

**MINUTES OF THE SALARY BOARD MEETING HELD ON
Thursday, October 3, 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, Domestic Relations Director Denise Brumbaugh, Jail Warden Jessica Hicks, Prothonotary Annette Bowser, Chief Deputy Sheriff Terry Bish, District Attorney Katie Charlton, 911 Coordinator Chad Gradwell, President Judge James Panchik, Josh Walzak – Leader Vindicator, 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. Shea and seconded by Ms. Gaff, to approve the minutes from the Salary Board Meeting held on September 5, 2024. Motion carried unanimously.

BOARD OF COMMISSIONERS

PAF 14562 was moved by Mr. Fabian and seconded by Mr. Shea, to approve salary adjustments per the attached list, effective October 3, 2024. Salary adjustments will be retroactive to January 1, 2024, and based on the County's General Pay Increase of January 1, 2024, and as per Resolution 2019-02 (C). Motion carried unanimously.

DOMESTIC RELATIONS – Denise Brumbaugh / President Judge James Panchik

PAF 14539 was moved by Mr. Shea and seconded by Mr. Panchik, 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 14538) Motion carried unanimously.

PAF 14543 was moved by Mr. Panchik and seconded by Mr. Shea, to acknowledge the appointment of Christina Futscher to a full-time Administrative Assistant II position at \$15.43 per hour (\$12.43 per hour at Step A plus \$3.00 per hour for short-staffing issues) effective October 3, 2024, pending successful completion of pre-employment screenings. The cost of this position is reimbursed 66% by the Incentive Funds received in Domestic Relations from the Bureau of Child Support. (Created on PAF 14539) Position start date will be October 21, 2024. Motion carried unanimously.

PAF 14563 was moved by Mr. Panchik and seconded by Mr. Shea, to approve a temporary salary increase of \$3.00 per hour for full-time Enforcement Officer Leanna Sims-Chuhra from \$19.07 per hour to \$22.07 per hour effective October 3, 2024, due to vacancies in the Domestic Relations office. Employees have assumed additional duties due to the inability to fill all vacant positions. Adjustments to the salary will be made until all vacancies are filled. Temporary increase shall be reimbursed 66% to the County General Fund with monies received in Domestic Relations from the Bureau of Child Support Enforcement. Salary adjustment will be effective July 15, 2024. Motion carried unanimously.

DISTRICT ATTORNEY – Kathleen Charlton

PAF 14552 was moved by Ms. Charlton and seconded by Mr. Shea, to recreate a temporary part-time County Detective Co-Op position at \$15.00 to \$17.00 per hour effective October 3, 2024. This position is being created due to vacancies in the Detective Bureau. (End of assignment on PAF 14502) Motion carried unanimously.

SHERIFF – Frank Pitzer

PAF 14560 was moved by Mr. Shea but action was challenged by Mr. Fabian citing Mr. Shea was Sheriff Pitzer's campaign manager and would violate "Pay to Play" laws. Mr. Shea rescinded his motion. PAF 14560 was then moved by Mr. Bish and seconded by Ms. Gaff, to approve a one-time payment for the Sheriff's Office per the attached list. Mr. Fabian and Ms. Gaff expressed concerns about the County only retaining 12.5% to cover expenses and that the deputies had already been paid an hourly wage to perform these duties. An amended motion was made by Mr. Fabian and seconded by Ms. Gaff for the County to retain 25% of the \$48,118.08, Sheriff Pitzer's portion would be paid to the Sheriff's equipment fund, and no money would be paid until a policy is established for payments for this service moving forward. Motion carried unanimously.

PAF 14561 was moved by Mr. Fabian and seconded by Mr. Bish, to table the action to abolish the action taken on PAF 14326 to recreate a full-time Department Clerk II position effective October 3, 2024. Motion carried unanimously. No action taken.

E-911 – Chad Gradwell

PAF 14547 was moved by Ms. Gaff and seconded by Mr. Shea, to approve the reassignment of Jordyn Weaver from casual part-time Dispatcher Trainee at \$20.00 per hour to full-time Dispatcher position at \$23.00 per hour effective October 3, 2024. (Created on PAF 14380) Reassignment will be effective September 6, 2024. Motion carried unanimously.

PAF 14548 was moved by Ms. Gaff and seconded by Mr. Shea, to approve the reassignment of Rebecca Huston from casual part-time Dispatcher Trainee at \$20.00 per hour to full-time Dispatcher position at \$23.00 per hour effective October 3, 2024. (Created on PAF 14381) Reassignment will be effective September 6, 2024. Motion carried unanimously.

JAIL – Warden Hicks

PAF 14541 was moved by Ms. Gaff and seconded by Mr. Shea to recreate a full-time Corrections Officer position at \$18.00 per hour effective October 3, 2024, per the Teamsters' Collective Bargaining Agreement. (Termination on PAF 14540) Motion carried unanimously.

OTHER BUSINESS

NONE

SALARY BOARD COMMENTS

NONE

COMMENTS FROM VISITORS

NONE

ADJOURNMENT

There being no further business, it was moved by Mr. Fabian and seconded by Mr. Shea, that the meeting be adjourned. Motion carried unanimously. Commissioner Strate declared the meeting adjourned at 11:15 a.m.

Tammie Gaff
Armstrong County Controller

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

Employee Name	Title	2023 Pay Rate	Increase	2024 Rate
			3.00%	
Ammerman, Bridget R.	FT Microfilm Records Coordinator	17.97	0.54	18.51
Dickey, Deneen E.	806 - D.A. Legal Secretary III	14.95	0.45	15.40
Frederick, Elizabeth	28 - Secretary III	10.00	0.30	10.30
Pasqualini, Lorna	2109 - Public Defender Paralegal	18.11	0.54	18.65
Rawson, Pearl K.	808 - Victim Witness Coordinator	19.03	0.57	19.60
Baum, Jamie	2304 - Deputy Sheriff	17.42	0.52	17.94
Bielek, Jonathon C	2304 - Deputy Sheriff	16.58	0.50	17.08
Eberle, Taylor L.	2304 - Deputy Sheriff	16.91	0.51	17.42
Mohney, Dakota	2304 - Deputy Sheriff	16.58	0.50	17.08
Yount, Tanya	2311 - Paralegal Sheriff	15.87	0.48	16.35

Sheriff's Deputies

		9/26/2024		10/7/2024
	Fund(FP)	6,000.00	@ 75% =	4,500.00
<i>Terry</i>	TB	6,178.79	@ 75% =	4,634.09 ✓
<i>Taylor</i>	TE	6,178.79	@ 75% =	4,634.09 ✓
<i>Jamie</i>	JB	6,178.79	@ 75% =	4,634.09 ✓
<i>Dakota</i>	DM	6,178.79	@ 75% =	4,634.09 ✓
<i>Bielek</i>	JB	3,681.78	@ 75% =	2,761.34 ✓
<i>Dunning</i>	BD	681.78	@ 75% =	511.34 ✓
<i>Jess Walters</i>	JW	681.78	@ 75% =	511.34 ✓
<i>Mark</i>	MB	6,178.79	@ 75% =	4,634.09 ✓
<i>Panya</i>	TY	6,178.79	@ 75% =	4,634.09 ✓
		<u>48,118.08</u>		<u>36,088.56</u>
Less:		25%		
		36,088.56		

OKAY TO PAY IMMEDIATELY

AS

Board of Commissioners	
APPROVED	DISAPPROVED
<i>ALS</i>	John W. Sirate
	Anthony G. Shea
	Pat Fabian

ty

[Handwritten signatures]