



BLAIR COUNTY SALARY BOARD

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

Blair County Salary Board Meeting of July 6, 2022

10:30 a.m. In the Commissioners' Public Meeting Room

Board Members in Attendance:

Commissioner Bruce Erb, Commissioner Laura Burke, Controller A.C. Stickel, Commissioner Amy Webster

Board Members not in Attendance: NONE

Quorum: Present

Non-Board Members in Attendance President

Judge Elizabeth Doyle¹, Deputy Treasurer Brenda Bryan², Keith Calhoun, Melena Koegler, Sheriff James Ott³, Prothonotary Robin Patton⁴, Wendy Pielmeier, Marc Seifert, Nicole Smith, Katherine Swigart, Chief Deputy Sheriff Chris Tatar

Media in Attendance: Kay Stephens, Altoona Mirror

Call to Order: Commissioner Erb called the meeting to order at 10:30 a.m.

The roll was called by Tracy Miller.

Call for Public Comment: Commissioner Erb called for public comment on Salary Board items. There were no comments

Approval of Minutes: A motion was made by Controller Stickel and seconded by Commissioner Webster that the minutes from the June 15, 2022 meeting be approved. The motion was unanimously carried.

Commissioner Erb announced a change in the order of presentation. The processor position (Item #16 on the agenda) will be presented following the tipstaff position (Item #8 on the agenda).

**District Court
MDJ Dunio's Office**

Requested by President Judge Doyle

District Court Administrative Support Judge Doyle 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 \$11.58, \$810.60 estimated bi-weekly, \$21,075.60 estimated annually. This rate is approved by UMWA-Court. This vacancy is due to Sandra Corey transferring to criminal processor in Court Administration effective 07/04/2022. Commissioner Burke seconded the motion and it was unanimously carried.

¹ The Judge is a voting member for Court related office items.

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

² The Deputy Treasurer is a voting member for items in that office.

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

**District Court
MDJ Dunio's Office**

Requested by President Judge Doyle

District Court Administrative Support Judge Doyle 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 \$11.58, \$810.60 estimated bi-weekly, \$21,075.60 estimated annually. This rate is approved by UMWA-Court. This vacancy is due to Amber Weber transferring from MDJ Dunio's office to MDJ Blattenberger's office effective 07/11/2022. Commissioner Burke seconded the motion and it was unanimously carried.

Court Administration

**Requested by Human Resources Director
Katherine Swigart for Nicole Smith**

Criminal Processor Judge Doyle moved to set the salary for Sandra Corey. This position is UMWA-Court, Non-Exempt, Full-Time at 35 hours per week. Sandra will transfer into the position of criminal processor effective 07/04/2022. Her current hourly rate of pay as district court administrative support is \$12.30. Her tenure with County has her above the starting hourly rate of \$11.58 listed for both positions. UMWA has approved her retaining her current hourly rate of \$12.30 as criminal processor. Commissioner Burke seconded the motion and it was unanimously carried.

Judge Bernard

Requested by President Judge Doyle

Tipstaff Judge Doyle 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 \$11.58, \$810.60 estimated bi-weekly, \$21,075.60 estimated annually. This rate is approved by UMWA-Court. This vacancy is due to Julie Dively transferring to judicial secretary within the Judge Milliron/pool effective 07/18/2022. Commissioner Burke seconded the motion and it was unanimously carried.

Costs and Fines

Requested by Director Sally Adams

Processor Judge Doyle 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 \$11.58, \$810.60 estimated bi-weekly, \$21,075.60 estimated annually. This rate is approved by UMWA-Court. This vacancy is due to Susan Sunseri transferring to warrant clerk in the Sheriff's Office effective 07/11/2022. Commissioner Burke seconded the motion and it was unanimously carried.

Prothonotary

Requested by Prothonotary Robin Paton

Receptionist/Clerk Prothonotary Patton 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 \$11.03, \$772.10 estimated bi-weekly, \$20,074.60 estimated annually. This rate is approved by UMWA-Court. This vacancy is due to Vicki Cotter transferring to the 19 hr. per week (999 hours per anniversary year) courtroom clerk position effective 07/04/2022. Commissioner Webster seconded the motion and it was unanimously carried.

Sheriff

**Requested by Human Resources Director
Katherine Swigart for Sheriff Ott**

Warrant Clerk Sheriff Ott moved to set the salary for Susan Sunseri. This position is UMWA-Court, Non-Exempt, Full-Time at 35 hours per week. Susan will transfer into the position of warrant clerk effective 07/11/2022. Her current rate of pay as processor in Costs and Fines is \$11.72/hour. Her tenure with County has her above the starting hourly rate of \$11.58 listed for both positions. UMWA has approved her retaining her current hourly rate of \$11.72 as warrant clerk. Commissioner Webster seconded the motion and it was unanimously carried.

Treasurer

Requested by Treasurer James Carothers

Temporary Department Assistant Deputy Treasurer Bryan moved to re-create this position. This position is Non-Union, Non-Exempt, Part-Time, Temporary (for the months of July, August, and September) with an hourly rate of \$11.00. Commissioner Erb seconded the motion and it was unanimously carried.

Assessment

Requested by Chief Assessor DeAnna Heichel

Assessor II Commissioner Burke moved to adjust Joseph Brandt's hourly rate. Joseph received his CPE credential June 3, 2022. This results in a promotion to Assessor II. His current hourly rate as Assessor I is \$14.08, \$985.60 estimated bi-weekly, \$25,625.60 estimated annually. As Assessor II, the hourly rate should increase to \$15.52, \$1,086.40 estimated bi-weekly, \$28,246.40 estimated annually. The new rate should be effective as of 6/4/2022. Controller Stickel seconded the motion and it was unanimously carried.

Assessment

Requested by Chief Assessor DeAnna Heichel

Assessor II Commissioner Burke moved to adjust Lori McPeake's hourly rate. Lori received her CPE credential June 3, 2022. This results in a promotion to Assessor II. Her current hourly rate as Assessor I is \$14.08, \$985.60 estimated bi-weekly, \$25,625.60 estimated annually. As Assessor II, the hourly rate should increase to \$15.52, \$1,086.40 estimated bi-weekly, \$28,246.40 estimated annually. The new rate should be effective as of 6/4/2022. Controller Stickel seconded the motion and it was unanimously carried.

Children, Youth and Families

Requested by Commissioner Laura Burke

Commissioner Burke moved to re-set emergency duty pay and hours for supervisor-casework, program manager, casework manager, and program specialist. With staffing shortages, it would be beneficial to return to 8-hour shifts for Emergency Duty and run two 8-hour Emergency Duty shifts for supervisors during the week; and also return to 8-hour shifts on weekends and holidays. The Emergency Duty pay would decrease from \$113.00 for the 12-hour shift to \$75.00 for the 8-hour shift. The wages for these positions are reimbursed 80% by the state. Controller Stickel seconded the motion and it was unanimously carried.

Children, Youth and Families

Requested by Commissioner Laura Burke

Clerk Typist I-Receptionist Commissioner Burke moved to re-create this position. This position is PSSU, Non-Exempt, Full-Time at 37.5 hours per week with an hourly rate of \$10.49, \$786.75 estimated bi-weekly, \$20,455.50 estimated annually. The wages for this position are reimbursed 80% by the state. This vacancy is due to Alisa Smith transferring to clerk typist II-fiscal aide effective 07/02/2022. Controller Stickel seconded the motion and it was unanimously carried.

Elections

Requested by Director Sarah Seymour

Voter Registration Assistant Commissioner Webster moved to re-create this position. This position is UMWA-Residual, Non-Exempt, Full-Time at 35 hours per week with an hourly rate of \$11.58, \$810.60 estimated bi-weekly, \$21,075.60 estimated annually. This rate was approved by UMWA-Residual. This vacancy is due to the retirement of Louann Loechner effective 07/01/2022. Commissioner Burke seconded the motion and it was unanimously carried.

Finance

Requested by Chief Clerk Nicole Hemminger

Manager Commissioner Erb moved to set the salary for Brandon Meck. This position is Non-Union, Exempt (Salary). Full-Time, at 35 hours per week. Applying the pay policy to Brandon's previous experience, he is eligible for \$45,095.34, within the hiring range of pay grade S7 (\$45,004.87 - \$48,605.26). Commissioner Webster seconded the motion and it was unanimously carried.

Social Services

Requested by Director James Hudack

Presented by Commissioner Bruce Erb

Fiscal Operations Officer Commissioner Erb moved to set the salary for Cecelia St. Clair. This position is Non-Union, Exempt (Salary). Full-Time, at 35 hours per week. Applying the pay policy to Cecelia's previous experience, she is eligible for \$50,549.72, the maximum of the hiring range of pay grade S8 (\$46,805.06 - \$50,549.47). Wages, payroll taxes, retirement and other benefits are reimbursed 100% by the state. Commissioner Webster seconded the motion and it was unanimously carried.

Social Services

Requested by Director James Hudack

Presented by Commissioner Bruce Erb

Mental Health Program Specialist Commissioner Erb 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 \$17.98, \$1,258.60 estimated bi-weekly, \$32,723.60 estimated annually. Wages, payroll taxes, retirement and other benefits are reimbursed 100% by the state. This vacancy is due to the retirement of Kenneth Dean effective 07/08/2022. Commissioner Webster seconded the motion and it was unanimously carried.

Meeting of July 6, 2022 continued. . .

Overtime and Additional Time Report: Controller Stickel presented the June 2022 overtime and additional time report for the information of the Board.

There being no further business to discuss, the meeting was adjourned at 10:51 a.m.

The next Regular Salary Board Meeting will be held on July 20, 2022 @ 2:30 p.m.
In the Commissioners' Public Meeting Room.

Respectfully Submitted,



August C. Stickel IV
Secretary