

**MINUTES OF THE SALARY BOARD MEETING HELD ON  
Thursday, May 2, 2024**



The Armstrong County Salary Board Meeting was called to order by Commissioner John W. Strate at 10:30 a.m. in the Commissioners' Conference Room.

**Roll Call:**

Commissioner Strate Present  
Commissioner Shea Present  
Commissioner Fabian Present  
Controller Gaff Present

Also present: Chief Administrator Aaron Poole, Human Resource Director Audrey Campbell, Jail Warden Jessica Hicks, Recycling Manager George Skamai, Magisterial District Judge Gary Decomo, Area Agency on Aging Acting Executive Director Lisa Shaffer, Judge Chase McClister (OBO President Judge Panchik), Court Administrator Brandi Benton, Prothonotary Annette Bowser, Sheriff Frank Pitzer

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. Shea and seconded by Ms. Gaff, to approve the minutes from the Salary Board Meeting held on April 18, 2024. Motion carried unanimously.

**ELECTION NIGHT WORKER SCHEDULE**

It was moved by Mr. Shea and seconded by Ms. Gaff, to approve the Election Night Worker Scheduled for Tuesday, April 23, 2024. Motion carried unanimously.

**COURTS - President Judge James Panchik**

**PAF 14367** was moved by Mr. Shea and seconded by Mr. Fabian, to acknowledge the appointment of Aya Albasti to a full-time Law Clerk position at \$48,000.00 per annum effective May 2, 2024, pending successful completion of pre-employment screenings. (Created on PAF 14030) Position start date will be September 3, 2024. Motion carried unanimously.

**DISTRICT COURT 33-3-01 – Gary DeComo**

**PAF 14359** was moved by Mr. Shea and seconded by Ms. Gaff, to create a temporary casual part-time Magisterial District Court Clerk position at \$15.00 per hour effective May 2, 2024. Position is needed to provide support to existing staff due to a medical leave of absence. Position will be abolished when full-time employee is returned to active status. Motion passed 3 to 1. Mr. Fabian opposed.

## **PROTHONOTARY/CLERK OF COURTS – Annette Bowser**

**PAF 14346** was moved by Mr. Shea and seconded by Ms. Gaff, to recreate a full-time Clerk of Courts Department Clerk II position at Non-Supervisory Pay Grade 6 (\$9.74 to \$12.71 per hour) effective May 2, 2024, per the Teamsters' Collective Bargaining Agreement. Recreation of this position is due to the position recreated on PAF 13780 remaining vacant is excess of one (1) year and aging out of the system. Motion carried unanimously.

## **SHERIFF – Frank Pitzer**

**PAF 14358** was moved by Mr. Shea and seconded by Ms. Gaff, to recreate a full-time Deputy Sheriff position at \$16.00 per hour effective May 2, 2024, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 14357) Motion carried unanimously.

## **AREA AGENCY ON AGING – Lisa Shaffer**

**PAF 14351** was moved by Mr. Shea and seconded by Ms. Gaff, to recreate a full-time Clerk Typist position at Non-Supervisory Pay Grade 10 (\$11.86 to \$15.49 per hour) effective May 2, 2024. (Voluntary resignation on PAF 14309) Motion carried unanimously.

**PAF 14352** was moved by Mr. Shea and seconded by Ms. Gaff, to recreate a full-time Fiscal Officer II position at Supervisory Pay Grade 18 (\$40,131.00 to \$52,343.20 per annum) effective May 2, 2024. (Voluntary resignation on PAF 14337) Motion carried unanimously.

## **JAIL – Warden Hicks**

**PAF 14363** was moved by Mr. Fabian and seconded by Ms. Gaff, to recreate a full-time Corrections Officer position at \$16.00 per hour effective May 2, 2024, per the Teamsters' Collective Bargaining Agreement. (Reassignment on PAF 13870) Motion carried unanimously.

**PAF 14364** was moved by Mr. Fabian and seconded by Ms. Gaff, to recreate a full-time Corrections Officer position at \$16.00 per hour effective May 2, 2024, per the Teamsters' Collective Bargaining Agreement. (Reassignment on PAF 14324) Motion carried unanimously.

**PAF 14366** was moved by Mr. Fabian and seconded by Ms. Gaff, to recreate a full-time Corrections Officer position at \$16.00 per hour effective May 2, 2024, per the Teamsters' Collective Bargaining Agreement. (Reassignment on PAF 14365) Motion carried unanimously.

## **PUBLIC WORKS – Roger McMillen**

**PAF 14361** was moved by Ms. Gaff and seconded by Mr. Shea, to create a temporary casual part-time Maintenance Worker Assistant position at \$10.00 per hour effective May 2, 2024. Motion carried unanimously.

**PAF 14361** was moved by Mr. Shea and seconded by Ms. Gaff, to approve the hiring of Garrett Brumbaugh to a temporary casual part-time Maintenance Worker Assistant position at \$10.00 per hour effective May 2, 2024, pending successful completion of pre-employment screenings. Motion passed 3 to 1. Mr. Fabian abstained.

## **RECYCLING CENTER – George Skamai**

**PAF 14350** was moved by Mr. Shea and seconded by Ms. Gaff, to create a casual part-time Recycling Specialist position at \$15.00 per hour effective May 2, 2024. Motion carried unanimously.

**PAF 14350** was moved by Mr. Shea and seconded by Ms. Gaff, to approve the hiring of Curtis R. Green to a casual part-time Recycling Specialist position at \$15.00 per hour effective May 2, 2024, pending successful completion of pre-employment screenings. Motion carried unanimously.

**OTHER BUSINESS**

*NONE*

**SALARY BOARD COMMENTS**

Mr. Fabian commented that Salary Board should be consistent with rates for part time employees.

**COMMENTS FROM VISITORS**

*NONE*

**ADJOURNMENT**

There being no further business, it was moved by Mr. Shea and seconded by Ms. Gaff, that the meeting be adjourned. Motion carried unanimously. Commissioner Strate declared the meeting adjourned at 10:53 a.m.

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Tammie Gaff  
Armstrong County Controller

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