



BLAIR COUNTY SALARY BOARD

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

Blair County Salary Board Meeting of January 19, 2022

10:30 a.m. 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:

President Judge Elizabeth Doyle¹, Sarah Chuff, DeAnna Heichel, Nicole Hemminger, Glenn Nelson, Prothonotary Robin Patton², Helen Schmitt, Allison Senkevich, Jennifer Sleppy, Nicole Smith, Katherine Swigart, Register and Recorder Anita Terchanik³, Deputy Controller Angela Wagner, District Attorney Peter Weeks⁴

Media in Attendance: Kay Stephens, Altoona Mirror

Call to Order: Commissioner Erb called the meeting to order at 2:30 p.m.

The roll was called by Tracy Miller.

Call for Public Comment: Commissioner Erb called for public comment on Salary Board items. District Attorney Weeks stated he will be submitting a Salary Board Request Form for the Victim Witness Coordinator Position for the 02/03/2022 Salary Board Meeting.

Approval of Minutes: A motion was made by Commissioner Burke and seconded by Commissioner Webster that the minutes from the January 5, 2022 meeting be approved. The motion was unanimously carried.

Victim Witness

Advocate District Attorney Weeks 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 \$11.7738, \$824.17 estimated bi-weekly, \$21,428.32 estimated annually. This position will be funded by VOCA and RASA Grants, including payroll taxes, retirement and other benefits. This vacancy is due to the resignation of Crystall Miller effective 12/31/2021.

Requested by District Attorney Peter Weeks

¹ The Judge is a voting member of the Board for items in that office.

³ The Register and Recorder is a voting member of the Board for items in that office.

² The Prothonotary is a voting member of the Board for items in that office.

⁴ The District Attorney is a voting member of the Board for items in that office.

Deputy Controller Wagner wanted to clarify the General Fund pays wages, payroll taxes, retirement and other benefits for this position. VOCA and RASA Grants need to be submitted quarterly to reimburse the General Fund.

Commissioner Burke seconded the motion and it was unanimously carried.

Victim Witness

Requested by District Attorney Peter Weeks

Case Manager-Sexual Assault/Domestic Violence District Attorney Weeks 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 \$15.3889, \$1,077.22 estimated bi-weekly, \$28,007.80 estimated annually. This position will be funded by VOCA and RASA Grants, including payroll taxes, retirement and other benefits. This vacancy is due to the resignation of Hope Riggelman effective 12/30/2021.

Deputy Controller Wagner wanted to clarify the General Fund pays wages, payroll taxes, retirement and other benefits for this position. VOCA and RASA Grants need to be submitted quarterly to reimburse the General Fund.

Commissioner Burke seconded the motion and it was unanimously carried.

District Attorney

Requested by District Attorney Peter Weeks

Detective District Attorney Weeks moved to re-create this position within the grade H16 hiring range (\$21.83 to \$23.58/hour). This position is Non-Union, Non-Exempt (Hourly). Full-Time at 35 hours per week. This vacancy is due to the resignation of Jeremy Griffeth-Talley effective 12/31/2021. Commissioner Burke seconded the motion and it was unanimously carried.

Prothonotary

Requested by Prothonotary Robin Patton

Receptionist/Clerk Prothonotary Patton moved to re-create this position. This position is UMWA-Court, Non-Exempt (Hourly). Part-Time, Benefit Eligible, at 29 hours per week with an hourly rate of \$10.5063, \$609.37 estimated bi-weekly, \$15,843.50 estimated annually. This position is limited to 1500 hours per benefit year. This vacancy is due to resignation of Brittany Parshall effective 12/22/2021. Commissioner Webster seconded the motion and it was unanimously carried.

Register and Recorder

**Requested by Anita Terchanik,
Register of Wills and Recorder of Deeds**

First Deputy Register and Recorder Terchanik moved to re-create this position within the grade H14 hiring range (\$19.80 - \$21.38/hour). This position is Non-Union, Excluded (Hourly), Full-Time at 35 hours per week. This vacancy is due Sue Miller's retirement effective 02/04/2022. Commissioner Webster seconded the motion and it was unanimously carried.

Register and Recorder

**Requested by Anita Terchanik,
Register of Wills and Recorder of Deeds**

Deputy Recorder Register and Recorder Terchanik moved to re-create this position. This position is UMWA-Court, Non-Exempt. Full-Time at 35 hours per week with an hourly rate of \$13.3753, \$936.27 estimated bi-weekly, \$24,343.05 estimated annually. This vacancy is due the anticipated move of Lisa Logan to the position of First Deputy after Sue Miller's 02/04/2022 retirement. Commissioner Webster seconded the motion and it was unanimously carried.

Assessment

Requested by DeAnna Heichel, Chief Assessor

GIS Mapper/UPI Coordinator I or II Commissioner Burke moved to re-create this position. This position is UMWA-Residual, Non-Exempt (Hourly). Full-Time at 35 hours per week with an hourly rate of \$14.6414, \$1,024.90 estimated bi-weekly, \$26,647.35 estimated annually without CPE; \$15.9075/hour, \$1,113.53 estimated bi-weekly, \$28,951.65 estimated annually with CPE. This rate is UMWA-Residual approved. This vacancy is due the resignation of Chantal Sisko effective 01/07/2022. Deputy Controller Wagner seconded the motion and it was unanimously carried.

Assessment

Requested by DeAnna Heichel, Chief Assessor

GIS Mapper/UPI Coordinator I or II Commissioner Burke moved to re-create this position. This position is UMWA-Residual, Non-Exempt (Hourly). Full-Time at 35 hours per week with an hourly rate of \$14.6414, \$1,024.90 estimated bi-weekly, \$26,647.35 estimated annually without CPE; \$15.9075/hour, \$1,113.53 estimated bi-weekly, \$28,951.65 estimated annually with CPE. This rate is UMWA-Residual approved. This vacancy is due the resignation of Nathan Keagy effective 12/24/2021. Deputy Controller Wagner seconded the motion and it was unanimously carried.

Costs and Fines

Requested by Sally J. Adams, Director

Receptionist/Clerk Judge Doyle moved to re-create this position. This position is UMWA-Court, Non-Exempt (Hourly). Part-Time (Non-Benefit Eligible) at approximately 19 hours per week with an hourly rate of \$10.5063, \$399.24 estimated bi-weekly, \$10,380.22 estimated annually. This position is limited to 999 hours per anniversary year. This vacancy is due to resignation of Tammie McCahan effective 01/14/2022. Commissioner Webster seconded the motion and it was unanimously carried.

Fort Roberdeau

Requested by Glenn Nelson, Director

Historic Site Assistant II Commissioner Webster moved to re-create this position within the grade H2 hiring range (\$11.03 - \$12.13/hour). This position is Part-Time, Non-Benefit Eligible, Non-Union, Non-Exempt (Hourly) at 19 hours per week. This position is limited to 999 hours per anniversary year. This vacancy is due to the retirement of Karen Morrow effective 12/17/2021. Commissioner Burke seconded the motion and it was unanimously carried.

Finance

Requested by Nicole Hemminger, Chief Clerk

Director Commissioner Erb moved to re-create this position within the grade S14 hiring range (\$64,055.96 - \$ 69,180.44). This position is Non-Union, Exempt (Salary). Full-Time at 35 hours per week. This vacancy is due the resignation of Jennifer Sleppy effective 01/21/2022. Commissioner Burke seconded the motion and it was unanimously carried.

Finance

Requested by Nicole Hemminger, Chief Clerk

Manager Commissioner Erb moved to set temporary rate for out-of-class duties for this position. This position is Non-Union, Exempt (Salary). Full-Time at 35 hours per week. Per the Pay Policy, Sarah Chuff's salary should increase 5% (from \$1,931.30 to \$2,027.87 bi-weekly) for assuming responsibilities out of her job classification. This increase would be effective from 01/22/2022 through pay period ending 07/22/2022, or sooner with a hire into the Finance Director vacancy. Commissioner Burke seconded the motion and it was unanimously carried.

Meeting of January 19, 2022 continued. . .

There being no further business to discuss, the meeting was adjourned at 3:00 pm.

The next Regular Salary Board Meeting will be held on February 2, 2022 @ 10:30 a.m.
In Commissioners' Public 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