



# BLAIR COUNTY SALARY BOARD

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

## Blair County Salary Board Meeting of July 9, 2020

### 10:30 AM By Conference Call

**Board Members in Attendance:**

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

**Board Members not in Attendance:**

Commissioner Bruce Erb

**Non-Board Members in Attendance:**

Sarah Chuff, President Judge Elizabeth Doyle, Robin Gindlesperger, Nicole Hemminger, Janice Meadows, Amanda Moore, Heather Rininger, Jennifer Sleppy, Katherine Swigart

**Quorum:** Present

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

**Call to Order:** In the absence of Chair Commissioner Erb, Vice-Chair Commissioner Burke called the meeting to order at 10:30 a.m.

Commissioner Burke explained the ground rules for today's teleconference. Only voting members of the Salary Board may leave their telephones unmuted during the entire meeting, but we would request each avoids excess noise from your location. All other participants should mute their telephones until called upon to speak. Public participants may speak only during the designated public comment period near the beginning of the meeting and must keep their phones muted during the rest of the meeting. Each person needs to avoid interrupting the person speaking. Each speaker MUST state his/her name before talking each time he/she speaks so others will know who is speaking and to ensure minutes will be accurate.

The role was called by Wendy Long, Controller's Office Administrative Assistant.

Commissioner Burke announced that Adult Parole and Probation will be adding two additional items. They are Specialty Court Administrative Assistant and 2 Probation/Parole Officers.

**Call for Public Comment:** Commissioner Burke 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 Controller Stickel that the minutes from the June 11, 2020 meeting be approved. The motion was unanimously carried.

**Positions:****1. Court Administration****Requested by President Judge Elizabeth Doyle**

**Specialty Court Administrative Assistant:** A motion was by President Judge Doyle and seconded by Commissioner Burke to re-create this position as Non-Union, Non-Exempt (Hourly,) Full-Time at 35.00 hours per week at an hourly rate of \$12.8802, \$901.60 estimated bi-weekly and \$23,441.87 estimated annually. This vacancy is due to the resignation of Aaliyah Feight effective 06/29/2020. Commissioner Burke noted that although it was not listed on the

request, she did approve the Request as liaison Commissioner to APO. The motion carried unanimously.

2. **Court Administration** **Requested by President Judge Elizabeth Doyle**  
Probation Parole Officer (2): A motion was made by President Judge Doyle and seconded by Commissioner Burke to re-create two of this position as UMWA-Court, Non-Exempt (Hourly,) Full-Time at 37.50 hours per week at an hourly rate of \$12.8802, \$966.02 estimated bi-weekly and \$25,116.29 estimated annually. These vacancies are due to the resignations of James Salmon effective 06/26/2020 and David Martel effective 06/26/2020. Commissioner Burke noted that although it was not listed on the request, she did approve the request as liaison Commissioner to APO. The motion was unanimously carried.
3. **Court Administration** **Requested by President Judge Elizabeth Doyle**  
Receptionist: A motion was made by President Judge Doyle and seconded by Commissioner Burke to re-create this position as UMWA-Court, Non-Exempt (Hourly,) and Full-Time at 35.00 hours per week at an hourly rate of \$10.2500, \$717.50 estimated bi-weekly and \$18,655.00 estimated annually. This vacancy is due to the resignation of Esther Myers effective 07/07/2020. The motion was unanimously carried.
4. **Cost & Fines** **Requested by President Judge Elizabeth Doyle**  
Co-Chief: Request is to abolish 1 of 2 of this position as Non-Union, Full-Time (Salary,) and Exempt. With the resignation of Amber Phillips effective 05/22/2020, the office is being restructured. This item is tabled to August 13<sup>th</sup> meeting.
5. **Cost & Fines** **Requested by President Judge Elizabeth Doyle**  
Director: Request is to change salary of incumbent. Position is Non-Union, Exempt (Salary), Full-Time at 35 hours per week with a bi-weekly salary of \$1,560.31 and an annual salary of \$40,568.06. Change title from co-chief (abolished) to Director. This item is tabled to August 13<sup>th</sup> meeting.
6. **Cost & Fines** **Requested by President Judge Elizabeth Doyle**  
Enforcement Officer: Request is to create a new position as UMWA-Court, Non-Exempt (Hourly), Full-Time at 35.00 hours per week at an hourly rate of \$10.2500, \$717.50 estimated bi-weekly and \$18,655.00 estimated annually. Adding a 2<sup>nd</sup> enforcement officer after abolishing 1 co-chief role; replace co-chief vacated (then abolished) with this title. Same job description as before with education and experience added. This item is tabled to August 13<sup>th</sup> meeting.
7. **Cost & Fines** **Requested by President Judge Elizabeth Doyle**  
A motion was made by Controller Stickel and seconded by President Judge Doyle to approve a 5% pay increase for Sally Adams retroactive to May 23<sup>rd</sup> for doing both co-chief jobs due to the resignation of Amber Phillips effective May 22, 2020. The motion was unanimously carried.
8. **Controller** **Requested by Controller A.C. Stickel**  
Accounts Payable Specialist: A motion was made by Controller Stickel and seconded by Commissioner Webster to re-create this position as Non-Union, Non-Exempt (hourly), Full-Time at 35 hours per week with an hourly rate of \$11.0181, \$771.27 estimated bi-weekly and

\$20,053.02 estimated annually. This vacancy is due to the resignation of Kendra Gallina, effective July 10, 2020. The motion was unanimously carried.

- 9. Controller** **Requested by Controller A.C. Stickel**  
Accounts Payable Specialist (Part-Time Temporary): A motion was made by Controller Stickel and seconded Commissioner Webster to create a temporary part time position as Non-Union, Non-Exempt (hourly), at a maximum average of 19 hours per week, \$11.0181 hourly, \$418.69 estimated bi-weekly and \$5,442.97 estimated maximum annually. The position would be effective July 11, 2020 and would be in place until the Full-Time position is filled, not to exceed 5 months and 29 days. Hourly rate is the same rate as the Full-Time incumbent. The motion was unanimously carried.
- 10. Emergency Management** **Requested by Cris Fredrickson**  
Emergency Management & Hazmat Planner (Part Time): A motion was made by Commissioner Webster and seconded by Controller Stickel to re-create this position as Non-Union, Non-Exempt (Hourly,) Part-time at 19.00 hours weekly, hourly rate of \$16.2100, \$615.98 estimated bi-weekly and \$16,015.48 estimated annually. This vacancy is due to the resignation of Derek Carlins effective 07/10/2020. The motion carried unanimously. Ms. Swigart clarified that the previous position was for 29 hours per week and this position is at 19 hours per week and not eligible to participate in the pension plan.
- 11. Human Resources** **Requested by Katherine Swigart**  
Benefits Administrator: A motion was made by Commissioner Burke and seconded by Commissioner Webster to re-create this position as Non-Union, Non-Exempt (hourly), at 35 hours per week at an hourly rate of \$17.8037, \$1,246.26 estimated bi-weekly and \$32,402.67 estimated annually. This vacancy is due to the resignation of Michelle Barnett effective 07/02/2020. The motion was unanimously carried. It is noted that figure requested is the starting wage.
- 12. Records Management** **Requested by Heather Rininger**  
Records Management Archivist: A motion was made by Commissioner Webster and seconded by Controller Stickel to re-create this position as UMWA-Residual Unit, Non-Exempt (Hourly,) Part-Time at 29.00 hours weekly, \$10.2500 hourly, \$594.50 estimated bi-weekly, and \$15,457.00 estimated annually. This vacancy is due to the resignation of Suzanne Rowland effective 06/30/2020. The motion was unanimously carried.
- 13. Register & Recorder** **Requested by Anita Terchanik**  
First Deputy Register and Recorder (Temporary): In compliance with the UMWA contract, request is to temporarily change the salary of Rosemarie Bodenski by 5% while she is temporarily filling the position of First Deputy Register & Recorder effective 7/14/2020. The increase is \$ .8039 per hour, to \$16.8831 per hour with an estimated bi-weekly wage of \$1,181.82 and an estimated annual wage of \$ 30,727.32. The temporary rate is expected to be in place for approximately 90 days, with a maximum of 180 days. A motion was made by Commissioner Webster and seconded by Controller Stickel. The motion was unanimously carried.

Meeting of July 9, 2020 continued. . .

14. **Overtime Report:** The Overtime Report for June 2020 was presented by Controller Stickel for the information of the board.

15. **Adjournment:** There being no further business to discuss, the meeting was adjourned at 11:55 a.m.

The next regular Salary Board Meeting will be held on July 23, 2020 at 10:30AM either by conference call or in the Commissioners' Meeting Room.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "August C. Stickel IV". The signature is fluid and cursive, with a prominent initial "A" and "S".

August C. Stickel IV  
Secretary