



# BLAIR COUNTY SALARY BOARD

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

## Blair County Salary Board Meeting of February 28, 2024 9:00 a.m. in the Commissioners' Public Meeting Room

### **Board Members in Attendance:**

Commissioner David Kessler, Controller A.C. Stickel, Commissioner Amy Webster

### **Board Members not in Attendance:**

Commissioner Laura Burke

**Quorum:** Present

### **Non-Board Members in Attendance:**

President Judge Wade Kagarise<sup>1</sup>, Public Defender Russell Montgomery<sup>2</sup>, Lindsay Dempsie, Sam Dunkle, Lori Guyer, Nicole Hemminger, Melena Koegler, Cathy Lythgoe, Brian McCulley, Katherine Swigart.

### **Media in Attendance:**

Kay Stephens, Altoona Mirror

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

**Roll Call:** The roll was called by Commissioner Kessler. Public Defender Russell Montgomery attended via phone.

**Moment of Silent Refection:** Led by Commissioner Kessler.

**Pledge of Allegiance to the Flag:** Led by Commissioner Kessler.

**Call for Public Comment:** Commissioner Kessler called for public comment on Salary Board items. There was no public comment.

**Approval of Minutes:** A motion was made by Controller Stickel and seconded by Commissioner Webster that the minutes from the February 14, 2024, meeting be approved. The motion was unanimously carried.

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<sup>1</sup> The Judge is a voting member for Court-related offices' items.

<sup>2</sup> The Public Defender is a voting member for related items.

**Positions:**

7.

<b>Department</b>	Court Administration 01160		<b>Requested By:</b>	President Judge Wade A. Kagarise		
<b>Type</b>	Re-creation			<b># of Positions</b>	1	
<b>Position</b>	Tipstaff			<b>Position #</b>	3463009	
<b>Pay Grade</b>		<b>Rate or Range</b>				
<b>Union</b>	UMWA-Court Related		<b>FLSA Status</b>	Nonexempt (hourly)		
<b>PT/FT Status</b>	Part-Time (max 999 hours per anniversary year)			<b>Schedule</b>	19 hours average per week	
<b>Wage</b>	\$11.58	<b>Per hr.</b>	\$220.02	<b>expected bi-weekly</b>	\$5,720.52	<b>expected annually</b>
<b>Salary</b>	\$			<b>bi-weekly</b>	\$	<b>annually</b>
<b>Funding Source</b>	General Fund - budgeted at this rate.			<b>Primary Org Code</b>	01160	
<b>Effective Date</b>	03/01/2024					
<b>Reason</b>	Resignation of Denise Wyant					
<b>Comments</b>	Starting wage for tipstaff eff 01/01/2024 via UMWA CBA, Court-Related Unit, is \$11.58/hour.					

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

11.

<b>Department</b>	Juvenile Probation 01202		<b>Requested By:</b>	Chief Joseph M. Cox		
<b>Type</b>	Other			<b># of Positions</b>	1	
<b>Position</b>	Temporary Department Assistant			<b>Position #</b>	3399002	
<b>Pay Grade</b>		<b>Rate or Range</b>				
<b>Union</b>	Nonunion		<b>FLSA Status</b>	Excluded		
<b>PT/FT Status</b>	Full Time temporary (Max 5 months and 29 days)			<b>Schedule</b>	35 hours per week.	
<b>Wage</b>	\$11.58	<b>Per hr.</b>	\$810.60	<b>expected bi-weekly</b>	\$10,537.80	<b>expected annually</b>
<b>Salary</b>	\$			<b>bi-weekly</b>	\$	<b>annually</b>
<b>Funding Source</b>	General Fund - budgeted at this rate.			<b>Primary Org Code</b>	01202	
<b>Effective Date</b>	02/26/2024					
<b>Reason</b>						
<b>Comments</b>	Opening for administrative support in JPO to replace Rita Solan was re-created at the July 19,2023, Salary Board meeting. JPO has identified a candidate to perform the job while she completes her senior year of high school and is expected to then depart in August. As a result, the previous re-creation needs to be amended to be temporary department assistant according to the information above. The starting rate matches the rate paid to a regular, full-time incumbent in this title eff 01/01/2024 via the UMWA CBA, Court-Related Unit.					

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

8.

<b>Department</b>	Public Defender 01157		<b>Requested By:</b>	Public Defender Russell J. Montgomery		
<b>Type</b>	Abolishment and creation			<b># of Positions</b>	1	
<b>Position</b>	Assistant Public Defender			<b>Position #</b>	1218004	
<b>Pay Grade</b>		<b>Rate or Range</b>				
<b>Union</b>	SEIU – Professionals Unit		<b>FLSA Status</b>	Excluded		
<b>PT/FT Status</b>	Full Time excluded			<b>Schedule</b>	35 hours per week	
<b>Wage</b>		<b>Per hr.</b>		<b>expected bi-weekly</b>		<b>expected annually</b>
<b>Salary</b>	\$			<b>bi-weekly</b>	\$50,500	<b>annually</b>
<b>Funding Source</b>	General Fund - budgeted at the rate.			<b>Primary Org Code</b>	01157	
<b>Effective Date</b>	03/02/2024					
<b>Reason</b>	Looking to abolish two previous re-created part-time assistant public defender openings to then create one full-time public defender opening.					
<b>Comments</b>	Salary board re-created a part-time assistant public defender opening to replace Christian Kerstetter at its meeting October 5.2022. A second part-time assistant public defender opening was re-created to replace David Beyer at the meeting August 16.2023. Seeking to abolish both in order to create from those one full-time assistant public defender opening. The starting wage eff 01/01/2024 via the SEIU CBA, Professionals Unit, is \$50,500 plus the potential for experience enhancements as outlined within the contract.					

A motion was made by Public Defender Montgomery and seconded by Commissioner Webster to abolish and create this position as stated. The motion was unanimously carried.

9.

<b>Department</b>	Children, Youth, and Families - 113201			<b>Requested By:</b>	Director Tiffany N. Treese		
<b>Type</b>	Temporary Rate				<b># of Positions</b>	1	
<b>Position</b>	Program Specialist				<b>Position #</b>	149001	
<b>Pay Grade</b>	S7	<b>Rate or Range</b>					
<b>Union</b>					<b>FLSA Status</b>	Exempt	
<b>PT/FT Status</b>	Full time				<b>Schedule</b>	35 hours per week	
<b>Wage</b>	\$	<b>Per hr.</b>	\$	<b>expected bi-weekly</b>	<b>expected annually</b>		
<b>Salary</b>	\$ 94.46				<b>bi-weekly</b>	\$ 1,227.98	<b>Annually</b>
<b>Funding Source</b>	80% State Reimbursement and 20% General Fund.				<b>Primary Org Code</b>	113202	
<b>Effective Date</b>	02/17/2024						
<b>Reason</b>	Sandra Wharton is tasked to complete SWAN referrals, SWAN file reviews, ect. which are duties normally performed by our vacant ongoing case manager role. Requesting 5% increase for 5 months, 29 days, effective 02/05/2024. 5% temporary additional rate (it wouldn't allow to be put in for out of class fillable area.)						
<b>Comments</b>	The Pay Policy has no language applicable to this circumstance. Plus 5% would result in an additional \$94.46 x 13 pay periods max (\$1,887.19 x 1.05).						

A motion was made by Commissioner Kessler and seconded by Commissioner Webster to set the temporary rate of this position as stated effective 02/17/2024. The motion was unanimously carried.

10.

<b>Department</b>	Elections/Voter Registration			<b>Requested By:</b>	Director Sarah A. Seymour		
<b>Type</b>	Re-creation				<b># of Positions</b>	1	
<b>Position</b>	Temporary Department Assistant				<b>Position #</b>	2111012	
<b>Pay Grade</b>		<b>Rate or Range</b>					
<b>Union</b>	Nonunion				<b>FLSA Status</b>	Nonexempt	
<b>PT/FT Status</b>	Full time temporary (max 5 months and 29 days)				<b>Schedule</b>	35 hours per week.	
<b>Wage</b>	11.00	<b>Per hr.</b>	770.00	<b>expected bi-weekly</b>	2310.00	<b>expected annually</b>	
<b>Salary</b>	\$				<b>bi-weekly</b>	\$	<b>annually</b>
<b>Funding Source</b>	General Fund - budgeted at this rate.				<b>Primary Org Code</b>	02106610	
<b>Effective Date</b>	03/18/2024						
<b>Reason</b>	1 temporary position for 6 weeks to assist with mail-in ballots received for Presidential primary – March 18, 2024 – April 26,2024.						
<b>Comments</b>	Temporary department assistants earn \$11.00/hour as approved by the April 5, 2023, meeting of Salary Board. The person who filled this role most recently earned \$11.00/hour.						

A motion was made by Commissioner Kessler and seconded by Commissioner Webster to re-create this position. The motion was unanimously carried.

There being no further business to discuss, the meeting adjourned at 9:13 a.m.

The next regular Salary Board meeting will be Wednesday, March 13, 2024, at 9:00 a.m. in the Commissioners' Public Meeting Room.

Respectfully Submitted,



August C. Stickel IV  
Secretary