



BLAIR COUNTY SALARY BOARD

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

Blair County Salary Board Meeting of October 9, 2024, at 9:00 a.m. in the Commissioner’s Public Meeting Room.

Board Members in Attendance: Commissioner David Kessler, Commissioner Laura Burke, Controller A.C. Stickel, Commissioner Amy Webster,

Non-Board Members in Attendance: President Judge Wade Kagarise ¹, Jackie Bernard, Barb Bosar, Kyle Brashear, Lindsay Dempsie, Sam Dunkle, Cathy Lythgoe, Brandon Meck, Tracy Mosel-Miller, Sherry Socie, Angela Wagner,

Board Members not in Attendance:

Media in Attendance: Kay Stephens: Altoona Mirror

Quorum: Present

Call to Order: Commissioner Kessler called the meeting to order at 9:07 a.m.

Moment of Silent Reflection: Led by Commissioner Kessler.

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

Roll Call: The roll was called by Commissioner Kessler. No one additional joining over phone.

Call for Public Comment: There was none.

Approval of Minutes: A motion was made by Commissioner Kessler and seconded by Controller Stickel that the minutes from the September 25, 2024, meeting be approved. The motion was unanimously carried.

Positions:

7.

Department	Court Administration			Requested By:	President Judge Wade Kagarise	
Type	Creation				# of Positions	1
Position	Civil Case Manager				Position #	
Pay Grade	H10	Rate or Range	\$16.29 - \$17.92			
Union	Nonunion			FLSA Status	Nonexempt	
PT/FT Status	Full-time			Schedule	35 hours per week	
Wage	\$16.29	Per hr.	\$1,184.40	expected bi-weekly	\$30,794.40	expected annually
Funding Source	General Fund – exceeds budget at this rate.				Primary Org Code	
Effective Date	01/01/2025					
Reason	Proper and efficient administration of justice in Blair County					
Comments	Contingent to approval of the 2025 budget.					

An amendment to the original motion presented was made by President Judge Kagarise to create the position at an H10 rate (\$16.29-\$17.92) effective January 1, 2025 (1/1/2025) contingent on approval of the 2025 budget and seconded by Commissioner Kessler. The motion was unanimously carried.

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

11.

Department	Court Administration		Requested By:	President Judge Wade Kagarise	
Type	Rate Change			# of Positions	1
Position	Custody Manager			Position #	204801
Pay Grade	H10	Rate or Range	\$16.29 - \$17.92		
Union	Nonunion			FLSA Status	Nonexempt
PT/FT Status	Full-time		Schedule	40 hours per week	
Funding Source	General Fund – exceeds budget at this rate.			Primary Org Code	
Effective Date	10/09/2024				
Reason	Equity/Retention				
Comments					

An amendment to the original motion presented was made by President Judge Kagarise to set the schedule of the position at 40 hours per week effective October 9, 2024 (10/09/2024) and seconded by Commissioner Kessler. The motion was unanimously carried.

10.

Department	Court Administration		Requested By:	President Judge Wade Kagarise	
Type	Rate Change			# of Positions	1
Position	Criminal Case Manager			Position #	204801
Pay Grade	H10	Rate or Range	\$16.29 - \$17.92		
Union	Nonunion			FLSA Status	Nonexempt
PT/FT Status	Full-time		Schedule	35 hours per week	
Wage	\$17.59	Per hr.	\$1,231.30	expected bi-weekly	\$32,013.80
				expected annually	
Funding Source	General Fund – exceeds budget at this rate.			Primary Org Code	
Effective Date	10/12/2024				
Reason	Equity/Retention				
Comments					

An amendment to the original motion presented was made by President Judge Kagarise to set the rate of the position at H10 with adjustment for the pay scale at \$17.59 per hour effective October 12, 2024 (10/12/2024) and seconded by Commissioner Kessler. The motion was unanimously carried.

12.

Department	Court Administration		Requested By:	President Judge Wade Kagarise	
Type	Rate Change			# of Positions	5
Position	Law Clerk			Position #	
Pay Grade	S10	Rate or Range	\$50,624.35 - \$54,674.30		
Union	Nonunion			FLSA Status	Excluded
PT/FT Status	Full-time		Schedule	35 hours per week	
Salary	\$1,947.78	bi-weekly		\$50,642.35	annually
Funding Source	General Fund – will be added to the 2025 budget			Primary Org Code	
Effective Date	01/01/2025				
Reason	Equity / Retention				
Comments	Contingent on approval of the 2025 budget.				

An amendment to the original motion presented was made by President Judge Kagarise to set the rate of these positions at an S10 rate (\$50,642.35-\$54,674.30) effective January 1, 2025 (1/1/2025) contingent on approval of the 2025 budget and seconded by Commissioner Kessler. The motion was unanimously carried.

13.

Department	Court Administration		Requested By:	Judge Jackie Bernard	
Type	Rate Change			# of Positions	1
Position	Law Clerk			Position #	
Union	Nonunion			FLSA Status	Excluded
PT/FT Status	Full-time		Schedule	35 hours per week	
Salary	\$2,115.40	bi-weekly		\$55,000.00	annually
Funding Source	Other			Primary Org Code	
Effective Date	10/01/2024				
Reason	Equity / Retention				
Comments					

This item was redacted and the position was added to the rate of the other Law Clerks at this time.

8.

Department	Court Administration		Requested By:	President Judge Wade Kagarise	
Type	Creation			# of Positions	1
Position	Court Fiscal Operations Officer			Position #	
Pay Grade	S8	Rate or Range	\$46,805.06 - \$50,549.47		
Union	Nonunion		FLSA Status	Exempt	
PT/FT Status	Full-time		Schedule	35 hours per week	
Salary	\$1,800.20	bi-weekly	\$46,805.06	annually	
Funding Source	General Fund – exceeds budget at this rate.			Primary Org Code	
Effective Date	10/09/2024				
Reason	Proper and efficient administration of justice in Blair County				
Comments	Based on the submitted job description, Human Resources recommends this position be graded at the level of an S8, equivalent to other departmental-level fiscal operations staff.				

An amendment to the original motion presented was made by President Judge Kagarise to create the position at an S8 rate (\$46,905.06-\$50,549.47) effective October 9, 2024 (10/09/2025) and seconded by Commissioner Kessler. The motion was unanimously carried.

9.

Department	Court Administration		Requested By:	President Judge Wade Kagarise	
Type	Creation			# of Positions	1
Position	Court Recorder			Position #	
Pay Grade		Rate or Range			
Union	UMWA-Court related		FLSA Status	Nonexempt	
PT/FT Status	Full-time		Schedule	35 hours per week	
Wage	\$	Per hr.	\$	expected bi-weekly	\$
Salary	\$	bi-weekly	\$	annually	
Funding Source	General Fund – exceeds budget at this rate.			Primary Org Code	
Effective Date	Upon Union approval.				
Reason	Proper and efficient administration of justice in Blair County				
Comments					

A motion was presented by President Judge Kagarise to create the position subject to union discussion with rate also to be set after union discussion and seconded by Commissioner Kessler. The motion was unanimously carried.

14.

Department	District Attorney		Requested By:	District Attorney Peter J. Weeks	
Type	Set Rate			# of Positions	2
Position	Chief Detective and Detective			Position #	205201/205101
Union	Nonunion		FLSA Status	Nonexempt	
PT/FT Status	Full-time		Schedule	35 hours per week	
Funding Source	General Fund – See "Comments" section.			Primary Org Code	
Effective Date	8/23/2024				
Reason	Detective hours worked for special operations/details designated for other county law enforcement shall be paid time and a half rate and the county will be reimbursed by grants or Pennsylvania Office of Attorney General.				
Comments					

This item was moved to be tabled by Controller Stickel and seconded by Commissioner Burke for further discussion on the matter.

15. Discussion of Salary Board Agenda approval process. It was agreed that the board would meet in an administrative session to discuss the best method for presenting and approving items for the agenda.

16. Overtime Report: was provided for all board members and presented by Controller Stickel. It will be kept on file with the minutes.

17. Vacancy Report: was provided for all board members and will be kept on file with the minutes. The County is running an 18.6% vacancy which is higher than the budgeted rate.

18. Adjournment. The meeting was called to adjourn at 10:56 a.m. by Commissioner Kessler and seconded by Controller Stickel. The motion was unanimously carried

The next regular Salary Board Meeting will be October 23, 2024, at 9:00 a.m.
in the Commissioner's Public Meeting Room

Respectfully Submitted,



August C. Stickel IV
Secretary