

**MINUTES OF THE SALARY BOARD MEETING HELD ON
Thursday, March 20, 2025**



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 Clerk Karen Notto, Human Resource Manager Audrey Campbell, District Attorney Katie Charlton, 911 Coordinator Chad Gradwell, Chief Assessor Cathleen Beere, Tax Claim Director Elizabeth Johns, CYFS Administrator Paul McClure, Chief Detective Shane Lash, Magistrate Judge Gary DeComo, County Solicitor Tim Miller

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 February 20, 2025. Motion carried unanimously.

DISTRICT COURT 33-3-01 – Gary DeComo / President Judge James Panchik

PAF 14753 was moved by Mr. Fabian and seconded by Mr. Shea to recreate a full-time Magisterial District Court Clerk position at Non-Supervisory Pay Grade 12 (\$13.06 to \$17.04 per hour) effective March 20, 2025. (Voluntary resignation/retirement on PAF 14752) Motion carried unanimously.

DISTRICT ATTORNEY – Kathleen Charlton

PAF 14715 was moved by Ms. Charlton and seconded by Mr. Shea, to recreate a full-time County Detective position at \$27.00 per hour effective March 20, 2025, per the Teamsters Collective Bargaining Agreement and pending a fully-executed Memorandum of Agreement with the Teamsters. This recreate is due to the previous position recreated on PAF 13910 remaining vacant for over a year without being filled and aging out of the system. Ms. Charlton stated she is able to fit this rate for a full-time Detective in her budget. Motion passed 3 to 1. Mr. Fabian opposed.

PAF 14745 was moved by Ms. Charlton and seconded by Mr. Shea, to recreate a full-time Paralegal position at Non-Supervisory Pay Grade 15 (\$15.13 to \$19.75 per hour) effective March 20, 2025. (Voluntary resignation on PAF 14744) Motion carried unanimously.

PAF 14749 was moved by Ms. Charlton and seconded by Mr. Shea, to acknowledge the appointment of Jordan Buzza to a full-time First Assistant District Attorney position at \$87,500.00

per annum effective March 20, 2025, pending successful completion of pre-employment screenings. (Created on PAF 14683) Motion passed 3 to 1. Mr. Fabian opposed.

BOARD OF COMMISSIONERS

PAF 14723 was moved by Mr. Shea and seconded by Mr. Fabian, to approve the reassignment of Karen Notto from full-time Assistant Chief Administrator at \$44,789.68 per annum to full-time Chief Clerk at \$50,000.00 per annum effective March 20, 2025. (Recreated on PAF 14716) Reassignment and wages will be retro to February 20, 2025. Motion carried unanimously.

PAF 14743 was moved by Mr. Shea and seconded by Mr. Fabian, to reclassify a full-time Chief Assessor position from Supervisory Pay Grade 14 (\$35,373.00 to \$46,137.00 per annum) to Supervisory Pay Grade 18 (\$42,997.50 to \$56,082.00 per annum) effective March 20, 2025. Motion carried unanimously.

PAF 14743 was moved by Mr. Shea and seconded by Mr. Fabian, to recreate a full-time Chief Assessor position at Supervisory Pay Grade 18 (\$42,997.50 to \$56,082.00 per annum) effective March 20, 2025. (Voluntary resignation/retirement on PAF 14742) Motion carried unanimously.

ASSESSMENT – Cathleen Beere

PAF 14737 was moved by Mr. Shea and seconded by Mr. Fabian, to recreate a full-time Property Appraiser position at \$19.00 per hour effective March 20, 2025, per the SEIU Collective Bargaining Agreement. (Voluntary resignation/retirement on PAF 14736) Motion carried unanimously.

PAF 14751 was moved by Mr. Shea and seconded by Mr. Fabian, to table the recreation of a full-time Office Manager position at Supervisory Pay Grade 8 (\$13.53 to \$17.65 per hour) effective March 20, 2025, per the Teamsters Collective Bargaining Agreement. (Voluntary resignation on PAF 14750) Motion carried unanimously.

CHILDREN, YOUTH & FAMILIES – Paula McClure

For this meeting only, due to certain circumstances, Solicitor Tim Miller, commented that in this very limited scenario, no conflict exists in Mr. Shea casting vote for these CYF actions.

PAF 14730 was moved by Mr. Shea and seconded by Mr. Fabian, to recreate a full-time Social Services Aide position at Non-Supervisory Pay Grade 7 (\$10.23 to \$13.38 per hour) effective March 20, 2025, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 14729) Motion carried unanimously.

PAF 14732 was moved by Mr. Shea and seconded by Mr. Fabian, to recreate a full-time Caseworker I position at \$19.00 per hour effective March 20, 2025, per the SEIU Collective Bargaining Agreement. (Voluntary resignation on PAF 14290) Motion carried unanimously.

E-911 – Chad Gradwell

PAF 14738 was moved by Mr. Shea and seconded by Mr. Fabian, to recreate a full-time Dispatcher position at \$23.00 per hour effective March 20, 2025, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 13893) Motion carried unanimously.

PAF 14739 was moved by Mr. Shea and seconded by Mr. Fabian, to approve the reassignment of Laura Miller from casual part-time Dispatcher Trainee at \$20.00 per hour to full-time 911 Dispatcher at \$23.00 per effective March 20, 2025, due to successful completion of training on February 3, 2025. (Created on PAF 14382) Reassignment will be effective February 3, 2025. Motion carried unanimously.

PAF 14740 was moved by Mr. Shea and seconded by Mr. Fabian, to approve the reassignment of Cassandra Lang from casual part-time Dispatcher Trainee at \$20.00 per hour to full-time 911 Dispatcher at \$23.00 per effective March 20, 2025, due to successful completion of training on February 3, 2025. (Created on PAF 14738) Reassignment will be effective February 3, 2025. Motion carried unanimously.

JAIL – Warden Hicks

PAF 14718 was moved by Mr. Shea and seconded by Mr. Fabian, to create a part-time Corrections Officer Intern position at \$17.00 per hour effective March 20, 2025. This position is being created in conjunction with Indiana University of Pennsylvania's Intern Program. Mr. Fabian questioned liability and whether this intern will receive education credits from IUP. Solicitor Tim Miller explained that the intern would be an employee and that applying credits for the intern would be at the discretion of IUP. Motion passed 2 to 1. Mr. Fabian opposed. Mr. Shea revised his motion to table this action, Mr. Fabian seconded. No action taken.

PAF 14720 was moved by Mr. Shea and seconded by Mr. Fabian, to recreate a full-time Corrections Officer position at \$18.00 per hour effective March 20, 2025, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 14719) Motion carried unanimously.

PAF 14727 was moved by Mr. Shea and seconded by Mr. Fabian, to recreate a full-time Corrections Officer position at \$18.00 per hour effective March 20, 2025, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 14726) 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. Shea and seconded by Mr. Fabian, that the meeting be adjourned. Motion carried unanimously. Commissioner Strate declared the meeting adjourned at 11:12 a.m.

Tammie Gaff
Armstrong County Controller

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