

**MINUTES OF THE SALARY BOARD MEETING HELD ON
Thursday, March 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 Present
Commissioner Shea Present
Commissioner Fabian Present
Controller Gaff Present

Also present: Chief Clerk Karen Notto, Human Resource Manager Audrey Campbell, Solicitor Timothy Miller, Jail Warden Jessica Hicks, CYFS Administrator Paula McClure, Prothonotary Annette Bowser, District Attorney Katie Charlton, Belmont Complex Director Gary Montebell, Executive Director Planning/Economic Development Darin Alviano, Elections Director/Chief Registrar James Webb, Regina Liermann-Resident, A.J. Panian – Leader-Times

The Board recited the PLEDGE OF ALLEGIANCE to the Flag

AGENDA AMENDMENTS

No Agenda Amendments needed

EXECUTIVE SESSION

No Executive Session needed

PUBLIC COMMENT

Regina Liermann submitted participation to speak form.

It was moved by Mr. Fabian and seconded by Ms. Gaff, to approve the minutes from the Salary Board Meeting held on February 19, 2026. Motion carried unanimously.

DISTRICT ATTORNEY- Kathleen Charlton

PAF 15125 was moved by Ms. Charlton and seconded by Mr. Shea, to acknowledge the reassignment/appointment of Cori Bowser to a full-time Victim/Witness Secretary position at \$15.38 per hour (current rate) effective March 19, 2026. Ms. Bowser will be moving to the District Attorney's office from the Prothonotary's office. Position start date will be March 23, 2026. Motion carried unanimously.

PROTHONOTARY / CLERK OF COURTS - Annette Bowser

PAF 15127 was moved by Ms. Bowser and seconded by Mr. Shea, to recreate a full-time Legal Secretary III position at \$15.00 per hour effective March 19, 2026. (Voluntary resignation/reassignment on PAF 15126) Motion carried unanimously.

PAF 15134 was moved by Ms. Bowser and seconded by Mr. Shea, to recreate a full-time Office Manager position at Supervisory Pay Grade 9 (\$14.21 to \$18.54 per hour) effective March 19, 2026. Voluntary resignation/retirement on PAF 15022) Retroactive to March 3, 2026. Motion carried unanimously.

PAF 15135 was moved by Ms. Bowser and seconded by Mr. Shea to acknowledge the appointment of Jill A. Toy from full-time Financial Officer at \$17.43 per hour to full time Office Manager at \$18.54 per hour effective March 19, 2026. (Voluntary resignation/retirement on PAF 15022) Position start date will be March 22, 2026. Retroactive March 3, 2026. Motion carried unanimously.

PAF 15136 was moved by Ms. Bowser and seconded by Mr. Shea to acknowledge the appointment of full-time Office Manager Jill A. Toy as 1st Deputy Prothonotary and compensate with a salary adjustment of \$0.50 per hour increase for additional duties and responsibilities effective March 19, 2026. Retroactive to March 3, 2026. Salary adjustment date is pending swearing in. Motion carried unanimously.

PAF 15137 was moved by Ms. Bowser and seconded by Mr. Shea to recreate a full-time Officer position at Non-Supervisory Pay Grade 14 (\$14.41 to \$18.81 per hour) effective March 19, 2026 (appointment /reassignment on PAF 15135) Retroactive to March 3, 2026. Motion carried unanimously

PAF 15137 was moved by Ms. Bowser and seconded by Mr. Shea to acknowledge the appointment/reassignment of Brittany Waldor from full-time Assistant Financial Officer at \$15.00 per hour to full-time Financial Officer at \$16.75 per hour effective March 19, 2026. Position's start date will be March 22, 2026. Retroactive to March 3, 2026. Motion carried unanimously.

PAF 15138 was moved by Ms. Bowser and seconded by Mr. Shea to recreate a full-time Assistant Financial Officer position at Non-Supervisory Pay Grade 12 (\$13.06 to \$17.04 per hour) effective March 19, 2026 (appointment /reassignment on PAF 15137) Retroactive to March 3, 2026. Motion carried unanimously.

PAF 15138 was moved by Ms. Bowser and seconded by Mr. Shea to acknowledge the appointment/reassignment of Kailey Bowser from full-time Legal Secretary III at \$15.00 per hour to full-time Assistant Financial Officer at \$16.50 per hour effective March 19, 2026. Position start date will be March 22, 2026. Retroactive to March 3, 2026. Motion carried unanimously.

PAF 15139 was moved by Ms. Bowser and seconded by Mr. Shea to recreate a full-time Legal Secretary III position at \$15.00 per hour effective March 19, 2026. (Appointment /reassignment on PAF 15138) Retroactive to March 3, 2026. Motion carried unanimously.

BELMONT- Gary Montebell

PAF 15123 was moved by Mr. Shea and seconded by Ms. Gaff, to approve to set temporary/seasonal casual part-time Belmont Worker (Lifeguard) wage rates for the 2026 Pool Season as follows: 1st year lifeguard at \$10.00 per hour, 2nd year lifeguard at \$11.00 per hour, and 3rd year lifeguard at \$12.00 per hour, effective March 19, 2026. Motion carried unanimously.

CHILDREN, YOUTH & FAMILIES - Paula McClure

PAF 15115 was moved by Mr. Fabian and seconded by Ms. Gaff, to approve the reassignment of Megan Beattie from full-time Caseworker I to full-time Caseworker II at \$20.03 per hour effective March 19, 2026, due to successful completion of one (1) year of service and all the necessary requirements for certification of a Direct Service Worker per the SEIU Collective Bargaining Agreement. Caseworker II salary will be effective February 18, 2026. Mr. Shea abstained. Motion passed 3 to 1.

PAF 15129 was moved by Mr. Shea and seconded by Ms. Gaff, to approve the hiring of Shab E. Noor to a full-time Clerk Typist position at \$13.00 per hour effective March 19, 2026, per the Teamsters' Collective Bargaining Agreement and pending successful completion of pre-employment screenings. (Created on PAF 14948) Position start date will be on April 6, 2026. Mr. Shea abstained, motion passed 3 to 1.

PAF 15130 was moved by Mr. Shea and seconded by Ms. Gaff, to recreate a full-time Caseworker I position at \$19.00 per hour effective March 19, 2026, per the SEIU Collective Bargaining Agreement. This recreate is due to the previous position created on PAF 14635 remaining vacant for over a year without being filled and aging out of the system. Mr. Shea abstained, motion passed 3 to 1.

PAF 15131 was moved by Mr. Shea and seconded by Ms. Gaff, to recreate a full-time Caseworker I position at \$19.00 per hour effective March 19, 2026, per the SEIU Collective Bargaining Agreement. This recreate is due to the previous position created on PAF 14369 remaining vacant for over a year without being filled and aging out of the system. Mr. Shea abstained, motion passed 3 to 1.

PAF 15132 was moved by Mr. Shea and seconded by Ms. Gaff, to approve the hiring of Kasey Oresick to a full-time Caseworker I position at \$19.00 per hour effective March 19, 2026, per the SEIU Collective Bargaining Agreement and pending successful completion of pre-employment screenings (Created on PAF 15130) Position start date will be March 23, 2026. Mr. Fabian abstained, motion passed 3 to 1.

PAF 15133 was moved by Mr. Shea and seconded by Ms. Gaff, to approve the reassignment of Marjorie Bishop from full-time Caseworker I to full-time Caseworker II at \$20.03 per hour effective March 19, 2026, due to successful completion of one (1) year of service and all the necessary requirements for certification of a Direct Service Worker per the SEIU Collective Bargaining Agreement. Caseworker II salary will be effective April 7, 2026. Mr. Shea abstained, motion passed 3 to 1.

JAIL- Jessica Hicks

PAF 15114 was moved by Mr. Shea and seconded by Ms. Gaff, to approve to rescind the recreate of a full-time Corrections Officer position at \$18.00 per hour effective March 19, 2026. (Rescinded voluntary resignation on PAF 15108) Motion carried unanimously.

PAF 15118 was moved by Mr. Shea and seconded by Ms. Gaff, to create a temporary full-time Lieutenant position at \$27.32 per hour effective March 19, 2026, agreed upon by both the Teamsters and USW Collective Bargaining Units. Position is being requested to cover an extended medical leave of absence for a full-time Lieutenant. Motion carried unanimously.

PAF 15120 was moved by Mr. Shea and seconded by Ms. Gaff, to recreate a full-time Corrections Officer position at \$18.00 per hour effective March 19, 2026, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 15119) Motion carried unanimously.

PLANNING & DEVELOPMENT - Darin Alviano

PAF 15121 was moved by Mr. Shea and seconded by Ms. Gaff, to approve the hiring of Gage Mortimer to a full-time position at \$43,036.50 per annum effective March 19, 2026, pending successful completion of pre-employment screenings. (Created on PAF 15068). Motion carried unanimously.

OTHER BUSINESS

NONE

SALARY BOARD COMMENTS

NONE

COMMENTS FROM VISITORS

Regina Liermann asked about item 11A-CYF. Her concerns were addressed to her satisfaction by Ms. McClure.

Regina Liermann asked for clarification on item 12b. Warden Hicks explained to Ms. Liermann's 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 10:22 a.m.

Tammie Gaff
Armstrong County Controller

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