



BLAIR COUNTY SALARY BOARD

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

Blair County Salary Board Meeting of May 22, 2024

9:00 a.m. in the Commissioners' Public Meeting Room

Board Members in Attendance:

Commissioner David Kessler, Commissioner Laura Burke, Commissioner Amy Webster

Non-Board Members in Attendance:

President Judge Wade Kagarise¹, Coroner Ray Benton², Prothonotary Robin Patton³, Joe Cox, Tricia Johnson, Melena Kogler, Marc Seifert, Allison Senkevich, Paul Shaffer

Board Members not in Attendance: Controller A.C. Stickel

Quorum: Present

Media in Attendance:

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

Moment of Silent Refection: Led by Commissioner Kessler.

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

Roll Call: The roll was called by Commissioner Kessler.

Call for Public Comment: There was none.

Approval of Minutes: No motion was made on the minutes from the May 8, 2024.

Positions:

7.

Department	Domestic Relations		Presented By:	President Judge Wade A. Kagarise		
Type	Re-creation			# of Positions	1	
Position	Department Clerk I			Position #		
Pay Grade		Rate or Range				
Union	UMWA-Court Related		FLSA Status	Nonexempt		
PT/FT Status	Full-time nonexempt			Schedule	35 hours per week	
Wage	\$11.03	Per hr.	\$772.10	expected bi-weekly	\$20,074.60	expected annually
Salary	\$		bi-weekly	\$	annually	
Funding Source	Title IV – E fund – budgeted at this rate. This position is funded 66% by state reimbursement.			Primary Org Code	34156	
Effective Date	5/24/2024					
Reason	Resignation of Sharon Lynn Henry					
Comments	Starting wage for this position is set in UMWA-Court CBA at \$11.03/hour.					

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

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

³ The Prothonotary is a voting member for related items.

² The Coroner is a voting member for related items.

8.

Department	Juvenile Probation			Presented By:	President Judge Wade A. Kagarise		
Type	Re-creation			# of Positions		1	
Position	Supervisor - vacant			Position #			
Pay Grade	S6	Rate or Range		\$43,273.91 - \$46,735.82			
Union	Nonunion			FLSA Status		exempt	
PT/FT Status	Full-time exempt			Schedule		35 hours per week	
Wage	\$	Per hr.	\$	expected bi-weekly		\$	expected annually
Salary	\$			bi-weekly		\$	annually
Funding Source	Title IV – E fund – budgeted at this rate. This position is funded 66% by state reimbursement.			Primary Org Code		01202	
Effective Date	7/1/2024						
Reason	Resignation of Mike Wieland						
Comments							

A motion was made to table this item by President Judge Kagarise and seconded by Commissioner Kessler. The motion was unanimously carried.

9.

Department	Coroner			Presented By:	Coroner Ray S. Benton		
Type	Setting of Rate			# of Positions		1	
Position	Deputy Coroner			Position #			
Pay Grade	H9	Rate or Range		\$15.51 - \$17.06			
Union	Nonunion			FLSA Status			
PT/FT Status	Part-time (max 1,500 hours per benefit plan year)			Schedule		29 hours average per week	
Wage	\$16.46	Per hr.	\$477.34	expected bi-weekly		\$12410.84	expected annually
Salary	\$			bi-weekly		\$	annually
Funding Source				Primary Org Code			
Effective Date	5/25/2024						
Reason	Pursuant to discussion at the May 8, 2024 Salary Board meeting, this is a request to set the hourly rate for Richard Brant as part of converting the Deputy Coroner positions from per diem positions to part time hourly positions. These positions were not budgeted at an hourly rate, and will be paid from contingency.						
Comments							

A motion was made to table this item by Coroner Benton and seconded by Commissioner Burke to set the salary as stated. The motion was unanimously carried.

10.

Department	Coroner			Presented By:	Coroner Ray S. Benton		
Type	Setting of Rate			# of Positions		1	
Position	Deputy Coroner			Position #			
Pay Grade	H9	Rate or Range		\$15.51 - \$17.06			
Union	Nonunion			FLSA Status			
PT/FT Status	Part-time (max 1,500 hours per benefit plan year)			Schedule		29 hours average per week	
Wage	\$16.46	Per hr.	\$477.34	expected bi-weekly		\$12410.84	expected annually
Salary	\$			bi-weekly		\$	annually
Funding Source				Primary Org Code			
Effective Date	3/30/2024						
Reason	Pursuant to discussion at the May 8, 2024 Salary Board meeting, this is a request to set the hourly rate for Terry Dellinger as part of converting the Deputy Coroner positions from per diem positions to part time hourly positions. These positions were not budgeted at an hourly rate, and will be paid from contingency.						
Comments							

A motion was made to table this item by Coroner Benton and seconded by Commissioner Burke to set the salary as stated. The motion was unanimously carried.

11.

Department	Coroner		Presented By:	Coroner Ray S. Benton		
Type	Setting of Rate			# of Positions	1	
Position	Deputy Coroner			Position #		
Pay Grade	H9	Rate or Range	\$15.51 - \$17.06			
Union	Nonunion			FLSA Status		
PT/FT Status	Part-time (max 1,500 hours per benefit plan year)			Schedule	29 hours average per week	
Wage	\$16.46	Per hr.	\$477.34	expected bi-weekly	\$12410.84	expected annually
Salary	\$		bi-weekly	\$		annually
Funding Source				Primary Org Code		
Effective Date	5/25/2024					
Reason	Pursuant to discussion at the May 8, 2024 Salary Board meeting, this is a request to set the hourly rate for Marcus Whiteford as part of converting the Deputy Coroner positions from per diem positions to part time hourly positions. These positions were not budgeted at an hourly rate, and will be paid from contingency.					
Comments						

A motion was made to table this item by Coroner Benton and seconded by Commissioner Burke to set the salary as stated. The motion was unanimously carried

12.

Department	Coroner		Presented By:	Coroner Ray S. Benton		
Type	Setting of Rate			# of Positions	1	
Position	Deputy Coroner			Position #		
Pay Grade	H9	Rate or Range	\$15.51 - \$17.06			
Union	Nonunion			FLSA Status		
PT/FT Status	Part-time (max 999 hours per anniversary year)			Schedule	19 hours average per week	
Wage	\$15.51	Per hr.	\$294.69	expected bi-weekly	\$7661.94	expected annually
Salary	\$		bi-weekly	\$		annually
Funding Source				Primary Org Code		
Effective Date	3/30/2024					
Reason	Pursuant to discussion at the May 8, 2024 Salary Board meeting, this is a request to set the hourly rate for Danielle Brown as part of converting the Deputy Coroner positions from per diem positions to part time hourly positions. These positions were not budgeted at an hourly rate, and will be paid from contingency.					
Comments						

A motion was made to table this item by Coroner Benton and seconded by Commissioner Burke to set the salary as stated. The motion was unanimously carried

13.

Department	Coroner		Presented By:	Coroner Ray S. Benton		
Type	Setting of Rate			# of Positions	1	
Position	Deputy Coroner			Position #		
Pay Grade	H9	Rate or Range	\$15.51 - \$17.06			
Union	Nonunion			FLSA Status		
PT/FT Status	Part-time (max 999 hours per anniversary year)			Schedule	19 hours average per week	
Wage	\$19.54	Per hr.	\$371.26	expected bi-weekly	\$9,652.76	expected annually
Salary	\$		bi-weekly	\$		annually
Funding Source				Primary Org Code		
Effective Date	5/25/2024					
Reason	Pursuant to discussion at the May 8, 2024 Salary Board meeting, this is a request to set the hourly rate for William Forsht as part of converting the Deputy Coroner positions from per diem positions to part time hourly positions. These positions were not budgeted at an hourly rate, and will be paid from contingency.					
Comments						

A motion was made to table this item by Coroner Benton and seconded by Commissioner Burke to set the salary as stated. The motion was unanimously carried

14.

Department	Coroner		Presented By:	Coroner Ray S. Benton		
Type	Setting of Rate			# of Positions	1	
Position	Deputy Coroner			Position #		
Pay Grade	H9	Rate or Range	\$15.51 - \$17.06			
Union	Nonunion			FLSA Status		
PT/FT Status	Part-time (max 999 hours per anniversary year)			Schedule	19 hours average per week	
Wage	\$15.51	Per hr.	\$294.69	expected bi-weekly	\$7661.94	expected annually
Salary	\$		bi-weekly	\$	annually	
Funding Source				Primary Org Code		
Effective Date	5/25/2024					
Reason	Pursuant to discussion at the May 8, 2024 Salary Board meeting, this is a request to set the hourly rate for Lisa Holmberg as part of converting the Deputy Coroner positions from per diem positions to part time hourly positions. These positions were not budgeted at an hourly rate, and will be paid from contingency.					
Comments						

A motion was made to table this item by Coroner Benton and seconded by Commissioner Burke to set the salary as stated. The motion was unanimously carried

15.

Department	Coroner		Presented By:	Coroner Ray S. Benton		
Type	Setting of Rate			# of Positions	1	
Position	Deputy Coroner			Position #		
Pay Grade	H9	Rate or Range	\$15.51 - \$17.06			
Union	Nonunion			FLSA Status		
PT/FT Status	Part-time (max 999 hours per anniversary year)			Schedule	19 hours average per week	
Wage	\$15.51	Per hr.	\$294.69	expected bi-weekly	\$7661.94	expected annually
Salary	\$		bi-weekly	\$	annually	
Funding Source				Primary Org Code		
Effective Date	30/30/2024					
Reason	Pursuant to discussion at the May 8, 2024 Salary Board meeting, this is a request to set the hourly rate for Katherine Lytle as part of converting the Deputy Coroner positions from per diem positions to part time hourly positions. These positions were not budgeted at an hourly rate, and will be paid from contingency.					
Comments						

A motion was made to table this item by Coroner Benton and seconded by Commissioner Burke to set the salary as stated. The motion was unanimously carried

16.

Department	Coroner		Presented By:	Coroner Ray S. Benton		
Type	Setting of Rate			# of Positions	1	
Position	Deputy Coroner			Position #		
Pay Grade	H9	Rate or Range	\$15.51 - \$17.06			
Union	Nonunion			FLSA Status		
PT/FT Status	Part-time (max 999 hours per anniversary year)			Schedule	19 hours average per week	
Wage	\$15.82	Per hr.	\$300.58	expected bi-weekly	\$7815.08	expected annually
Salary	\$		bi-weekly	\$	annually	
Funding Source				Primary Org Code		
Effective Date	5/25/2024					
Reason	Pursuant to discussion at the May 8, 2024 Salary Board meeting, this is a request to set the hourly rate for Ronald McConahy as part of converting the Deputy Coroner positions from per diem positions to part time hourly positions. These positions were not budgeted at an hourly rate, and will be paid from contingency.					
Comments						

A motion was made to table this item by Coroner Benton and seconded by Commissioner Burke to set the salary as stated. The motion was unanimously carried

17.

Department	Coroner		Presented By:	Coroner Ray S. Benton		
Type	Setting of Rate			# of Positions	8	
Position	Deputy Coroner			Position #		
Pay Grade	H9	Rate or Range	\$15.51 - \$17.06			
Union	Nonunion			FLSA Status		
PT/FT Status	Part-time (max 999 hours per anniversary year)			Schedule	19 hours average per week	
Wage	\$	Per hr.	\$	expected bi-weekly	\$	expected annually
Salary	\$			bi-weekly	\$	annually
Funding Source				Primary Org Code		
Effective Date	5/25/2024					
Reason	Pursuant to discussion at the May 8, 2024 Salary Board meeting, this is a request to convert the vacant Deputy Coroner's positions (8 total) from per diem positions to part time hourly positions with a maximum of 999 hours per anniversary year. These positions were not budgeted at an hourly rate, and will be paid from contingency.					
Comments						

A motion was made to table this item by Coroner Benton and seconded by Commissioner Burke to set the salary as stated. The motion was unanimously carried.

18.

Department	Coroner		Presented By:	Coroner Ray S. Benton		
Type	Setting of Rate			# of Positions	1	
Position	Deputy Coroner			Position #		
Pay Grade	H9	Rate or Range	\$15.51 - \$17.06			
Union	Nonunion			FLSA Status		
PT/FT Status	Part-time (max 999 hours per anniversary year)			Schedule	19 hours average per week	
Wage	\$	Per hr.	\$	expected bi-weekly	\$	expected annually
Salary	\$			bi-weekly	\$	annually
Funding Source				Primary Org Code		
Effective Date	5/25/2024					
Reason	Pursuant to discussion at the May 8, 2024 Salary Board meeting, this is a request to set the on-call pay amount for part-time deputy coroners to \$80/shift after their conversion from per-diem positions. These positions were not budgeted at an hourly rate, and will be paid from contingency.					
Comments	Positions were originally approved for \$80/shift. This request seeks to preserve existing per-shift pay as an on-call pay structure, with the hourly rate in related requests supplementing the on-call pay. This mirrors the structure of union-eligible employees who perform duties on-call.					

A motion was made to table this item by Coroner Benton and seconded by Commissioner Burke to set the salary as stated. Some discussion on how this will effect budget proceeded the vote. It passed with one opposed, Commissioner Webster.

19.

Department	Prothonotary		Presented By:	Prothotary Robin G. Patton		
Type	Re-creation			# of Positions	1	
Position	Receptionist/Clerk			Position #		
Pay Grade		Rate or Range				
Union	UMWA-Court related			FLSA Status		
PT/FT Status	Full-time nonexempt (hourly)			Schedule	35 hours per week	
Wage	\$11.03	Per hr.	\$772.10	expected bi-weekly	\$20074.60	expected annually
Salary	\$			bi-weekly	\$	annually
Funding Source	General Fund budgeted at this rate.			Primary Org Code		
Effective Date	5/2/2024					
Reason	Resignation of Molly Tenley.					
Comments	Starting wage for this position is set in UMWA CBA at \$11.03/hour.					

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

20.

Department	Highway	Presented By:	Manager, Public Works-Highway Paul E. Shaffer		
Type	Setting of Rate		# of Positions	1	
Position	Head Groundskeeper		Position #		
Pay Grade	H7	Rate or Range	\$14.07 - \$15.48		
Union	Nonunion		FLSA Status		
PT/FT Status	Full-Time nonexempt (hourly)		Schedule	37.5 hours per week	
Wage	\$15.48	Per hr.	\$1,161.00	expected bi-weekly	\$30,186.00
Salary	\$			bi-weekly	\$
Funding Source	General Fund budgeted at this rate.			Primary Org Code	
Effective Date					
Reason	Moving from Groundskeeper to Head Groundskeeper.				
Comments					

A motion was made by Commissioner Kessler and seconded by Commissioner Webster to set the rate of the positions as stated. The motion was unanimously carried.

21.

Department	Highway	Presented By:	Manager, Public Works-Highway Paul E. Shaffer		
Type	Setting of Rate		# of Positions	1	
Position	Groundskeeper		Position #		
Pay Grade	H6	Rate or Range	\$13.40 - \$14.74		
Union	Nonunion		FLSA Status		
PT/FT Status	Full-Time temporary (max 5 mos and 29 days)		Schedule	37.5 hours per week	
Wage	\$	Per hr.	\$	expected bi-weekly	\$
Salary	\$			bi-weekly	\$
Funding Source	General Fund budgeted at this rate.			Primary Org Code	
Effective Date	5/18/2024				
Reason	Promotion of Eric Epenlaub				
Comments					

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

22.

Department	Social Services	Presented By:	Director Tricia Johnson		
Type	Setting of Rate		# of Positions	1	
Position			Position #		
Pay Grade		Rate or Range			
Union	Nonunion		FLSA Status		
PT/FT Status	Full-time exempt		Schedule	35 hours per week	
Wage	\$	Per hr.	\$	expected bi-weekly	\$
Salary	\$			bi-weekly	\$
Funding Source				Primary Org Code	
Effective Date	3/1/2024				
Reason	Due to changes in personnel in the Social Services office, exempt employees are periodically assuming the duties of the Mental Health Delegates. When Union employees and contracted private providers perform this work they are paid \$350 per week. Work is performed on an as needed/emergency basis and can occur at any time including overnights and weekends. Salaries in Social Services are reimbursed 95% by the state. \$350 per week was budgeted for the entire year regardless of person filling each shift.				
Comments					

A motion was made by Commissioner Kessler and seconded by Commissioner Burke to set the rate of the positions as stated. The motion was unanimously carried.

23.

Department	Human Resources			Presented By:	Human Resources Manager Melena Koegler		
Type	Temporary Rate				# of Positions	1	
Position	Benefits Specialist				Position #		
Pay Grade		Rate or Range					
Union	Nonunion			FLSA Status			
PT/FT Status					Schedule		
Wage	\$	Per hr.	\$	expected bi-weekly		\$	expected annually
Salary	\$			bi-weekly		\$	annually
Funding Source					Primary Org Code		
Effective Date	4/29/2024						
Reason	Assumption of Out of Class duties by Brian Walters. The vacancy of the Human Resources Director position effective 4/29/2024, and HR Manager Melena Koegler's assumption of the role of interim director, has necessitated the delegation of a portion of administrative duties normally undertaken by the HR Manager and HR Director to other members of Human Resources.						
Comments							

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

24.

Department	Human Resources			Presented By:	Human Resources Manager Melena Koegler		
Type	Temporary Rate				# of Positions	1	
Position	Payroll Administrator				Position #		
Pay Grade		Rate or Range					
Union	Nonunion			FLSA Status			
PT/FT Status					Schedule		
Wage	\$	Per hr.	\$	expected bi-weekly		\$	expected annually
Salary	\$			bi-weekly		\$	annually
Funding Source					Primary Org Code		
Effective Date	4/29/2024						
Reason	Assumption of Out of Class duties by Kyle Brashear. The vacancy of the Human Resources Director position effective 4/29/2024, and HR Manager Melena Koegler's assumption of the role of interim director, has necessitated the delegation of a portion of administrative duties normally undertaken by the HR Manager and HR Director to other members of Human Resources.						
Comments							

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

Adjournment. The meeting was called to adjourn at 9:56a.m. by Commissioner Kessler and seconded by Commissioner Webster. The motion was unanimously carried.

The next regular Salary Board Meeting will be June 12, 2024, at 9:00 a.m. in Commissioners' Public Meeting Room.

Respectfully Submitted,



August C. Stickel IV
Secretary