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 35			35 hou	urs per week		
Wage	\$11.03	Per hr.	\$772.10	expected	ekly	\$20,0	74.60	exp	ected annually		
Salary	\$			bi-weekly			\$:		anr	nually	
Funding Source	Title IV – E fun	ıd – budge	ted at this rate	te. This position is			Primary Org C		de	34156	
	funded 66% by	/ state reir	nbursement.								
Effective Date	5/24/2024										
Reason	Resignation of	Sharon L	ynn Henry				•				
Comments	Starting wage	Starting 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	r: Pi	esiden	t Judge	Wad	le A. Kagarise		
Туре	Re-creation					•	# of	Position	าร	1		
Position	Supervisor - va	acant				P	osition	#				
Pay Grade	S6	Rate or	Range	\$43.273.	91 - \$	46,735	5.82					
Union	Nonunion				FLSA Status exempt							
PT/FT Status	Full-time exem	Full-time exempt Sc								er week		
Wage	\$11.03	\$11.03 Per hr. \$772.10 expected bi-weekly \$20,074.60 e							exp	expected annually		
Salary	\$			bi-weekly			\$ ai			nually		
Funding Source	Title IV – E fun funded 66% by			. This posit	ion is	Pi	rimary	Org Co	de	01202		
Effective Date	7/1/2024					•						
Reason	Resignation o	esignation of Mike Wieland										
Comments		Pay grade S6, salary range \$43,273.91 to \$59,718.00, with a hiring maximum of \$46,735.82. Opedue 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	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	Part-time (max 1,500 hours per benefit plan ye					dule	29 hou	rs av	erage per week
Wage								exp	ected annually	
Salary	\$ bi-weekly \$ and							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	osition	#		
Pay Grade	H9	Rate or	Range	\$15.51 -						
Union	Nonunion				FLSA	Stat	us			
PT/FT Status	Part-time (max	1,500 hou	urs per benefit	plan year)	an year) Schedule 29 h				rs av	verage per week
Wage	\$16.46	expected	bi-weel	kly	\$124	10.84	exp	ected annually		
Salary	\$			bi-weekly	7		\$		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.	Deputy Coroner Dellinger's existing work as has caused him to exceed the 999/anniversary year hreshold, therefore this position is requested as part-time, 1500 hours per anniversary year. His start late 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				P	osition	#		
Pay Grade	H9	Rate or	Range	\$15.51 -	\$17.0)6				
Union	Nonunion				FLS	A Stat	us			
PT/FT Status	Part-time (max	Part-time (max 1,500 hours per benefit plan year)					dule	29 hou	rs av	verage per week
Wage	\$16.46 Per hr. \$477.34 expected bi-weekly \$12410.8						10.84	exp	ected annually	
Salary	\$ bi-weekly \$								anr	nually
Funding Source						Pı	rimary	Org Co	de	
Effective Date	5/25/2024					•				<u> </u>
Reason	for Marcus Wh time hourly pos These position contingency. P	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 date of 9/27/20	entingency. Positions were budgeted as per-diem/per shift flat rate, but conversion to hourly is accessary for FLSA compliance and operational necessity. Exputy Coroner Whiteford's existing work as has caused him to exceed the 999/anniversary year reshold, therefore this position is requested as part-time, 1500 hours per anniversary year. His start to 19/27/2021 would give him a rate calculation of the starting rate of the H9 pay grade plus three 2-tercent year over year adjustments.								



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Department	Coroner						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				FLSA Status					
PT/FT Status	Part-time (max						chedule 19 hou			erage per week
Wage	\$15.51	`						1.94	exp	ected annually
Salary	\$	bi-weekly							ann	nually
Funding Source						Pi	rimary	Org Co	de	
Effective Date	3/30/2024									
Reason		own as pa sitions. s were no ositions w	rt of converting t budgeted at a ere budgeted a	the Deput in hourly ra as per-dien	y Coron ite, but a n/per shi	er po are n ft 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	Positio	ns	1
Position	Deputy Coron	er				Positio	n #		
Pay Grade	H9	Rate or	Range	\$15.51 -	\$17.06				
Union	Nonunion				FLSA S	tatus			
PT/FT Status	Part-time (max	t-time (max 999 hours per anniversary year) Sched						ırs av	verage per week
Wage	\$19.54 Per hr. \$371.26 expected bi-weekly \$9,652.76						52.76	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	ted By	/: C	oroner	Ray S. E	3ento	on
Туре	Setting of Rat	te				•	# of	Position	าร	1
Position	Deputy Coror	ner				P	osition	n #		
Pay Grade	H9	Rate or	Range	\$15.51 -	\$17.0	6				
Union	Nonunion	•			FLSA Status					
PT/FT Status	Part-time (ma	x 999 hour	sary year)		Sche	dule	19 hou	ırs av	verage per week	
Wage	\$15.51	Per hr.	expected	bi-we	ekly	\$766°	1.94	exp	ected annually	
Salary	\$		•	bi-weekly	<i>'</i>		\$		anr	nually
Funding Source				•		Pi	rimary	Org Co	de	
Effective Date	5/25/2024					•				
Reason	for Lisa Holm hourly position	berg as par ns. ns were no Positions w	rt of converting of budgeted at vere budgeted	g the Deputy an hourly ra as per-dien	y Coro ate, bu n/per s	ner po t are n shift fla	sitions ecessa	from pe	r diei vill be	•
Comments	Deputy Coror the pay grade									ne hiring minimum of

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	06				
Union	Nonunion			•	FLS	A Stat	us			
PT/FT Status	Part-time (max	999 hour	s per annivers	ary year)		Sche	dule	19 hou	rs av	verage per week
Wage	\$15.51	Per hr.							exp	pected annually
Salary								anr	nually	
Funding Source						Pi	rimary	Org Cod	de	
Effective Date	30/30/2024					,				
Reason	for Katherine L time hourly pos These position contingency. P	ytle as pa sitions. s were no ositions w	ort of converting of budgeted at a vere budgeted at a	the Deput an hourly ra as per-dien	y Cor te, bu	oner po ut are n shift fla	ecessa	from pe	er die vill be	
Comments	minimum. Her	These positions were not budgeted at an hourly rate, but are necessary and will be paid from ontingency. Positions were budgeted as per-diem/per shift flat rate, but conversion to hourly is necessary for FLSA compliance and operational necessity. Deputy Coroner Lytle began her employment on 8/14/2023 and will be set at the pay grade's hiring ninimum. Her position would be part time, 999 hours per anniversary year. Requested effective date of 3/30 to capture training hours worked but uncompensated while per-diem.								



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16.

Department	Coroner					y: Co	oroner	Ray S. B	Bento	on
Туре	Setting of Rate)					# of Positions		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	Part-time (max 999 hours per anniversary \$15.82 Per hr. \$300.58 ex					dule	19 hou	rs av	verage per week
Wage	\$15.82	expected	bi-w	eekly	\$7815	5.08	exp	ected annually		
Salary	\$		bi-weekly	'		\$		ann	nually	
Funding Source						Pr	imary	Org Cod	de	
Effective Date	5/25/2024					•				
Reason	for Ronald McC time hourly pos These position contingency. P necessary for	Conahy as sitions. s were no cositions wells were	part of conver t budgeted at a ere budgeted a pliance and op	ting the De an hourly ra as per-dien perational n	puty te, bu n/per ecess	Corone It are n shift fla sity.	r posit ecessa t rate,	ions from ary and w but conve	i per vill be ersio	n to hourly is
Comments	of the H9 pay	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 McConahy's start date of 5/30/2023 would give him a rate calculation of the starting rate of the H9 pay grade plus the 2% 2023 nonunion cost-of-living adjustment. His position would be part ime, 999 hours per anniversary year.								

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				P	ositior	า #		
Pay Grade	H9	Rate or	Range	\$15.51 -	\$17.0	06				
Union	Nonunion	1								
PT/FT Status	Part-time (max	, , , , , , , , , , , , , , , , , , , ,						19 hour	s av	rerage per week
Wage	\$ Per hr. \$ expected bi-week						\$		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	,					•				



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Department	Coroner	Requeste	d By:	Coroner Ray S. Benton					
Туре	Setting of Rate	;				# of Positions			1
Position	Deputy Corone	er				Positio	n #		
Pay Grade	H9	Rate or	Range	\$15.51 - \$	17.06				
Union	Nonunion				FLSA St	atus			
PT/FT Status	Part-time (max	999 hour	s per anniversa	ary year)	Sch	edule	19 hour	rs av	erage per week
Wage	\$	\$ Per hr. \$ expected bi-weekl						exp	ected annually
Salary	\$			bi-weekly		\$		ann	nually
Funding Source						Primary	Org Cod	de	
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, but are necessary and will be paid from contingency. Positions were budgeted as per-diem/per shift flat rate, but conversion to hourly is necessary for FLSA compliance and operational necessity.								
Comments	an on-call pay	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	Request	ed By	': Pi	rothota	atton					
Туре	Re-creation	Re-creation					# of	Positio	ns	1	
Position	Receptionist/C	lerk				P	osition	#			
Pay Grade		Rate or Range									
Union	UMWA-Court related FLSA St						us				
PT/FT Status	Full-time nonexempt (hourly)					Sche	chedule 35 hours			oer week	
Wage	\$11.03	Per hr.	\$772.10	expected	expected bi-weekly \$20074.6			74.60	exp	ected annually	
Salary	\$			bi-weekly	1		\$		anr	nually	
Funding Source	General Fund	budgeted	at this rate.			Pi	rimary	Org Co	de		
Effective Date	5/2/2024										
Reason	Resignation of	Resignation of Molly Tenley.									
Comments	Starting wage	for this po	sition is set in	UMWA CBA	A at \$1	1.03/ł	nour.				

Department	Highway	Highway Requested By:					Manager, Public Works-Highway Paul E. Sh					
Туре	Setting of Rate	Setting of Rate							Positio	ns	1	
Position	Head Grounds	Head Groundskeeper					osition	า #				
Pay Grade	H7	Rate or Range \$14.07 - \$15.48										
Union	Nonunion	Nonunion F						us				
PT/FT Status	Full-Time none	e nonexempt (hourly)					Sche	edule 37.5 hour			rs per week	
Wage	\$15.48	Per hr. \$1,161.00 expected bi				bi-w	-weekly \$30,186.00 e			exp	expected annually	
Salary	\$				bi-weekly			\$	\$ ar		nnually	
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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Department	Highway Requested By:						Manager, Public Works-Highway Paul E. Shaffer					
Туре	Setting of Rate	Setting of Rate							Position	S	1	
Position	Groundskeepe	Groundskeeper						า #				
Pay Grade	H6 Rate or Range \$13.40 - \$14.74											
Union	Nonunion	Nonunion F						us				
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	spected annually	
Salary	\$				bi-weekly		\$ ar				nually	
Funding Source	General Fund	budgeted	at this ra	ate.		P	Primary Org Code					
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	Positio	ns	1	
Position						P	ositior	n #			
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-week			\$		exp	ected annually	
Salary	\$700.00	\$700.00 bi-weekly					\$18,2	00.00	anr	annually	
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	and 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 Reques				ed By:	Human R	Resources Ma	anager Melena Koegler
Туре	Temporary Ra	te				# of I	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-weekly	y \$	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.	Pay policy permits a 5% rate increase for a duration not to exceed 13 pay periods. Rate of 5% or \$66.6						

24.

Department	Human Resources Requested				ed By:	Human Resources Manager Melena Koegle					
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	\$		exp	ected annually		
Salary	\$	\$ bi-weekly					\$ an		anr	nnually	
Funding Source		Primary Org Code									
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 permits a 5% rate increase for a duration not to exceed 13 pay periods. Rate of 5% or \$4 Bi-weekly.							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.