



# BLAIR COUNTY SALARY BOARD

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

## Blair County Salary Board Meeting of September 1, 2021

10:30 AM In Commissioners' Public Meeting Room

**Board Members in Attendance:**

Commissioner Bruce Erb, Commissioner Laura Burke, Commissioner Amy Webster

**Board Members not in Attendance:**

Controller A.C. Stickel

**Quorum:** Present

**Non-Board Members in Attendance:** Nicole Hemminger, Prothonotary Robin Patton<sup>1</sup>, Katherine Swigart, Deputy Controller Angela Wagner<sup>2</sup>

**Media in Attendance:** Kay Stephens, Altoona Mirror

**Call to Order:** Commissioner Erb called the meeting to order at 10:30 a.m.

The roll was called by Tracy Miller.

**Call for Public Comment:** Commissioner Erb called for public comment on Salary Board items. There was no comment at this time.

**Approval of Minutes:** A motion was made by Commissioner Webster and seconded by Commissioner Erb that the minutes from the August 18, 2021 meeting be approved. The motion was unanimously carried.

**Prothonotary**

**Requested by Prothonotary Robin Patton**

First Deputy-Clerk of Courts Prothonotary Patton moved to set the salary for this position at \$14.74/hour, \$1,031.80 estimated bi-weekly, \$26,826.80 estimated annually effective 9/4/2021. This rate is at the H6 Maximum Hiring Rate. This position is Non-Union, Non-Exempt (Hourly). Full-Time at 35 hours per week. Susie Gutshall resigned from this title effective 07/02/2021. She was earning \$14.6483/hour.

Katherine Swigart stated Human Resources did not approve the rate because it did not meet the guidelines within the Pay Policy. Commissioner Erb requested that Human Resources obtain the information needed to set the pay rate according to the Pay Policy.

<sup>1</sup> The Prothonotary is a voting member of the board for items in that office.

<sup>2</sup> The Deputy Controller is a voting member in the absence of the Controller.

Commissioner Erb advised Prothonotary Patton to continue with the remaining agenda items. He also stated the Board would recess and reconvene, if necessary, to allow time for Human Resources to gather the information needed.

**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 Amanda Ellman effective 08/05/2021. Commissioner Webster seconded the motion and it was unanimously carried.

**Prothonotary**

**Requested by Prothonotary Robin Patton**

Courtroom Clerk Prothonotary Patton moved to re-create this position. This position is UMWA-Court, Non-Exempt (Hourly). Part-Time at 19 hours per week with an hourly rate of \$10.5063, \$399.24 estimated bi-weekly, \$10,495.79 estimated annually. This position is limited to 999 hours per anniversary year. This vacancy is due to McKayla Sebia transferring to the Full-Time Receptionist/Clerk position approved by the Salary Board. Commissioner Webster seconded the motion and it was unanimously carried.

**Prothonotary**

**Requested by Prothonotary Robin Patton**

Courtroom Clerk Prothonotary Patton moved to re-create this position. This position is UMWA-Court, Non-Exempt (Hourly). Part-Time at 19 hours per week with an hourly rate of \$10.5063, \$399.24 estimated bi-weekly, \$10,495.79 estimated annually. This position is limited to 999 hours per anniversary year. This vacancy is due to the resignation of Ashley Coleman effective 01/14/2021. Commissioner Webster seconded the motion and it was unanimously carried.

Overtime and Additional Time Report: Commissioner Erb presented the August 2021 overtime and additional report for the information of the board.

Commissioner Erb recessed the meeting at 10:45 a.m.

The meeting reconvened at 11:00 a.m.

Nicole Hemminger stated Susie Gutshall's original employment started in 2017. She was hired as the First Deputy-Clerk of Courts in January 2020. The length of service as First Deputy-Clerk of Courts would not entitle her to a pay rate of \$14.74. Because the implementation of the new Pay Policy did not take any employee back in pay, she should be hired at the \$14.65.

Meeting of September 1, 2021 continued. . .

Commissioner Erb asked Prothonotary Patton if she would like to amend the original motion for Susie Gutshall's rate for First Deputy-Clerk of Courts from \$14.74/hour to \$14.65/hour. Prothonotary Patton amended the motion to set the salary at \$14.65/hour. Commissioner Webster seconded the motion and it was unanimously carried.

There being no further business to discuss, the meeting was adjourned at 11:01 a.m.

The next Regular Salary Board Meeting will be held on September 15, 2021 @ 2:00 PM  
In the 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, flowing style.

August C. Stickel IV  
Secretary