Blair County Salary Board Meeting of May 22, 2024, at 9:00 a.m. in Commissioners' Public Meeting Room

Salary Board meetings are being held in person and by Zoom. To participate in the meeting, please dial 1-301-715-8592 or 1-646-876-9923 and enter Meeting ID 935 7690 9088 and then the meeting passcode 868993.

AGENDA

1.	Call to Order	 Commissioner	David Kessling

- 2. Moment of Silent Reflection.
- **3.** Pledge of Allegiance.
- 4. Roll Call.
- 5. Call for Public Comment on Salary Board Items.
- 6. Approval of Minutes from the May 8, 2024, meeting.

Positions:

Department	Domestic Rela	tions		Request	ed By	y : P	residen	t Judge	Wad	le A. Kagarise
Туре	Re-creation						# of Positions			1
Position	Department CI	erk I				Р	osition	#		
Pay Grade		Rate or	Range							
Union	UMWA-Court I	Related	•	FLSA Status					Nonexempt	
PT/FT Status	Full-time none	xempt			Schedule 3			35 hou	ırs pe	er week
Wage	\$11.03	Per hr.	\$772.10	expected	ekly	k ly \$20,074.60		exp	ected annually	
Salary	\$			bi-weekly			\$		anr	nually
Funding Source	Title IV – E fun	ıd – budge	ted at this rate	. This posit	This position is Primary Or			Org Co	de	34156
	funded 66% by	/ state reir	nbursement.							
Effective Date	5/24/2024									
Reason	Resignation of	Resignation of Sharon Lynn Henry								
Comments	Starting wage	tarting wage for this position is set in UMWA-Court CBA at \$11.03/hour.								



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8

Department	Juvenile Proba	ation		Request	ed By	': P	President Judge Wade A. Kagarise					
Туре	Re-creation			•			# of	Position	s	1		
Position	Supervisor - va	acant			Position #							
Pay Grade	S6	Rate or	Range	\$43.273.	91 - \$4	91 - \$46,735.82						
Union	Nonunion				FLSA	A Stat	us			exempt		
PT/FT Status	Full-time exem	Full-time exempt Schedule 35 hou								urs per week		
Wage	\$	Per hr.	\$	expected	bi-we	ekly	\$		ехр	ected annually		
Salary	\$			bi-weekly	'		\$		ann	ually		
Funding Source	Title IV – E fun funded 66% by			. This posit	ion is	P	rimary	Org Cod	le	01202		
Effective Date	7/1/2024											
Reason	Resignation of	Resignation of Mike Wieland										
Comments	Pay grade S6, salary range \$43,273.91 to \$59,718.00, with a hiring maximum of \$46,735.82. Opening due to the resignation of Mike Wieland.								46,735.82. Opening			

Department	Coroner			Request	ed B	y: C	oroner	Ray S. E	Bento	on
Туре	Setting of Rate)				•	# of Positions			1
Position	Deputy Corone	er			Position #					
Pay Grade	H9	Rate or	Range	\$15.51 -	\$17.0)6				
Union	Nonunion				FLS	A Stat	us			
PT/FT Status	Part-time (max							rs av	erage per week	
Wage	\$16.46	\$16.46 Per hr. \$477.34 expected bi-weekly \$12410.84 expe							exp	ected annually
Salary	\$	bi-weekly \$ ar							anr	nually
Funding Source		Primary Org Code								
Effective Date	5/25/2024					•				
Reason		ant as part s. s were no ositions w	of converting to the state of t	the Deputy an hourly ra as per-dien	Coro te, bu	ner pos ut are n shift fla	ecessa	from per ary and w	diem vill be	•
Comments	therefore this p	oosition is Ild give hir	requested as p n a rate calcula	art-time, 1	500 h	ours pe	er anniv	versary y	ear.	ersary year threshold, His start date of e plus three 2-percent



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10.

Department	Coroner			Request	ed By:	C	oroner	Ray S. E	Bento	n
Туре	Setting of Rate)					# of	Position	ıs	1
Position	Deputy Corone	er				P	Position #			
Pay Grade	H9	Rate or	Range	\$15.51 -	\$17.06					
Union	Nonunion				FLSA	Stat	us			
PT/FT Status	Part-time (max	plan year)	S	che	dule	29 hou	rs av	verage per week		
Wage	\$16.46	\$477.34	kly	\$124	10.84	exp	ected annually			
Salary	\$			\$		ann	nually			
Funding Source						Pi	rimary	Org Cod	de	
Effective Date	3/30/2024									
Reason	for Terry Dellin hourly position These position contingency. P necessary for	ger as par s. s were no cositions w FLSA com	t of converting t budgeted at a ere budgeted a pliance and op	the Deputy an hourly ra as per-dient perational n	y Corone te, but a n/per shi ecessity	er po re n ft fla	ecessa t rate,	from peary and w	r diei /ill be ersio	n to hourly is
Comments	threshold, ther date of 5/30/20 percent.	contingency. Positions were budgeted as per-diem/per shift flat rate, but conversion to hourly is necessary for FLSA compliance and operational necessity. Deputy Coroner Dellinger's existing work as has caused him to exceed the 999/anniversary year threshold, therefore this position is requested as part-time, 1500 hours per anniversary year. His start date of 5/30/2023 would give him a rate calculation of the starting rate of the H9 pay grade plus two percent. Requested effective date of 3/30 to capture training hours worked but uncompensated while per-diem.								

Department	Coroner			Request	ed B	y: C	oroner	Ray S. E	Bento	on
Туре	Setting of Rate)					# of	Position	าร	1
Position	Deputy Corone	er			Position #					
Pay Grade	H9	Rate or	Range	\$15.51 -	\$17.0)6				
Union	Nonunion				FLS	A Stat	us			
PT/FT Status	Part-time (max						rs av	s average per week		
Wage							exp	ected annually		
Salary	\$ bi-weekly \$ an							anr	nually	
Funding Source		Primary Org Code							de	
Effective Date	5/25/2024					•				<u> </u>
Reason		iteford as sitions. s were no ositions w	part of convert t budgeted at a ere budgeted a	ing the Dep an hourly ra as per-dien	outy C ite, bu	Coroner ut are n shift fla	position	ons from	per o	
Comments	threshold, there	efore this 21 would	oosition is requ give him a rate	iested as p	art-tin	ne, 150	00 houi	s per an	niver	nniversary year rsary year. His start ay grade plus three 2-



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12

Department	Coroner			Request	ted By:	C	oroner	Ray S. E	3ento	on
Туре	Setting of Rate	;					# of	Position	าร	1
Position	Deputy Corone	er				P	osition) #		
Pay Grade	H9	Rate or	Range	\$15.51 -	\$17.06					
Union	Nonunion	1 = ==								
PT/FT Status	Part-time (max	art-time (max 999 hours per anniversary year)						19 hou	ırs av	erage per week
Wage	\$15.51							1.94	exp	ected annually
Salary	\$								ann	nually
Funding Source						Pi	rimary	Org Co	de	
Effective Date	3/30/2024									
Reason	for Danielle Brotime hourly pos	own as pa sitions. s were no Positions w	art of converting of budgeted at a vere budgeted a	the Deput an hourly ra as per-dien	y Coron ate, but a n/per sh	er po are n ift fla	ecessa	s from pe	er die vill be	•
Comments	grade. Her pos	sition woul	d be part time,	999 hours	per ann	ivers	ary ye	ar.		e minimum of the pay ated while per-diem.

Department	Coroner			Request	ed By:	Corone	Ray S.	Bento	on		
Туре	Setting of Rate)				# of Positions		ns	1		
Position	Deputy Coron	er			Position						
Pay Grade	H9	Rate or	Range	\$15.51 -	\$15.51 - \$17.06						
Union	Nonunion										
PT/FT Status	Part-time (max	rt-time (max 999 hours per anniversary year) Schedule 19 hours						ırs av	verage per week		
Wage	\$19.54 Per hr. \$371.26 expected bi-weekly \$9,652.76							exp	ected annually		
Salary							anr	nually			
Funding Source						Primary	Org Co	de			
Effective Date	5/25/2024				•						
Reason	for William For hourly position These position contingency. F	sht as par s. s were no Positions w	t of converting It budgeted at a Vere budgeted a	the Deputy in hourly ra as per-dien	Coroner te, but are	positions e necess	from pe	r dier will be			
Comments	necessary for FLSA compliance and operational necessity. Deputy Coroner Forsht's start date of 5/14/2012 would give a rate calculation of \$19.54, from a starting rate of \$15.41 and 12 two-percent year-over-year adjustments.										



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14.

Department	Coroner			Request	ed By	/: C	Coroner Ray S. Ben			on
Туре	Setting of Rate	Э					# of	Positior	าร	1
Position	Deputy Coron	er						#		
Pay Grade	H9	Rate or	Range	\$15.51 -	\$17.0	6				
Union	Nonunion									
PT/FT Status	Part-time (max 999 hours per anniversary year) Schedule							19 hou	ırs av	erage per week
Wage	\$15.51	\$294.69	ekly	\$766	1.94	exp	ected annually			
Salary	\$		•	bi-weekly	1		\$		ann	nually
Funding Source						Pi	rimary	Org Co	de	
Effective Date	5/25/2024					•				
Reason		perg as par ns. ns were no Positions w	rt of converting of budgeted at vere budgeted	the Deputy an hourly ra as per-dien	/ Coro ite, bu n/per s	ner po t are n shift fla	ecessa	from per ary and w	r dier vill be	•
Comments	Deputy Coron the pay grade.									ne hiring minimum of

Department	Coroner			Request	ed B	y: C	oroner	Ray S. B	Bento	on
Туре	Setting of Rate)					# of Positions			1
Position	Deputy Corone	er			P	osition	#			
Pay Grade	H9	Rate or	Range	\$15.51 -	\$17.0)6				
Union	Nonunion				FLSA Status					
PT/FT Status	Part-time (max	999 hour	s per anniversa	ary year)	Sche	dule	19 hou	rs av	erage per week	
Wage	\$15.51	15.51 Per hr. \$294.69 expected bi-weekly \$7661.94 ex							exp	ected annually
Salary	\$	bi-weekly \$ ann								nually
Funding Source		Primary Org Code								
Effective Date	30/30/2024					•				
Reason		ytle as pa sitions. s were no ositions w	rt of converting t budgeted at a ere budgeted a	the Deput an hourly ra as per-dien	y Cor te, bu	oner po ut are n shift fla	ecessa	from pe	r die vill be	
Comments	minimum. Her	position w	ould be part tir	ne, 999 ho	urs pe	er anniv	ersary/	year.	·	ay grade's hiring ated while per-diem.



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16.

Department	Coroner	Coroner Requ					Coroner Ray S. Benton			
Туре	Setting of Rate)					# of Position		S	1
Position	Deputy Corone	er			Po	sition	#			
Pay Grade	H9	Rate or	Range	\$15.51 -	\$17.0)6				
Union	Nonunion				FLS	A Stat	us			
PT/FT Status	Part-time (max 999 hours per anniversary year) \$15.82						dule	19 hour	rs av	verage per week
Wage	\$15.82	expected	bi-w	eekly	\$7815	5.08	ехр	ected annually		
Salary	\$ bi-weekly \$								ann	nually
Funding Source						Pr	imary	Org Cod	le	
Effective Date	5/25/2024					•				
Reason		Conahy as sitions. s were no ositions w	part of convert t budgeted at a ere budgeted a	ting the De in hourly ra as per-dien	eputy (ite, bu	Corone It are no	r positi ecessa	ions from ary and w	per	
Comments		grade plus	the 2% 2023 r							tion of the starting rate tion would be part

Department	Coroner			Reques	ed B	y : C	oroner	Ray S. B	ento	n
Туре	Setting of Rate)		•		•	# of	Position	s	1
Position	Deputy Corone	er			Position #					
Pay Grade	H9	Rate or	Range	\$15.51 -	\$17.0	06				
Union	Nonunion									
PT/FT Status	Part-time (max								s av	rerage per week
Wage	\$ Per hr. \$ expected bi-weekly \$								exp	ected annually
Salary	\$			bi-weekly	,		\$		ann	ually
Funding Source						Р	rimary	Org Cod	le	
Effective Date	5/25/2024									
Reason	Deputy Corone of 999 hours p These position contingency. F	er's position er anniver es were no Positions w	ns (8 total) from sary year.	n per diem In hourly ra as per-dien	posit ite, bu	ions to ut are n shift fla	part tir	me hourly ary and w	pos	
Comments	1					•				



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18

Department	Coroner	Requeste	ed By:	: Co	roner	n				
Туре	Setting of Rate)					# of Positions			1
Position	Deputy Corone	er				Po	sition	า #		
Pay Grade	H9	Rate or	Range	\$15.51 - \$	\$17.06	5				
Union	Nonunion				FLSA	State	JS			
PT/FT Status	Part-time (max	Part-time (max 999 hours per anniversary year)				Sched	lule	19 hou	rs av	rerage per week
Wage	\$	Per hr.	\$	expected	bi-we	ekly	\$		exp	ected annually
Salary	\$			bi-weekly			\$		ann	ually
Funding Source						Pr	imary	Org Cod	de	
Effective Date	5/25/2024					•				
Reason	amount for par These position contingency. P	t-time dep s were no ositions w	outy coroners to ot budgeted at a vere budgeted a	\$80/shift a n hourly rat as per-diem	fter the e, but /per sh	eir cor are na nift fla	oversion ecessa	on from pary	er-di /ill be	paid from
Comments	necessary for FLSA compliance and operational necessity. 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.									

19.

Department	Prothonotary	Reques	equested By: Prothotary Robi			n G. F	Patton					
Туре	Re-creation					# of Positions			1			
Position	Receptionist/C	Receptionist/Clerk					n #					
Pay Grade		Rate or										
Union	UMWA-Court	UMWA-Court related FLSA S						Status				
PT/FT Status	Full-time none	xempt (ho		Sc	Schedule 35 hou			urs per week				
Wage	\$11.03	Per hr.	\$772.10	expected	bi-weekl	y \$200	74.60	expected annually				
Salary	\$			bi-weekly		\$		anı	nually			
Funding Source	General Fund	budgeted	at this rate.	•		Primary	Org Co	de				
Effective Date	5/2/2024											
Reason	Resignation of	Molly Ter	nley.									
Comments	Starting wage	for this po	sition is set in	UMWA CB	A at \$11.0	3/hour.						

Department	Highway Requested By:						Manager, Public Works-Highway Paul E. S					
Туре	Setting of Rate	Setting of Rate						# of	Positio	ns	1	
Position	Head Grounds	keeper				Р	osition	า #				
Pay Grade	H7	Rate or Range \$14.07 - \$15.48										
Union	Nonunion F					FLS	A Stat	us				
PT/FT Status	Full-Time none	ne nonexempt (hourly)						Schedule 37.5 hou			rs per week	
Wage	\$15.48	Per hr. \$1,161.00 expected bi				bi-w	-weekly \$30,186.00			exp	expected annually	
Salary	\$				bi-weekly		\$			annually		
Funding Source	General Fund	budgeted	at this ra	ate.		P	Primary Org Code					
Effective Date						•						
Reason	Moving from Groundskeeper to Head Groundskeeper.											
Comments		Eric Espenlaub has 14 years of experience, which would place him at the top of the hiring range of \$15.48. This position is full time, seasonal at 37.5 hours per week.							e hiring range of			



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21.

Department	Highway Requested By:						Manager, Public Works-Highway Paul E. Shaffer					
Туре	Setting of Rate	Setting of Rate						# of	Position	S	1	
Position	Groundskeeper					P	osition	า #				
Pay Grade	H6 Rate or Range \$13.40 - \$14.74											
Union	Nonunion F					FLS	FLSA Status					
PT/FT Status	Full-Time temporary (max 5 mos and 29 days)						Schedule 37.5 hou			ours	rs per week	
Wage	\$	Per hr.	\$		expected	bi-w	-weekly \$ ex			exp	xpected annually	
Salary	\$				bi-weekly		\$ ar				nually	
Funding Source	General Fund	budgeted	at this ra	ate.		P	rimary	Org C	ode			
Effective Date	5/18/2024	5/18/2024										
Reason	Promotion of E	Promotion of Eric Epenslaub										
Comments	Full-time, temp	orary, 880) hours p	oer yea	ar, \$13.40 -	\$14.	74 per	hour.				

Department	Social Service	S		Request	ted By	y: Di	irector	Tricia Jo	hnsc	n	
Туре	Setting of Rate)					# of Positions 1			1	
Position						P	Position #				
Pay Grade		Rate or	Range								
Union	Nonunion				FLS	A Stat	us				
PT/FT Status	Full-time exempt					Sche	dule	35 hou	ırs pe	er week	
Wage	\$	Per hr.	\$	expected bi-weel			\$		exp	ected annually	
Salary	\$700.00	\$700.00 bi-weekly					\$18,200.00 a		anr	nnually	
Funding Source		Primary Org Code									
Effective Date	3/1/2024										
Reason	the duties of the perform this wand can occur	ne Mental lork they and at any time	Health Delegat re paid \$350 pe e including ove es are reimbur	es. When er week. Wernights and sed 95% by	Union /ork is d wee	emplo perfor kends.	yees a med o	nd cont n an as	racte need	periodically assuming d private providers ed/emergency basis budgeted for the entire	
Comments	Requesting efficient is the last day					d to be	e either	2/17/20	24 01	3/2/2024, as 3/1/2024	



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23.

Department	Human Resources Req				ed By:	Human Resources Manager Melena Koeg				
Туре	Temporary Ra	te				# of Positions		1		
Position	Benefits Speci	Benefits Specialist					#			
Pay Grade		Rate or	Range							
Union	Nonunion				FLSA St	atus				
PT/FT Status					Sch	nedule				
Wage	\$	Per hr.	\$	expected bi-week			exp	ected annually		
Salary	\$	\$ bi-weekly					\$ annually			
Funding Source						Primary	Org Code			
Effective Date	4/29/2024				•					
Reason	The vacancy o Koegler's assu administrative Human Resou	f the Hum mption of duties nor rces.	the role of intermally undertak	Director po rim director en by the F	sition effe , has nece IR Manag	essitated ter and HF	the delegation R Director to	IR Manager Melena on of a portion of other members of		
Comments	Pay policy peri Bi-weekly.	mits a 5%	rate increase f	or a duration	on not to e	xceed 13	pay periods.	Rate of 5% or \$66.61		

24.

Department	Human Resources Requeste				ed By:	Human Resources Manager Melena Koe					
Туре	Temporary Ra	te					# of	Position	S	1	
Position	Payroll Admini	Payroll Administrator					sitior	n #			
Pay Grade		Rate or	Range								
Union	Nonunion				FLSA S	Statu	S				
PT/FT Status						hed	ule				
Wage	\$	Per hr.	\$	expected	ly	\$		expected annually			
Salary	\$	\$ bi-weekly					\$ aı		anr	annually	
Funding Source						Pri	mary	Org Coc	le		
Effective Date	4/29/2024										
Reason	The vacancy of Koegler's assuradministrative Human Resou	f the Hum Imption of duties nor rces.	the role of inte mally undertak	Director po rim director en by the F	sition effe r, has nec IR Manaç	essi ger a	tated and H	the deleg	gatio r to	IR Manager Melena n of a portion of other members of	
Comments	Pay policy per Bi-weekly.	mits a 5%	rate increase f	or a duratio	n not to	exce	ed 13	3 pay peri	ods.	Rate of 5% or \$49.00	

Adjournment.

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