



# BLAIR COUNTY SALARY BOARD

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

## Blair County Salary Board Meeting of September 13, 2018 10:15 AM Blair County Courthouse, Conference Room 2B

### Board Members in Attendance:

Commissioner Beam, Commissioner Erb,  
Deputy Controller Wagner

### Board Members not in Attendance:

Commissioner Tomassetti, Controller Stickel

**Quorum:** Present

### Non-Board Members in Attendance:

Nicole Hemminger, Katherine Swigart, Harry Lorenzi, Judge Milliron, Prothonotary Robin Patton<sup>1</sup>, Abbie Tate, Judge Doyle<sup>2</sup>, Helen Schmitt, Georgette Ayers, Jon Frank, Judge Milliron<sup>3</sup>

**Media in Attendance:** Phil Ray, Altoona Mirror

**Call to Order:** Commissioner Erb

**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 Beam and seconded by Commissioner Erb, that the adoption of the minutes from the August 23, 2018 Salary Board Meeting be tabled until the next Salary Board Meeting. The motion was unanimously carried.

**Adoption of Policy:** After discussion, a motion was made by Deputy Controller Wagner and seconded by Commissioner Beam to prepare a policy detailing when all changes in any form or type of job status should occur. This motion was unanimously carried.

### Positions:

#### 1. Costs and Fines

- Receptionist: A motion was made by Judge Doyle and seconded by Commissioner Beam to re-create this position, UMWA-Court, Non-Exempt, at the starting rate of \$9.18 per hour. This is a 20 hour per week position, with an estimated bi-weekly pay of \$367.20 and an expected annual pay of \$9,547.20. This motion was unanimously carried. Pam Kauffman was promoted to the Juvenile Clerk of Courts office.

#### 2. Juvenile Probation

<sup>1</sup> The Prothonotary is a voting member for items listed under that fall under that department

<sup>2</sup> The President Judge is a voting member for department items listed under Court Administration

<sup>3</sup> Judge Milliron as Chairman of the Prison Board and appointed by the President Judge is a voting member for items related to the Prison.

Meeting of September 13, 2018 continued. . .

- Chief Juvenile Probation Officer: After discussion, a motion was made by Commissioner Beam and seconded by Deputy Controller Wagner to table the new starting salary request until the next Salary Board Meeting. This motion was unanimously carried. It is noted that the retroactivity is preserved.

### 3. **Victim/Witness Program (District Attorney)**

- Victim/Witness Advocate: A motion was made by Commissioner Beam and seconded by Deputy Controller Wagner to re-create this position, UMWA-Court, Non-Exempt, at the starting rate of \$10.88 per hour. This is a 35 hour per week position, with an estimated bi-weekly pay of \$761.60 and an expected annual pay of \$19,801.60. This motion was unanimously carried.

### 4. **Prothonotary**

- Clerk Typist I: A motion was made by Prothonotary Patton and seconded by Commissioner Beam to create this new position, UMWA-Court, Non-Exempt, at the starting rate of \$7.77 per hour. This is a 35 hour per week position, with an estimated bi-weekly pay of \$543.90 and an expected annual pay of \$14,141.40. This motion was unanimously carried.

### 5. **Controller**

- Administrative Account Assistant: A motion was made by Deputy Controller Wagner and seconded by Commissioner Beam to re-create this position, Non-Union, Non-Exempt, at the starting rate of \$10.20 per hour. This is a 35 hour per week position, with an estimated bi-weekly pay of \$714.00 and an expected annual pay of \$18,564.00. This motion was unanimously carried.

### 6. **Children & Youth**

- Caseworker II: A motion was made by Commissioner Erb and seconded by Commissioner Beam to re-create this position, PSSU, Non-Exempt, at the starting rate of \$16.47 per hour. This is a 37.5 hour per week position, with an estimated bi-weekly pay of \$1,235.25 and an expected annual pay of \$32,116.50. This motion was unanimously carried.

### 7. **Prison**

- Deputy Warden – Personnel: A motion was made by Judge Milliron and seconded by Commissioner Beam to create this position, Non-Union, Exempt at a starting bi-weekly salary range of \$1,576.93 - \$1,730.77 and an annual salary range of \$41,000.00 - \$45,000.02. This motion was unanimously carried.

**Overtime and Comp Time Report:** Presented by Deputy Controller Wagner and will be kept on file.

**Adjournment:** There being no further business to discuss, the meeting was adjourned.

Meeting of September 13, 2018 continued. . .

**THE NEXT MEETING WILL BE HELD THURSDAY, SEPTEMBER 27, 2018, AT 10:15 AM IN ROOM  
2B AT THE BLAIR COUNTY COURTHOUSE**

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Robert M. [unclear]", written in a cursive style.

Secretary