

**MINUTES OF THE SALARY BOARD MEETING HELD ON
Thursday, September 5, 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 Absent

Also present: Chief Administrator Aaron Poole, Human Resource Director Audrey Campbell, Public Safety Director Mike Mollick o/b/o Chad Gradwell, First Deputy Controller Teresa Horgos o/b/o Controller Tammie Gaff, Prothonotary Annette Bowser, Jail Warden Jessica Hicks, Belmont Complex Director Gary Montebell, District Attorney Katie Charlton, CYFS Administrator Paula McClure, Domestic Relations Director Denise Brumbaugh

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 Mr. Fabian, to approve the minutes from the Salary Board Meeting held on August 15, 2024. Motion carried unanimously.

DOMESTIC RELATIONS – Denise Brumbaugh

PAF 14516 was moved by Mr. Shea and seconded by Mr. Fabian, to recreate a full-time Administrative Assistant II position at Non-Supervisory Pay Grade 11 (\$12.43 to \$16.22 per hour) effective September 5, 2024, per the Teamsters Collective Bargaining Agreement. The position will be filled at \$15.43 per hour (\$12.43 per hour at Step A plus \$3.00 per hour for short-staffing issues). The cost of this position is reimbursed 66% by the Incentive Funds received in Domestic Relations from the Bureau of Child Support. (Voluntary resignation on PAF 14515) Motion carried unanimously.

DISTRICT ATTORNEY – Kathleen Charlton

PAF 14534 was moved by Ms. Horgos and seconded by Mr. Shea, to recreate a casual part-time County Detective position at \$20.00 per hour effective September 5, 2024, per the Teamsters' Collective Bargaining Agreement. This recreate is due to the previous position created on PAF 13911 remaining vacant for over a year without being filled and aging out of the system. Motion carried unanimously.

PAF 14534 was moved by Mr. Fabian and seconded by Mr. Shea, to acknowledge the appointment of Michael Kapustik to a casual part-time County Detective position at \$20.00 per hour effective September 5, 2024, per the Teamsters' Collective Bargaining Agreement and pending successful completion of pre-employment screenings. Motion carried unanimously.

PROTHONOTARY / CLERK OF COURTS – Annette Bowser

PAF 14522 was moved by Ms. Bowser and seconded by Mr. Shea, to recreate a full-time Prothonotary Department Clerk III position at \$13.00 per hour effective September 5, 2024. (Termination on PAF 14521) Motion carried unanimously.

BELMONT – Gary Montebell

PAF 14512 was moved by Mr. Shea and seconded by Ms. Horgos, to approve the hiring of Israel Neal and Kazimir Duncan to temporary/seasonal casual part-time Belmont Worker positions at \$8.25 per hour (Step B) effective September 5, 2024, pending successful completion of pre-employment screenings. (Created on PAF 10777/13857) Motion carried unanimously.

CHILDREN, YOUTH AND FAMILIES – Paula McClure

PAF 14511 was moved by Mr. Shea and seconded by Ms. Horgos, to recreate a full-time Social Services Aide position at Non-Supervisory Pay Grade 7 (\$10.23 to \$13.38 per hour) effective September 5, 2024, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 14510) Motion carried unanimously.

E-911 – Chad Gradwell

PAF 14531 was moved by Mr. Shea and seconded by Ms. Horgos, to approve the hiring of Cassandra D. Lang to a casual part-time Dispatcher Trainee position at \$20.00 per hour effective September 5, 2024, pending successful completion of pre-employment screenings. (Created on PAF 10691) Position start date will be September 23, 2024. Motion carried unanimously.

PAF 14532 was moved by Mr. Shea and seconded by Ms. Horgos, to approve the hiring of Laura E. Miller to a casual part-time Dispatcher Trainee position at \$20.00 per hour effective September 5, 2024, pending successful completion of pre-employment screenings. (Created on PAF 10691) Position start date will be September 23, 2024. Motion carried unanimously.

PAF 14533 was moved by Mr. Shea and seconded by Ms. Horgos, to approve the hiring of Carrie A. Smith to a casual part-time Dispatcher Trainee position at \$20.00 per hour effective September 5, 2024, pending successful completion of pre-employment screenings. (Created on PAF 10691) Position start date will be September 23, 2024. Motion carried unanimously.

JAIL – Warden Hicks

PAF 14519 Mr. Fabian and seconded by Mr. Shea, to recreate a full-time Corrections Officer position at \$18.00 per hour effective September 5, 2024, per the Teamsters' Collective Bargaining Agreement. (Termination on PAF 14518) Motion carried unanimously.

PAF 14525 Mr. Fabian and seconded by Mr. Shea, to recreate a full-time Corrections Officer position at \$18.00 per hour effective September 5, 2024, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 14524) Motion carried unanimously.

OTHER BUSINESS

NONE

SALARY BOARD COMMENTS

NONE

ANNOUNCEMENTS

Mr. Fabian reminded the public that the September 19, 2024 Salary Board Meeting has been cancelled.

COMMENTS FROM VISITORS

NONE

ADJOURNMENT

There being no further business, it was moved by Mr. Shea and seconded by Ms. Horgos, that the meeting be adjourned. Motion carried unanimously. Commissioner Strate declared the meeting adjourned at 10:39 a.m.

Tammie Gaff
Armstrong County Controller

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