

BLAIR COUNTY SALARY BOARD

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

Blair County Salary Board Meeting of February 14, 2024 9:00 a.m. In the Commissioners' Public Meeting Room

Board Members in Attendance:

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

Board Members not in Attendance:

Quorum: Present

Non-Board Members in Attendance: President Judge Wade Kagarise¹, District Attorney Pete Weeks², Prothonotary Robin Patton³, Sheriff James Ott⁴, Sue Ammerman, Lindsay Dempsie, Sam Dunkle, Nicole Hemminger, Melena Koegler, Cathy Lythgoe, Tracey Rocus, Allison Senkevich, Paul Shaffer, Katherine Swigart, Abbie Tate, Tiffany Treese

Media in Attendance: Kay Stephens, Altoona

Mirror

Call to Order: Commissioner Kessling called the meeting to order at 9:00 a.m.

Moment of Silent Refection: Led by Commissioner Kessling.

Pledge of Allegiance to the Flag: Led by Commissioner Kessling.

The roll was called by Commissioner Kessling. District Attorney Pete Weeks attended via phone.

Call for Public Comment: Commissioner Kessling called for public comment on Salary Board items. Kay Stephens from the Altoona Mirror commented on the large number of items on today's agenda and requested why and how these positions became vacant or remain unfilled.

Approval of Minutes: A motion was made by Controller Stickel and seconded by Commissioner Burke that the minutes from the January 24, 2024 meeting be approved. The motion was unanimously carried.

Positions:

¹ The Judge is a voting member for Court-related offices' items.

² The District Attorney is a voting member for items in that office.

³ The Prothonotary is a voting member for items in that office.

⁴ The Sheriff is a voting member for items in that office.

Department	Court Administra	ation - 01160		Presented I	By:	Presid	lent J	udge Wad	le A. Kagari	ise
Туре	Re-creation					#	of P	ositions	1	
Position	Receptionist									
Pay Grade		Rate or R	ange							
Union	UMWA-Court R	elated		Status				Nonexempt		
PT/FT Status	Full time				Schedule		35 hours	s per week		
Wage	\$10.50	.50 Per hr. \$735.00 expected bi-w						0.00	expected	annually
Salary	\$			bi-weekly		\$			annually	
Funding Source	General Fund -	budgeted at this	rate.				Prir	mary Org	Code	
Effective Date	2/12/2024									
Reason	Ryley White is b	eing promoted to								
Comments										

A motion was made by Judge Kagarise and seconded by Commissioner Webster to re-create the position as stated. The motion was unanimously carried.

8.

Department	Domestic Relation	S		Presented E	Зу:	Pre	esident	Judge Wade	A. Kaga	arise
Туре	Re-creation			<u>.</u>		•	# of	Positions		1
Position	Department Clerk	II					P	osition#		
Pay Grade		Rate or R	ange							
Union	UMWA-Court Rela	ited			FLSA	A Status				Nonexempt
PT/FT Status	Full Time					Schedu	le	35 hours	per wee	ek
Wage	\$11.58	Per hr.	\$810.60	expected bi-v	veekly	, l	\$21,0	75.60	expec	ted annually
Salary	\$			bi-weekly			\$		annua	illy
Funding Source	General Fund - bu	udgeted at the rat	e.				P	rimary Org	Code	
Effective Date	02/05/2024									
Reason	Resignation of Mic	hele Altemara.								
Comments	This position is fur	nded 66% by state	e reimbursement.							

A motion was made by Judge Kagarise and seconded by Commissioner Webster to re-create the position as stated. The motion was unanimously carried.

9.

Department	Domestic Relat	tions		Presented	Ву:	President Judge Wade A. Kagarise				
Туре	Re-creation					#	of Position	ons	1	
Position	Case Manager						Position	#		
Pay Grade		Rate or R	ange							
Union	UMWA-Court F	Related		ı	FLSA S	Status				Nonexempt
PT/FT Status	Full Time		Schedu		35	35 hours per wee		1		
Wage	\$15.52	Per hr.	\$1,086.40	expected bi-	weekly	\$2	28,246.40	ex	pected	annually
Salary	\$			bi-weekly		\$		an	nually	
Funding Source	General Fund	- budgeted at thi	s rate.	- 1			Primary	Org Cod	le	
Effective Date	02/01/2024						1			
Reason	Resignation of	Barbara Frye								
Comments	This position is	This position is funded 66% by state reimbursement.								

A motion was made by Judge Kagarise and seconded by Commissioner Webster to re-create the position as stated. The motion was unanimously carried.

Meeting of February 14, 2024 continued. . .

10.

Department	District Attori	ney		Presented	Ву:	Dist	rict Att	orney Pete	District Attorney Peter J. Weeks					
Туре	Re-creation			<u>'</u>			# of F	Positions	1					
Position	Assistant Dis	trict Attorney				ı	Po	sition#						
Pay Grade		Rate or R	lange											
Union	SEIU- Profes	sional Unit			FLSA	Status				Excluded				
PT/FT Status	Full time			5	Schedul	е	35 hour	s per week						
Wage	\$	Per hr.	\$	expected bi	weekly		\$	1	expecte	d annually				
Salary	\$1,942.31	'		bi-weekly			\$50,50	0.06	annually	/				
Funding Source	General Fun	d - budgeted at thi	s rate.	1			Pr	imary Org	Code					
Effective Date	02/02/2024													
Reason	Resignation	of John Hicks.												
Comments														

A motion was made by District Attorney Pete Weeks and seconded by Commissioner Webster to re-create the position as stated. The motion was unanimously carried.

11.

Department	Commissioner –	- 01101		Presented By:	Chief	Clerk Nicole	M. Hemminge	er
Туре	Set rate				1	of Position	s 1	
Position	Administrative C	Coordinator				Position #	ŧ	
Pay Grade	H8	Rate or R	ange	\$14.77- \$16.25				
Union	Nonunion	<u>.</u>		FLSA	Status			Nonexempt
PT/FT Status	Full time				Schedule	35 h	ours per week	
Wage	\$15.66	Per hr.	\$1096.20	expected bi-weekly	\$2	2850.12	expecte	d annually
Salary	\$	<u>.</u>		bi-weekly	\$		annuall	y
Funding Source	General Fund -	budgeted at this ra	ite.			Primary O	rg Code	
Effective Date	02/26/2024							
Reason								
Comments		her background, s		pordinator in the Commission eceive the top of the H8 hir				

A change to the wage from \$16.25 to \$15.66 was made with lengthy discussion on the Pay Policy and if the candidate was justified to be paid at the higher rate with her experience.

A motion was made by Commissioner Kessling and seconded by Commissioner Webster to set the new rate for the position. The motion was unanimously carried.

Department	Prothonotary			Presented By:	Rob	in G. Pa	atton, Protho	onotary	
Туре	Re-creation					# of P	ositions	1	
Position	Receptionist/Cle	rk				Pos	sition#		
Pay Grade		Rate or R	ange					•	
Union	UMWA-Court Re	lated		FL	SA Status				Nonexempt
PT/FT Status	Full Time				Schedule)	35 hours	per wee	k.
Wage	\$11.03	Per hr.	\$772.10	expected bi-week	kly :	\$20,074	1.60	expect	ed annually
Salary	\$			bi-weekly	:	\$		annual	ly
Funding Source	General Fund - b	oudgeted at this rat	te.			Pri	mary Org C	ode	
Effective Date	02/16/2024								
Reason	Resignation of B	onita Yohn.							
Comments									

A motion was made by Prothonotary Patton and seconded by Commissioner Webster to re-create the position as stated. The motion was unanimously carried.

13.

Department	Sheriff - 0115	1		Presented	By:	Sh	eriff J	ames E. Ott		
Туре	Set Rate						# o	f Positions	1	
Position	Chief Deputy						I	Position #		
Pay Grade	S9	Rate or R	ange	\$48,677.26	- \$52.5	71.45	•			
Union	Nonunion	•			FLSA	Status				Excluded
PT/FT Status	Full time				;	Schedu	ıle	35 hou	rs per wee	k.
Wage	\$	Per hr.	\$	expected bi-	weekly		\$	-	expect	ed annually
Salary	\$1,998.78	<u> </u>		bi-weekly			\$51,	968.28	annuall	у
Funding Source	General Fund	- budgeted at thi	s rate.					Primary Org	Code	
Effective Date	01/06/2024									•
Reason	Promotion of I	Richard ("RJ") Pe).							
Comments										is eligible to receive +9% tive to date of new title.

A motion was made by Sheriff Ott and seconded by Commissioner Kessling to set the rate for this position as stated. The motion was unanimously carried.

14.

Department	Sheriff – 01151			Presented	By:	Sh	eriff J	ames E. Ott		
Туре	Re-creation						# 0	f Positions	3	3
Position	Deputy						F	Position #		
Pay Grade		Rate or R	ange							
Union	UMWA-Court Relat	ed			FLS/	A Status				Nonexempt
PT/FT Status	Full Time			S			ıle	40 hours	s per wee	ek
Wage	\$15.52	Per hr.	\$1,241.60	expected bi	-weekl	y	\$32,	281.60	expect	ed annually
Salary	\$			bi-weekly			\$		annua	lly
Funding Source	General Fund - bud	lgeted at this	rate.				F	Primary Org	Code	
Effective Date	02/14/2024									
Reason	Resignation of Hob	art Howard (01/12/2024), Brand	don Lasure (02	/08/202	24) , and	Brenr	nen Gorbar (0	02/16/20:	24).
Comments										

A motion was made by Sheriff Ott and seconded by Commissioner Kessling to re-create the positions as stated. The motion was unanimously carried

The Sheriff's office has nine openings with three possible incoming candidates. Sheriff Ott says one of their main staffing issues is around the rate of pay.

Department	Sheriff's Office			Presented I	Ву:	Sheri	ff Jam	es E. Ott		
Туре	Re-creation			<u> </u>			# of P	ositions	1	
Position	Warrant Clerk					•	Pos	sition #		
Pay Grade		Rate or R	ange							
Union	UMWA-Court Rel	ated			FLSA	Status				Nonexempt
PT/FT Status	Full Time					Schedule		35 Hours	s per wee	ek.
Wage	\$11.58	Per hr.	\$810.60	expected bi-	weekly	\$	21,075	5.60	expect	ed annually
Salary	\$			bi-weekly		\$			annuall	у
Funding Source	General Fund - bu	udgeted at this ra	ite.				Prii	mary Org	Code	
Effective Date	02/06/2024									
Reason	Susan Makosky ti	ansferred to adn	ninistrative supp	ort for JPO effective	e 02/06	5/2024.				
Comments										

A motion was made by Sheriff Ott and seconded by Commissioner Kessling to re-create the position as stated. The motion was unanimously carried.

16.

Department	Prison			Presented	By:	Wa	arden	Abbie L. Tate)	
Туре	Set Rate					•	# (of Positions	1	
Position	Lieutenant							Position #		
Pay Grade	S9	Rate or R	ange	\$48,677.26	- \$52,5	71.45				
Union	Nonunion				FLSA	Status				Exempt
PT/FT Status	Full Time					Schedu	ıle	35 hours	s per week	ζ.
Wage	\$	Per hr.	\$	expected bi	-weekly	<i>'</i>	\$		expecte	d annually
Salary	\$2,021.98			bi-weekly			\$52	,571.48	annuall	у
Funding Source	General Fund - bu	dgeted at this	s rate.					Primary Org	Code	
Effective Date	02/19/2024									
Reason	Transfer of Aman	da Imler.								
Comments	S9 from her curred one will be placed grade. Adjustment consideration of M	nt S13. The P at the grade ts within the p landy receivir	ay Policy indicated of the new position ay range will be every	I that "Employe , and their curr valuated on a c er holding more	es who ent pay ase-by- e educa	transfer rate will case ba tion and	to a decr sis." year	position at a lo ease to the m Warden Tate s of relevant e	ower pay ginimum fig and Huma experience	2/19/2024, moving to an grade than their current gure of the moved-to pay an Resources ask for than required for the anual).

A motion was made by Commissioner Webster and seconded by Commissioner Kessling to set the rate for this position as stated. The motion was unanimously carried.

17.

Department	Prison			Presented	By:	Warde	en Abbie L. Tate		
Туре	Re-creation					#	of Positions	1	
Position	Lieutenant						Position #		
Pay Grade	S9	Rate or R	ange	\$48,677.26	- \$52.571.4	5			
Union	Nonunion				FLSA Stat	us			Exempt
PT/FT Status	Full Time				Sch	edule	35 hours p	er week.	
Wage	\$	Per hr.	\$	expected bi-	weekly	\$		expected	d annually
Salary	\$	<u>.</u>		bi-weekly		\$	ā	nnually	,
Funding Source	General Fund	- budgeted at this	rate.				Primary Org Co	ode	
Effective Date	01/06/2024	-							•
Reason	Promotion of	Cory Yedlosky.							
Comments		-							

A motion was made by Commissioner Kessling and seconded by Commissioner Webster to re-create the position as stated. The motion was unanimously carried.

Department	Prison			Presented	Ву:	Wai	rden Al	bbie Tate		
Туре	Re-creation						# of I	Positions	1	
Position	Correctional C	ase Manager				ı	Po	sition #		
Pay Grade		Rate or R	ange		ı					
Union	UMWA-Residu	ıal		,	FLSA S	Status				Nonexempt
PT/FT Status	Full Time	Full Time						35 hour	s per week	
Wage	\$11.58	Per hr.	\$810.60	expected bi	xpected bi-weekly			75.60	expecte	d annually
Salary	\$,	1	bi-weekly			\$		annually	1
Funding Source	General Fund	- budgeted at this	s rate.	1			Pr	imary Org	Code	
Effective Date	02/07/2024									
Reason	Resignation of	Kathryn Descavi								
Comments										

A motion was made by Commissioner Kessling and seconded by Commissioner Webster to re-create the position as stated. The motion was unanimously carried.

Warden Tate reiterated the issue of pay rate in these positions in terms of keeping staff. Commissioner Burke agreed there was an issue and rate is set through a collective bargaining agreement which expires 12/31/2024.

19.

Department	Public Safety-91	1		Presented	Ву:	Coor	Coordinator Susan R. A			mmerman			
Туре	Re-creation	Re-creation						Positions	i	4			
Position	Telecommunicat	or				<u> </u>	P	osition#					
Pay Grade		Rate or R	ange										
Union	UMWA-Residua	UMWA-Residual F						FLSA Status					
PT/FT Status	Full Time	Full Time						40 hou	urs per week.				
Wage	\$16.30	Per hr.	\$1.304.00	expected bi	weekly	/ \$	\$33,904.00		expe	ected annually			
Salary	\$		1	bi-weekly	\$				annı	ually			
Funding Source				-		· · · · · · · · · · · · · · · · · · ·	Р	rimary Or	g Code				
Effective Date													
Reason													
Comments	promoted to lead	d telecommunic T – (limited to	ator effective 05/ 999 hours per an	/13/2023. 2. FT - niversary year) N	Justin licole H	McKinney alerz resig	resig	gned from from from PT tit	telecom	anges: 1. FT – Phillip Sullivan municator effective tive 08/30/2023. 4. PT			

A motion was made by Commissioner Kessling and seconded by Commissioner Webster to re-create the positions as stated. The motion was unanimously carried.

Coordinator Ammerman said there would still be an additional seven full time openings to the four recreated in this meeting.

Department	Children, Youth,	And Families - 11	3201	Presented By:			ector T	iffany N. Tre	ese		
Туре	Re-creation	Re-creation #							# of Positions 1		
Position	Program Manag	er					P	osition #			
Pay Grade	\$13 Rate or Range \$59,223.33 - \$63,961.20								•		
Union		FLSA Status								Exempt	
PT/FT Status	Full Time		Schedule			35 hours	ek.				
Wage	\$	Per hr.	\$	expected bi-weekly \$			\$		expected annually		
Salary	\$		<u> </u>	bi-weekly S			\$		annua	lly	
Funding Source	80% State reimb	oursement and 209	% General Fund.				P	rimary Org	Code		
Effective Date	02/02/2024						J				
Reason	Resignation of A	ingie Best, Progra	m Manager at CYF								
Comments											

A motion was made by Commissioner Burke and seconded by Commissioner Kessling to re-create the position as stated. The motion was unanimously carried.

21.

Department	Children, Youth, And Families - 113201					Presented By:			Director Tiffany N. Treese					
Туре	Re-creation #							#	# of Positions			1		
Position	Program Specialist								Position #					
Pay Grade	S7	S7 Rate or Range \$45,004.87 - \$48,605						5.26						
Union		FLSA Status										Exempt		
PT/FT Status	Full time	Full time Schedule						ıle		35 hours	per wee	ek		
Wage	\$	Per hr.	\$	expe	expected bi-weekly			\$	e			expected annually		
Salary	\$	<u>, </u>	•	bi-we	-weekly			\$	annu			lly		
Funding Source	80% State Reimbu	rsement and	20% General Fund	i.					Prir	nary Org	Code			
Effective Date	02/05/2024													
Reason	Allison Morgan is making a lateral transfer from Program Specialist, S7, to Supervisor-Casework, also S7, which created a vacancy.								hich created a vacancy.					
Comments														

A motion was made by Commissioner Burke and seconded by Commissioner Kessling to re-create the position as stated. The motion was unanimously carried.

22.

Department	Children, Yout	Children, Youth, And Families - 113201				Presented By:			Director Tiffany N. Treese			
Туре	Re-creation :					# of	Positions	1				
Position	Clerk Typist I – Receptionist						F	Position #				
Pay Grade		Rate or R	Rate or Range							l.		
Union	PSSU, SEIU,	Local 668	668 FLSA Status								Nonexempt	
PT/FT Status	Full Time		Schedule					le	37.5 hc	urs a week	·	
Wage	\$13.00	Per hr.	\$975.00	expected bi-weekly \$			\$25,3	350.00	expected	expected annually		
Salary	\$	•	1	bi-we	weekly			\$		annually	1	
Funding Source	80% State Rei	mbursement and	20% General F	und.				F	Primary Org	Code		
Effective Date	01/25/2024							l			1	
Reason	Resignation of	Resignation of Madison Riley										
Comments												

Meeting of February 14, 2024 continued. . .

A motion was made by Commissioner Burke and seconded by Commissioner Kessling to re-create the position as stated. The motion was unanimously carried.

23.

Department	Parks and Rec	reation - 35101	Presented By:	Mana	ger, Public	Norks	s-Highway Pa	ul E. Sh	naffer		
Туре	Re-creation	# of Positions			1						
Position	Groundskeepe	Position #									
Pay Grade	H6	Rate or R	Range	\$13.40- \$14.74							
Union		<u>.</u>			FL	SA Status				Nonexempt	
PT/FT Status	Full Time	Schedul					ule 37.5		37.5 hours per week.		
Wage	\$	Per hr.	\$	expected bi-weekly				\$ expe		ected annually	
Salary	\$	•		bi-weekly			\$		ılly		
Funding Source	General Fund -	- budgeted at this i	rate.	-			F	Primary Org	Code		
Effective Date	02/14/2024										
Reason	Connor Colema	an was discharged	d effective	e 08/11/2023. Need to re-	create	the position	for th	e Valley View	Park so	chedule.	
Comments	Position in non	-benefits eligible a	nd limite	d to 880 hours per annive	rsary y	ear.					

A motion was made by Commissioner Webster and seconded by Commissioner Kessling to re-create the position as stated. The motion was unanimously carried.

24.

Department	Public Works - Hig	hway.		Presented By:	Mar	nager, Publi	c Works	: Works- Highway Paul E. Shaf			
Туре	Re-creation	Re-creation Re-creation								4	
Position	Summer Hire						Po	sition #			
Pay Grade		Rate or F	Range								
Union					F	LSA Status	S			Nonexempt	
PT/FT Status	Full Time					Sched	ule	37.5 hd	ours per	week.	
Wage	\$12.50	Per hr.	\$937.50	expected bi-weekly	expected bi-weekly				expected annually		
Salary	\$			bi-weekly			\$ ani			nually	
Funding Source	General Fund - but	dgeted at thi	s rate				Pr	imary Org	Code		
Effective Date	02/14/2024						1				
Reason	Annual 12-week pr	ogram for su	ımmer help.								
Comments	total amount of \$33	3,750. Six op	enings were	eral and Bridge Fund. The created at the 03/01, nots for a total of 6 hires	/2023	Salary Boa					

A motion was made by Commissioner Webster and seconded by Commissioner Kessling to re-create the positions as stated. The motion was unanimously carried.

25.

Department	Controller	Presented	Presented By: Controller A.C. Sti											
Туре	Set rate				# of	Positions	1	1						
Position	Deputy			P	osition#									
Pay Grade	S9	S9 Rate or Range \$48,677.26					7.26 - \$52,571.45							
Union	Nonunion	Nonunion								Excluded				
PT/FT Status	Full Time	Sch						35 hour	per weel	k.				
Wage	\$	Per hr.	\$	expected bi-weekly			\$		expect	ted annually				
Salary	\$2,021.98			bi-weekly	oi-weekly			71.48	annua	lly				
Funding Source	General Fund	- budgeted at this	rate.				Р	rimary Org	Code					
Effective Date	02/20/2024	-								•				
Reason														
Comments		y accepted the po e is eligible to rec								olying the Pay Policy to his ual).				

Meeting of February 14, 2024 continued. . .

A motion was made by Controller Stickel and seconded by Commissioner Webster to set the rate of this position as stated. The motion was unanimously carried.

Overtime and Additional Time Report: Controller Stickel presented the January 2024 overtime and additional time report for the information of the Board.

There being no further business to discuss, the meeting was adjourned at 9:39.

The next regular Salary Board Meeting will be Wednesday, February 28, 2024 at 9:00 a.m. In the Commissioners' Public Meeting Room.

Respectfully Submitted,

laght Starter

August C. Stickel IV

Secretary