

**MINUTES OF THE SALARY BOARD MEETING HELD ON
Thursday, February 19, 2026**



The Armstrong County Salary Board Meeting was called to order by Commissioner John W. Strate at 10:00 a.m. in the Commissioners' Conference Room.

Roll Call:

Commissioner Strate via Phone
Commissioner Shea Present
Commissioner Fabian Present
Controller Gaff Present

Also present: Chief Clerk Karen Notto, Human Resource Manager Audrey Campbell, President Judge Chase McClister, District Attorney Kathleen Charlton, Prothonotary Annette Bowser, Recycling Manager George Skamai, Belmont Complex Director Gary Montebell, 911 Coordinator Chad Gradwell, Director Public Safety Jason Burns, Jail Warden Jessica Hicks, County Solicitor Timothy Miller, Jennifer Matarrese and Felicia Whiteman – Assessment, Regina Liermann – Resident, Josh Walzak – Leader Vindicator, Dennis Phillips – Leader Times

The Board recited the PLEDGE OF ALLEGIANCE to the Flag

AGENDA AMENDMENTS

No Agenda Amendments needed

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 February 19, 2026. Motion carried unanimously.

COURTS – President Judge Chase McClister

PAF 15061 was moved by Judge McClister and seconded by Mr. Shea, to recreate of a full-time Judicial Assistant to the President Judge at Non-Supervisory Pay Grade 15 (\$15.13 to 19.75 per hour) Effective February 19, 2026. (Voluntary resignation/retirement on PAF 15002) Motion carried unanimously.

PAF 15062 was moved by Judge McClister and seconded by Mr. Shea, to acknowledge the appointment/reassignment of Serena Shoemaker from fulltime Judicial Assistant at \$22.49 per hour to full-time Judicial Assistant to the President Judge at \$26.50 per hour effective February 19, 2026. (Created on PAF 15061) Position start date will be retro to January 5, 2026. Motion carried unanimously.

PAF 15064 was moved by Judge McClister and seconded by Mr. Shea, to approve a temporary salary adjustment for full-time Judicial Assistant to President Judge Serena Shoemaker from \$26.50 per hour to \$29.00 per hour effective February 19, 2026. Ms. Shoemaker will be temporarily assuming the duties of a Judicial Assistant position for the interim Judges in addition to her appointment to Judicial Assistant to President Judge duties for two (2) years until the next Judicial Election. Salary adjustment will be retro to January 5, 2026. Motion carried unanimously.

PAF 15088 was moved by Judge McClister and seconded by Mr. Shea, to acknowledge the appointment Shannon Russo to a full-time Court Reporter position at \$23.12 per hour effective February 19, 2026, pending successful completion of pre-employment screenings. (Created on PAF 15071) Motion carried unanimously.

JURY COMMISSION – President Judge Chase McClister

PAF 15098 was moved by Judge McClister and seconded by Mr. Shea, to acknowledge the appointment of Tess Crawford, full-time Administrative Assistant II, to the position of Law Librarian at an additional \$2.00 per hour effective February 19, 2026, due to the retirement of the previous Law Librarian. This position is in addition to the duties as Administrative Assistant II. Salary adjustment will be effective retro to January 5, 2026. Motion carried unanimously.

DISTRICT ATTORNEY – Kathleen Charlton

PAF 15098 was moved by Ms. Charlton and seconded by Mr. Shea, to recreate a full-time Chief County Detective position at \$29.00 per hour effective February 19, 2026, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation/retirement on PAF 15097) Motion carried unanimously.

PAF 15099 was moved by Ms. Charlton and seconded by Mr. Shea, to approve to create a casual part-time County Detective position at \$20.00 per hour effective February 19, 2026. Motion carried unanimously. Ms. Charlton ensured this would be within the 2026 budget, as the number of hours worked will be under 1000 for the anniversary year.

PAF 15100 was moved by Ms. Charlton and seconded by Mr. Shea, to recreate a full-time Victim Awareness Secretary position at \$15.00 per hour effective February 19, 2026. Position is being created due to remaining vacant for over a year. Motion carried unanimously.

PROTONOTARY / CLERK OF COURTS – Annette Bowser

PAF 15089 was moved by Ms. Bowser and seconded by Mr. Shea to acknowledge the appointment of Kailey Bowser to a full-time Clerk of Courts Legal Secretary III at \$15.00 per hour effective February 19, 2026, pending successful completion of pre-employment screenings. (Created on PAF 14985) Motion carried unanimously.

CONTROLLER - Tammie Gaff

PAF 15090 was moved by Ms. Gaff and seconded by Mr. Shea, to approve a salary adjustment for full-time Retirement Specialist/Accounts Payable Clerk Amanda Rybarik from \$19.28 per hour to \$24.28 per hour effective February 19, 2026, due to a reorganization of the Controller's office. Ms. Rybarik will be assuming the job duties of the Accounts Payable Supervisor in addition to her current job duties. 60% of funding for this position is from the Retirement Fund. Salary adjustment will be effective February 22, 2026. Motion passed 3 to 1. Mr. Shea opposed.

PAF 15091 was moved by Ms. Gaff and seconded by Mr. Shea, to acknowledge the appointment of full-time Retirement Specialist/Accounts Payable Supervisor Amanda Rybarik as 1st Deputy Controller and compensate with a salary adjustment of \$0.50 per hour increase for additional duties and responsibilities effective February 19, 2026. Salary adjustments date is pending swearing in. Motion carried unanimously.

PAF 15092 was moved by Ms. Gaff and seconded by Mr. Shea, to acknowledge the appointment of Full-Time Chief Accountant/Auditor Kai Bowser as 2nd Deputy Controller and compensate with a salary adjustment of \$0.25 per hour increase for additional duties and responsibilities effective February 19, 2026. Salary adjustment date is pending swearing in. Motion carried unanimously.

PAF 15095 was moved by Ms. Gaff and seconded by Mr. Shea, to recreate a full-time Accountant / Auditor Assistant position at Non -Supervisory Pay Grade 14 (\$14.41 to \$18.81 per hour) Effective February 19, 2026, per the Teamsters' Collective Bargaining Agreement. This position will assist in tasks including Audits, Accounting, Accounts Payable and various Motion carried unanimously.

PAF 15096 was moved by Ms. Gaff and seconded by Mr. Shea, to create a full-time Department Clerk II position at Non-Supervisory Pay Grade (\$9.74 to \$12.71) per hour) effective February 19, 2026, due to a reorganization of the Controller's office and per the Teamsters' Collective Bargaining Agreement. Motion carried unanimously.

BELMONT- Gary Montebell

PAF 15072 was moved by Mr. Shea and seconded by Ms. Gaff, to create two (2) temporary/seasonal casual part time Assistant Lead Lifeguard positions at \$13.00 per hour effective February 19, 2026, for the 2026 Pool Season. Motion carried unanimously.

PAF 15073 was moved by Mr. Shea and seconded by Ms. Gaff, to create three (3) temporary/seasonal part-time Lead Lifeguard positions at \$15.00 per hour effective February 19, 2026, for the 2026 Pool Season. Motion carried unanimously.

PAF 15074 was moved by Mr. Shea and seconded by Ms. Gaff, to create a temporary /seasonal casual part-time Aquatics Program Supervisor position at \$22.00 per hour effective February 19, 2026, for the 2026 Pool Season. Motion carried unanimously.

PAF 15076 was moved by Mr. Shea and seconded by Ms. Gaff, to approve the hiring of Ethan Walker to a temporary/seasonal casual part-time Belmont worker position at \$8.25 per hour effective February 19, 2026, pending a successful completion of pre-employment screenings. (Created on PAF 10777/reclassification on PAF 13857) Motion carried unanimously.

JAIL- Warden Jessica Hicks

PAF 15080 was moved by Mr. Shea and seconded by Ms. Gaff, to recreate a full-time Corrections Officer position at \$18.00 per hour effective February 19, 2026, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF15079) Motion carried unanimously.

PAF 15084 was moved by Mr. Shea and seconded by Ms. Gaff, to create a part-time LPN position at \$25.00 per hour effective February 19, 2026, per the Teamsters' Collective Bargaining Agreement. Motion carried unanimously.

PAF 15103 was moved by Mr. Shea and seconded by Ms. Gaff, to approve the hiring of Justin Fair to a part-time LPN position at \$25.00 per hour effective February 19, 2026, per the Teamsters' Collective Bargaining Agreement and pending successful completion of pre-employment screenings (Created on PAF 15084) Motion carried unanimously.

PAF 15105 was moved by Mr. Shea and seconded by Ms. Gaff, to recreate a full-time Corrections Officer position at \$18.00 per hour effective February 19, 2026, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 15104) Motion carried unanimously.

PUBLIC SAFETY – Jason Burns

PAF 15102 was moved by Mr. Shea and seconded by Ms. Gaff, to recreate a full-time HazMat Coordinator/Trainer position at Supervisory Pay Grade 15 (\$37,128.00 to \$48,418.50 per Annum) effective February 19, 2026. (Reassignment on PAF 15058) Motion carried unanimously.

RECYCLING CENTER – Darin Alviano/ George Skamai

PAF 15106 was moved by Mr. Shea and seconded by Ms. Gaff, to create three (3) regular part-time Recycling Specialist positions at \$15.00 per hour or current rate effective February 19, 2026. Motion carried unanimously.

PAF 15106 was moved by Mr. Shea and seconded by Ms. Gaff, to approve the reassignment of Jeffrey Szymanski, Curtis Green and William Hudon from casual part-time Recycling Specialists to regular part-time Recycling Specialists at their current rates effective February 19, 2026. Motion carried unanimously.

OTHER BUSINESS

NONE

SALARY BOARD - CONCERNS OR COMMENTS

NONE

PUBLIC COMMENT

Regina Liermann asked for clarification on the Recycling Center item. Ms. Liermann's questions were answered to her satisfaction.

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 10:51 a.m.

Tammie Gaff
Armstrong County Controller

Attest: _____
Karen Notto, Chief Clerk
Armstrong County Board of Commissioners