a temporary part-time Detective Co-Op position at \$15.00 to \$17.00 per hour effective August 18, 2023. This position is being created due to vacancies in the Detective Bureau. Motion carried unanimously.

PAF 14077 was moved by Ms. Charlton and seconded by Mr. Fabian, to acknowledge the appointment of Mykenzi Toy to a temporary part-time Detective Co-Op position at \$17.00 per hour effective August 18, 2023, pending successful completion of pre-employment screenings. Motion carried unanimously.

PAF 14124 was moved by Ms. Charlton and seconded by Ms. Gaff, to recreate a full-time Victim/Witness Secretary position at Non-Supervisory Pay Grade 6 (\$9.74 to \$12.71 per hour) effective August 18, 2023, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation/ retirement on PAF 14076) Motion carried unanimously.

PAF 14125 was moved by Ms. Charlton and seconded by Mr. Fabian, to recreate a full-time County Detective position at \$20.00 per hour effective August 18, 2023, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 14078) Motion carried unanimously.

REGISTER/RECORDER/CLERK OF ORPHANS COURT – Marianne Hileman

PAF 14109 was moved by Ms. Hileman and seconded by Mr. Fabian, to recreate a full-time Office Manager position at Supervisory Pay Grade 9 (\$27,209.50 to \$36,153.00 per annum) effective August 18, 2023. (Appointment/reassignment on PAF 14068) Motion carried unanimously.

PA 14109 was moved by Ms. Hileman and seconded by Mr. Fabian, to acknowledge the appointment/reassignment of Johnna Deyarmin from full-time Administrative Assistant II/2nd Deputy at \$30,693.00 per annum to full-time Office Manager at \$35,000.00 per annum effective August 18, 2023. Position start date will be September 7, 2023. Motion carried unanimously.

PAF 14110 was moved by Ms. Hileman and seconded by Mr. Fabian, to acknowledge the appointment of Johnna Deyarmin, full-time Office Manager, as 1st Deputy Register/Recorder and compensate with a salary adjustment of \$0.50 per hour increase for additional duties and responsibilities effective August 18, 2023. Her new rate will be \$18.45 per hour. Position start date will be September 7, 2023. Motion carried unanimously.

SHERIFF – Frank Pitzer

PAF 14097 was moved by Mr. Pitzer and seconded by Mr. Fabian, to recreate a full-time Department Clerk II position at \$10.25 per hour effective August 18, 2023, per the Teamsters' Collective Bargaining Agreement. (Termination on PAF 14096) Motion carried unanimously.

PAF 14118 was moved by Mr. Pitzer and seconded by Mr. Fabian, to recreate a full-time Deputy Sheriff position at \$16.00 per hour effective August 18, 2023, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 14117) Motion carried unanimously.

PAF 14138 was moved by Mr. Pitzer and seconded by Mr. Fabian, to acknowledge the appointment/reassignment of Jonathon Bielek to a full-time Deputy Sheriff position at \$16.58 per hour effective August 18, 2023, per the Teamsters' Collective Bargaining Agreement. (Created on PAF 14118) Mr. Bielek will be transferring from the Probation Office to the Sheriff's office. Position start date will be August 23, 2023. Motion carried unanimously.

Mr. Pitzer commented that he had concerns for safety if five deputies walk out. Wanted raises for Union Deputy Sheriff. Board of Commissioners position – in arbitration now, cannot discuss in public.

TREASURER – Amanda Hiles

PAF 14018 was moved by Ms. Hiles and seconded by Mr. Fabian, to approve a salary adjustment for full-time Fiscal Technician II/1st Deputy Lisa Geyer from \$18.46 per hour to \$20.09 per hour effective August 18, 2023, due to additional duties related to tax collector reports and inputting into tax claim, increased public inquiries, and providing support for other short-staffed offices including our own office being short-staffed, increased work flow with change in antlerless deer license sales. Increase will be effective June 19, 2023. Motion failed 2 to 3. Mr. Myers, Mr. Renshaw, and Mr. Fabian opposed.

AREA AGENCY ON AGING – Janet Talerico

PAF 14126 was moved by Mr. Fabian and seconded by Mr. Renshaw, to create a full-time Acting Director position at Supervisory Pay Grade 24 (\$53,799.20 to \$70,197.40 per annum) effective August 18, 2023. (Voluntary resignation/retirement on PAF 14065) Position start date will be September 9, 2023. Motion carried unanimously.

PAF 14127 was moved by Mr. Fabian and seconded by Mr. Renshaw, to create a full-time Deputy Director position at Supervisory Pay Grade 21 (\$46,446.40 to \$60,606.00 per annum) effective August 18, 2023, due to reorganization of Area Agency on Aging Administration structure. Motion carried unanimously.

ASSESSMENT

PAF 14113 was moved by Mr. Renshaw and seconded by Mr. Fabian, to approve a temporary salary adjustment of \$2.00 per hour from \$18.88 per hour to \$20.88 per hour for full-time Office Manager Sarah Green effective August 18, 2023, due to short-staffing. Adjustment to this salary increase will be made when the vacant position is filled. Increase will be effective August 27, 2023. Motion carried unanimously.

PAF 14114 was moved by Mr. Renshaw and seconded by Mr. Fabian, to approve a temporary salary adjustment of \$2.00 per hour from \$11.62 per hour to \$13.62 per hour for full-time Department Clerk III Felicia Whiteman effective August 18, 2023, due to short-staffing. Adjustment to this salary increase will be made when the vacant position is filled. Increase will be effective August 27, 2023. Motion carried unanimously.

PAF 14120 was moved by Mr. Fabian and seconded by Ms. Gaff, to approve the hiring of Cathleen Beere to a full-time Chief Assessor position at \$50,000.00 per annum effective August 18, 2023, pending successful completion of pre-employment screenings. (Created on PAF 13808) Ms. Beere is returning to the Assessment office where she was employed prior to resignation, therefore, she will accrue compensable (sick and vacation) time at the same rate as prior to her resignation. Motion carried unanimously.

CHILDREN, YOUTH AND FAMILIES – Paula McClure

PAF 14111 was moved by Mr. Renshaw and seconded by Ms. Gaff, to approve a temporary salary adjustment of \$3.00 per hour from \$11.09 per hour to \$14.09 per hour for full-time Clerk Typist Kathryn Medeiros effective retro to August 1, 2022, due to resignation on PAF 13512. We are requesting Kathryn be compensated an additional \$3.00 per hour temporarily for assuming these responsibilities in addition to her assigned responsibilities. This is temporary until the vacant clerk typist position is filled which has remained vacant. CYF has funds available in the budget for this temporary increase. Motion carried unanimously.

PAF 14119 was moved by Mr. Fabian and seconded by Ms. Gaff, to approve the hiring of Jennifer Costanzo to a full-time Social Services Aide position at \$12.24 per hour effective August 18, 2023, per the Teamsters' Collective Bargaining Agreement and pending successful completion of pre-employment screenings. (Created on PAF 13643) Position start date will be August 21, 2023. Motion carried unanimously.

PAF 14122 was moved by Mr. Fabian and seconded by Mr. Renshaw, to approve to abolish PAF 13081 (approved on 8/18/2021) and recreate a full-time Program Specialist position (Foster Care/Independent Living Coordinator) position at Supervisory Pay Grade 13 (\$33,676.50 to \$43,953.00 per annum) effective August 18, 2023. PAF 13081 is abolished due to aging out of the system without being filled. Motion carried unanimously.

PAF 14123 was moved by Mr. Fabian and seconded by Mr. Renshaw, to approve the reassignment of Tiffany Cline from full-time Caseworker II at \$45,435.00 per annum to full-time Program Specialist (Foster Care/Independent Living Coordinator) at \$47,435.00 per annum effective August 18, 2023. (Created on PAF 14122) Position start date will be September 11, 2023. Motion carried unanimously.

PAF 14133 was moved by Mr. Fabian and seconded by Mr. Renshaw, to create a full-time Caseworker I position at \$31,200.00 per annum effective August 18, 2023, per the SEIU Collective Bargaining Agreement. (Reassignment on PAF 14123) Motion carried unanimously.

PAF 14134 was moved by Mr. Fabian and seconded by Ms. Gaff, to create a full-time Caseworker I position at \$31,200.00 per annum effective August 18, 2023, per the SEIU Collective Bargaining Agreement. (Reassignment on PAF 13970) Motion carried unanimously.

E-911 – Chad Gradwell

PAF 14094 was moved by Mr. Fabian and seconded by Mr. Renshaw, to approve the hiring of Sara A. Starke to a casual part-time Dispatcher Trainee position at \$20.00 per hour effective August 18, 2023, pending successful completion of pre-employment screenings. (Created on PAF 10691) Motion carried unanimously.

PAF 14095 was moved by Mr. Fabian and seconded by Mr. Renshaw, to approve the hiring of Jory Wright to a casual part-time Dispatcher Trainee position at \$20.00 per hour effective August 18, 2023, pending successful completion of pre-employment screenings. (Created on PAF 10691) Motion carried unanimously.

JAIL – Warden Hicks

PAF 14073 was moved by Mr. Fabian and seconded by Ms. Gaff, to recreate a full-time Corrections Officer position at \$16.00 per hour effective August 18, 2023, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 14072) Motion carried unanimously.

14106 was moved by Mr. Fabian and seconded by Ms. Gaff, to recreate a full-time Maintenance Worker III position at Non-Supervisory Pay Grade 10 (\$11.86 to \$15.49 per hour) effective August 18, 2023, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation/retirement on PAF 14105) Motion carried unanimously.

MAPPING

PAF 14115 was moved by Mr. Fabian and seconded by Mr. Renshaw, to approve a temporary salary adjustment of \$2.00 per hour from \$25.38 per hour to \$27.38 per hour for full-time Senior Mapper Bridget Edwards effective August 18, 2023, due to short-staffing. Adjustment to this salary increase will be made when the vacant position is filled. Increase will be effective August 27, 2023. Motion carried unanimously.

PAF 14116 was moved by Mr. Fabian and seconded by Mr. Renshaw, to approve a temporary salary adjustment of \$2.00 per hour from \$15.04 per hour to \$17.04 per hour for full-time GIS Technician April Snyder effective August 18, 2023, due to short-staffing. Adjustment to this salary increase will be made when the vacant position is filled. Increase will be effective August 27, 2023. Motion carried unanimously.

PUBLIC DEFENDER – James Spriestersbach

PAF 14112 was moved by Mr. Fabian and seconded by Ms. Gaff, to create a full-time Law Clerk position at \$50,000.00 per annum effective August 18, 2023. This position is to target law students who recently took the Bar Exam and are awaiting results. Position will only be filled if full-time Assistant Public Defender position is vacant. Motion carried unanimously.

PAF 14132 was moved by Mr. Fabian and seconded by Mr. Renshaw, to recreate a full-time Chief Public Defender position at \$65,000.00 per annum effective August 18, 2023. (Voluntary resignation on PAF 14131) Motion carried unanimously.

OTHER BUSINESS

Mr. Poole recommended a compensation survey.

SALARY BOARD COMMENTS

NONE

OMMENTS 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 10:16 a.m.

Tammie Gaff
Acting Armstrong County Controller

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