



BLAIR COUNTY SALARY BOARD

c/o Blair County Controller, 423 Allegheny St., Ste 141, Hollidaysburg, PA 16648

Blair County Salary Board Meeting of March 16, 2022

2:30 p.m. In Commissioners' Public Meeting Room

Board Members in Attendance:

Commissioner Bruce Erb, Commissioner Laura Burke, Controller A.C. Stickel, Commissioner Amy Webster

Non-Board Members in Attendance:

Paul Bookhamer, Cris Fredrickson, Nicole Hemminger, Glenn Nelson, Prothonotary Robin Patton¹, Allison Senkevich, Sarah Seymour, Paul Shaffer, Katherine Swigart

Board Members not in Attendance:

Quorum: Present

Media in Attendance: Kay Stephens, Altoona Mirror

Call to Order: Commissioner Erb called the meeting to order at 2:30 p.m.

The roll was called by Tracy Miller.

Call for Public Comment: Commissioner Erb called for public comment on Salary Board items. There were no public comments at that time.

Approval of Minutes: A motion was made by Controller Stickel and seconded by Commissioner Burke that the minutes from the March 2, 2022 meeting be approved. The motion was unanimously carried.

Prothonotary

Requested by Prothonotary Robin Patton

Receptionist/Clerk Prothonotary Patton moved to re-create this position. This position is UMWA-Court, Non-Exempt (Hourly). Full-Time at 35 hours per week with an hourly rate of \$10.5063, \$735.44 estimated bi-weekly, \$19,121.47 estimated annually. This vacancy is due to the resignation of Khala Vines effective 03/10/2022. Commissioner Webster seconded the motion and it was unanimously carried.

¹ The Prothonotary is a voting member of the Board for items in that office.

Prothonotary

Requested by Prothonotary Robin Patton

Receptionist/Clerk Prothonotary Patton moved to re-create this position. This position is UMWA-Court, Non-Exempt (Hourly). Part-Time at 29 hours per week with an hourly rate of \$10.5063, \$609.37 estimated bi-weekly, \$15,843.50 estimated annually. This position is limited to 1500 hours per benefit plan year. This vacancy is due to Shar Burdick transferring to the Full-Time Receptionist/Clerk Position, if approved by the Board, effective 03/19/2022. Commissioner Webster seconded the motion and it was unanimously carried.

Assessment

Requested by Chief Assessor DeAnna Heichel

Assessor I or II Commissioner Burke moved to re-create this position. This position is UMWA-Residual, Non-Exempt (Hourly). Full-Time at 35 hours per week with an hourly rate of \$14.08, \$985.60 estimated bi-weekly, \$25,625.60 estimated annually without CPE; \$15.52/hour, \$1,086.40 estimated bi-weekly, \$28,246.40 estimated annually with CPE. This vacancy is due Shirley Crowl transferring to Coordinator in the Tax Claim Office effective 03/28/2022. Commissioner Webster seconded the motion and it was unanimously carried.

Elections and Voter Registration

Requested by Director Sarah Seymour

Temporary Department Assistant Commissioner Webster moved to re-create ten (10) positions: 1 person for April 11 to May 24, 2022 (total of 6 weeks) and 9 people for May 18 to May 24, 2022 (total of [5] 7-hour days). These positions are Non-Union, Non-Exempt (Hourly) with an hourly rate of \$10.00. The total cost for these positions will be \$5,250.00. These positions are needed for the May 17, 2022 Primary Election. Commissioner Burke seconded the motion and it was unanimously carried.

Fort Roberdeau

Requested by Director Glenn Nelson

Seasonal Tour Guide Commissioner Webster moved to re-create two (2) positions. These positions are Non-Union, Non-Exempt (Hourly) with an hourly rate of \$10.00. Each guide is budgeted for 500 hours. The total cost for these positions will be \$10,000.00. These positions are needed to provide educational services to schools and the general public during the May 1, 2022 to October 31, 2022 tour season. Commissioner Burke seconded the motion and it was unanimously carried.

Public Safety-EMA

**Requested by Operations and Training Coordinator
Cris Fredrickson**

Vector Control Specialist Commissioner Webster moved to create this seasonal position. This position is SEIU-Highway/Maintenance, Non-Exempt (Hourly). Full-Time at 40 hours per week (from approx. April to October) with an hourly rate of \$16.43, \$1,314.40 estimated bi-weekly. Human Resources Director Katherine Swigart stated the union approved the rate. The wages, payroll taxes, retirement, and other benefits (up to \$21,225.60 for 1,040 seasonal hours) will be reimbursed by the State. James Garlick's retirement from the Truck Driver/Vector Control position effective 01/08/2022 caused the necessity to separate the Truck Driver and Vector Control Specialist into 2 positions. Commissioner Burke seconded the motion and it was unanimously carried.

Public Works-Highway

Requested by Manager Paul Shaffer

Seasonal Employee Commissioner Webster moved to re-create six (6) summertime positions. These positions are Non-Union, Non-Exempt (Hourly). Full-Time at 37.5 hours per week with an hourly rate of \$10.00, \$750.00 estimated bi-weekly. The total cost for these 6 positions for 6 pays will be \$27,000.00. Commissioner Burke seconded the motion and it was unanimously carried.

Public Works-Highway

Requested by Manager Paul Shaffer

Temporary Laborers Commissioner Webster moved to re-create three (3) seasonal positions. These position are Non-Union, Non-Exempt (Hourly), Full-Time at 37.5 hours per week with an hourly rate of \$14.42. The total cost for these 3 positions for 13 pays will be \$42,178.50. Commissioner Burke seconded the motion and it was unanimously carried.

Central Purchasing

Requested by Chief Clerk Nicole Hemminger

Procurement Specialist Commissioner Erb moved to set temporary rate for out-of-class work for Becky Robinson. This position is UMWA-Residual, Non-Exempt (Hourly), Full-Time at 35 hour per week. Per Union Contract, Becky is eligible to receive +5% pay increase (from \$17.48/hour to \$18.35/hour) for administrative duties assigned to her due to the resignation of Sarah Chuff, Finance Manager, effective 03/04/2022. The increase would not exceed 180 days per calendar year. Commissioner Burke seconded the motion and it was unanimously carried.

Finance

Requested by Chief Clerk Nicole Hemminger

Temporary Department Assistant Commissioner Erb moved to create this position. This position is Non-Union, Non-Exempt (Hourly), Part-Time, Temporary. Sarah Chuff will return to the County to specifically work on the 2021 Fixed Asset Ledger for the audit. Her rate will be \$27.59 per hour, the rate she was earning at the time of her resignation. This position will not exceed 5 months and 29 days. Commissioner Webster seconded the motion and it was unanimously carried.

Children, Youth, and Families

Requested by Director Paul Bookhamer

Temporary Positions Request to create temporary positions for various fiscal and clerical duties. The Salary Board needed more information to discuss the request.

Commissioner Erb stated the Salary Board would recess and reconvene Wednesday, March 23, 2022 at 1:00 p.m. to discuss and vote on the Temporary Positions in Children, Youth, and Families.

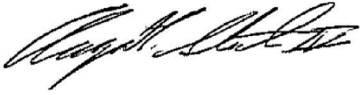
Commissioner Erb recessed the meeting at 2:47 p.m.

The Reconvened Salary Board Meeting will be held on March 23, 2022 @ 1:00 p.m.
In Commissioners' Public Meeting Room.

Meeting of March 16, 2022 continued. . .

The next Regular Salary Board Meeting will be held on April 6, 2022 @ 10:30 a.m.
In Commissioners' Public Meeting Room.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "August C. Stickel IV". The signature is written in a cursive style with a large initial "A".

August C. Stickel IV
Secretary