

# **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 Kessling, Commissioner Laura Burke, Commissioner Amy Webster

**Board Members not in Attendance:** Controller

A.C. Stickel

**Quorum:** Present

Non-Board Members in Attendance: President Judge Wade Kagarise<sup>1</sup>, Coroner Ray Benton<sup>2</sup>, Prothonotary Robin Patton<sup>3</sup>, Joe Cox, Tricia Johnson, Melena Koegler, Marc Seifert, Allison Senkevich, Paul Shaffer

Media in Attendance:

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

**Moment of Silent Refection**: Led by Commissioner Kessling.

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

Roll Call: The roll was called by Commissioner Kessling.

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 Relation	ons		Presented	Ву:	Pr	esident .	Judge Wa	de A. I	Kagarise
Туре	Re-creation			-1			# of F	ositions		1
Position	Department Cler	k I			Position #					
Pay Grade		Rate or Range								
Union	UMWA-Court Re	UMWA-Court Related FLS								Nonexempt
PT/FT Status	Full-time nonexe	Full-time nonexempt						35 hou	rs per v	week
Wage	\$11.03	Per hr.	\$772.10	expected bi-	ed bi-weekly			4.60	exp	ected annually
Salary	\$		•	bi-weekly			\$		ann	nually
Funding Source	Title IV – E fund state reimburser		t this rate. This posi	tion is funded 6	66% by	Pr	imary O	rg Code	ч	34156
Effective Date	5/24/2024									
Reason	Resignation of S	Resignation of Sharon Lynn Henry								
Comments	Starting wage fo	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 Kessling to recreate the positions as stated. The motion was unanimously carried.

<sup>&</sup>lt;sup>1</sup> The Judge is a voting member for Court-related offices' items.

<sup>&</sup>lt;sup>3</sup> The Prothonotary is a voting member for related items.

<sup>&</sup>lt;sup>2</sup> The Coroner is a voting member for related items.

Department	Juvenile Probatio	n		Presented	By:	Pre	sident .	Judge Wad	Kagarise	
Туре	Re-creation						# of P	ositions		1
Position	Supervisor - vaca	nt				Pos	sition #	1		
Pay Grade	S6	Rate or R	ange	\$43.273.91	- \$46,7	35.82				
Union	Nonunion				FLSA	Status				exempt
PT/FT Status	Full-time exempt					Schedu	le	35 hours	per \	week
Wage	\$	Per hr.	\$	expected bi	-weekly	,	\$		ехр	ected annually
Salary	\$			bi-weekly			\$		ann	ually
Funding Source	Title IV – E fund - state reimbursem	•	t this rate. This pos	ition is funded	66% by	/ Pri	mary O	rg Code		01202
Effective Date	7/1/2024									
Reason	Resignation of M	Resignation of Mike Wieland								
Comments										

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

## 9.

Department	Coroner			Presented	By:	Co	oroner R	ay S. Bent	on		
Туре	Setting of Rate						# of I	Positions		1	
Position	Deputy Coroner					Po	sition #	<del>‡</del>			
Pay Grade	H9	Rate or R	ange	\$15.51 - \$ <sup>-</sup>	17.06						
Union	Nonunion				FLSA	Status					
PT/FT Status	Part-time (max 1	,500 hours pe	er benefit plan yea	r)		Sched	ule	29 hours	s aver	age per week	
Wage	\$16.46	Per hr.	\$477.34	expected b	-weekl	у	\$1241	0.84	expe	ected annually	
Salary	\$			bi-weekly			\$		annı	ually	
Funding Source						Pr	imary C	rg Code			
Effective Date	5/25/2024										
Reason	converting the D	fursuant 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. hese 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:	Co	oroner Ra	ay S. Bente	on	
Туре	Setting of Rate						# of P	ositions		1
Position	Deputy Coroner				Position #					
Pay Grade	H9	Rate or R	ange	\$15.51 - \$	17.06					
Union	Nonunion				FLSA	Status				
PT/FT Status	Part-time (max 1	,500 hours pe	er benefit plan year	)		Sched	ule	29 hours	s avera	age per week
Wage	\$16.46	Per hr.	\$477.34	expected b	expected bi-weekly \$12410.8			).84	expe	ected annually
Salary	\$			bi-weekly	bi-weekly \$				annı	ually
Funding Source				-		Pr	imary O	rg Code		
Effective Date	3/30/2024									
Reason	converting the De	ursuant to discussion at the May 8, 2024 Salary Board meeting, this is a request to set the hourly rate for Terry Dellinger as part or proverting 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

Department	Coroner			Presented	Ву:	Co	oroner Ra	ay S. Bente	on		
Туре	Setting of Rate						# of F	ositions		1	
Position	Deputy Coroner					Po	sition #				
Pay Grade	H9	Rate or Ra	ange	\$15.51 - \$ <sup>7</sup>	17.06						
Union	Nonunion				FLSA	Status					
PT/FT Status	Part-time (max 1,5	00 hours pe	r benefit plan year)	)		Sched	ule	29 hours	avera	age per week	
Wage	\$16.46	Per hr.	\$477.34	expected bi	-weekl	у	\$12410	).84	expe	ected annually	
Salary	\$			bi-weekly			\$		annı	ually	
Funding Source						Pr	imary O	rg Code			
Effective Date	5/25/2024										
Reason	part of converting	rsuant to discussion at the May 8, 2024 Salary Board meeting, this is a request to set the hourly rate for Marcus Whiteford as it of converting the Deputy Coroner positions from per diem positions to part time hourly positions. ese 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					Co	oroner Ra	ay S. Bent	on		
Туре	Setting of Rate						# of F	ositions		1	
Position	Deputy Coroner	•				Po	sition #				
Pay Grade	H9	Rate or R	ange	\$15.51 - \$	17.06						
Union	Nonunion				FLSA	Status	;				
PT/FT Status	Part-time (max s	999 hours per	anniversary year)			Sched	ule	19 hours	avera	age per week	
Wage	\$15.51	Per hr.	\$294.69	expected b	-weekly	у	\$7661.	94	expe	ected annually	
Salary	\$			bi-weekly			\$		annı	ually	
Funding Source						Pr	imary O	rg Code			
Effective Date	3/30/2024										
Reason	of converting the	irsuant to discussion at the May 8, 2024 Salary Board meeting, this is a request to set the hourly rate for Danielle Brown as part converting the Deputy Coroner positions from per diem positions to part time hourly positions.  hese 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:	Co	oroner Ra	ay S. Bent	on	
Туре	Setting of Rate						# of P	ositions		1
Position	Deputy Coroner					Po	sition #			
Pay Grade	H9	Rate or R	ange	\$15.51 - \$	17.06					
Union	Nonunion				FLSA	Status				
PT/FT Status	Part-time (max 99	99 hours per	anniversary year)			Sched	ule	19 hours	s avera	age per week
Wage	\$19.54	Per hr.	\$371.26	expected b	i-weekly	7	\$9,652.	76	expe	ected annually
Salary	\$			bi-weekly			\$ 8			ually
Funding Source						Pr	imary O	rg Code		
Effective Date	5/25/2024									
Reason	converting the De	risuant 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 nverting the Deputy Coroner positions from per diem positions to part time hourly positions. ese 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

Department	Coroner			Presented By:	Co	oroner Ra	ay S. Bente	on		
Туре	Setting of Rate					# of F	ositions		1	
Position	Deputy Corone	r			Po	sition #				
Pay Grade	H9	Rate or R	ange	\$15.51 - \$17.06						
Union	Nonunion			FLSA	A Status					
PT/FT Status	Part-time (max	999 hours per	anniversary year)	·	Sched	ule	19 hours	aver	age per week	
Wage	\$15.51	Per hr.	\$294.69	expected bi-week	y	\$7661.	94	expe	ected annually	
Salary	\$			bi-weekly		\$		ann	ually	
Funding Source					Pr	imary O	rg Code			
Effective Date	5/25/2024									
Reason	converting the [	ursuant 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 onverting the Deputy Coroner positions from per diem positions to part time hourly positions. hese 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:	Co	oroner R	ay S. Bent	on	
Туре	Setting of Rat	е					# of F	Positions		1
Position	Deputy Coron	er			Po	sition #	ŧ			
Pay Grade	H9	Rate or R	ange	\$15.51 - \$1	7.06					
Union	Nonunion				FLSA	Status				
PT/FT Status	Part-time (ma	x 999 hours per	anniversary year)			Sched	ule	19 hours	aver	age per week
Wage	\$15.51	Per hr.	expected bi-weekly			\$7661.94			ected annually	
Salary	\$			bi-weekly			\$		ann	ually
Funding Source						Pr	imary O	rg Code		
Effective Date	30/30/2024									
Reason	of converting	converting the Deputy Coroner positions from per diem positions to part time hourly positions.  ese 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:	Co	oroner R	ay S. Bento	n		
Туре	Setting of Rate					# of F	Positions		1	
Position	Deputy Corone	r			Po	sition #	ŧ			
Pay Grade	H9	Rate or R	ange	\$15.51 - \$17.06						
Union	Nonunion			FLS	A Status					
PT/FT Status	Part-time (max	999 hours per	anniversary yea	r)	Sched	ule	19 hours	avera	age per week	
Wage	\$15.82	Per hr.	\$300.58	expected bi-week	ly	\$7815.	.08	expe	ected annually	
Salary	\$			bi-weekly		\$		annı	ually	
Funding Source					Pr	imary C	rg Code			
Effective Date	5/25/2024									
Reason	part of converti	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

Department	Coroner			Presented	By:	C	oroner Ra	ay S. Bento	n	
Туре	Setting of Rate						# of F	ositions		8
Position	Deputy Coroner					P	osition #			
Pay Grade	H9	H9 Rate or Range \$15.51 - \$17.06								
Union	Nonunion	Nonunion FLSA Stat								
PT/FT Status	Part-time (max 99	9 hours per	anniversary year)			Sched	ule	19 hours	avera	age per week
Wage	\$	Per hr.	\$	expected bi	-weekl	у	\$		ехре	ected annually
Salary	\$			bi-weekly			\$			ually
Funding Source						Pi	rimary O	rg Code		
Effective Date	5/25/2024									
Reason	(8 total) from per of	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	These positions w	These positions were not studyed at an nouny rate, and will be paid norm containing ensy.								

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	· · · · · · · · · · · · · · · · · · ·						ay S. Bento	n	
Туре	Setting of Rate	!					# of P	ositions		1
Position	Deputy Corone	r				Po	sition #			
Pay Grade	H9	H9 <b>Rate or Range</b> \$15.51 - \$17.06								
Union	Nonunion	Nonunion FLSA								
PT/FT Status	Part-time (max	Part-time (max 999 hours per anniversary year)							avera	age per week
Wage	\$	Per hr.	\$	expected b	-weekly	У	\$		ехре	ected annually
Salary	\$			bi-weekly			\$		annı	ually
Funding Source						Pr	imary O	rg Code		
Effective Date	5/25/2024									
Reason	coroners to \$8	O/shift after the	r conversion from	per-diem posit	ions.				all pay	amount for part-time deputy
Comments	Positions were with the hourly	These positions were not budgeted at an hourly rate, and will be paid from contingency.  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	Prothonotary !				Presented By: Prothotary Robin G. F				)	
Туре	Re-creation	Re-creation Re-creation					# of F	ositions		1	
Position	Receptionist/C	Receptionist/Clerk					sition #				
Pay Grade		Rate or Range									
Union	UMWA-Court	UMWA-Court related FLSA St									
PT/FT Status	Full-time none	ne nonexempt (hourly)					edule 35 hours pe		rs per v	er week	
Wage	\$11.03	Per hr.	\$772.10	expected bi	expected bi-weekly			\$20074.60		expected annually	
Salary	\$			bi-weekly	bi-weekly		\$		annually		
Funding Source	General Fund	budgeted at thi	s rate.			Pr	Primary Org Code				
Effective Date	5/2/2024							_			
Reason	Resignation of	f Molly Tenley.									
Comments	Starting wage	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.

Department	Highway			Pres	ented By:	ı	Manager, Public Works-Highwa				Paul E. Shaffer
Туре	Setting of Rate							# of F	ositions	;	1
Position	Head Groundskeeper					Po	sition	#			
Pay Grade	H7	Rate or F	Range	\$14.07 - \$15.48							
Union	Nonunion	Nonunion FLSA Status									
PT/FT Status	Full-Time nor	Full-Time nonexempt (hourly) Schedule 37.5 hours p.							ours pe	er week	
Wage	\$15.48	Per hr.	\$1,161.0	00	expected bi	-weekl	weekly \$30,18			exp	ected annually
Salary	\$				bi-weekly		\$			ann	ually
Funding Source	General Fund	d budgeted at thi	s rate.		•	Pi	imary C	Org Code	9		
Effective Date		-						_			•
Reason	Moving from	Moving from Groundskeeper to Head Groundskeeper.									
Comments											

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

## 21.

Department	Highway			sented By:		Manager, Public Works-Highway Paul E. Shaffer					
Туре	Setting of Rate						# of	Positions	1		
Position	Groundskeeper					osition	<del>#</del>				
Pay Grade	H6	H6 Rate or Range \$13.40 - \$14.74									
Union	Nonunion	FLSA	A Status	;							
PT/FT Status	Full-Time ter	Full-Time temporary (max 5 mos and 29 days)				Schedule 37.5 hours			s per week	per week	
Wage	\$	Per hr. \$	expected bi-v			ekly \$			expected annually		
Salary	\$			bi-weekly		\$			annually		
Funding Source	General Fun	nd budgeted at this rate.			P	rimary C	rg Co	de			
Effective Date	5/18/2024				•						
Reason	Promotion o	Promotion of Eric Epenslaub									
Comments											

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

## 22.

Department	Social Services	Presented	By:	Di	Director Tricia Johnson								
Туре	Setting of Rate						# of	Positions		1			
Position							sition	#					
Pay Grade		Rate or Range											
Union	Nonunion	Nonunion						FLSA Status					
PT/FT Status	Full-time exemp	Full-time exempt Sc						lule 35 hours per week					
Wage	\$	Per hr.	\$	expected b	expected bi-weekly			\$ exp		xpected annually			
Salary	\$	1	1	bi-weekly			\$ ar		ann	innually			
Funding Source				-		Pr	imary (	Org Code					
Effective Date	3/1/2024												
Reason	Health Delegate is performed or	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											
Comments	3												

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

Department	Human Resou	Presented	Presented By:			Human Resources Manager Melena Koegler			
Туре	Temporary Rate					# of Positions			1
Position	Benefits Speci	Benefits Specialist					sition #	ŧ	
Pay Grade	•	Rate or R	ange						
Union	Nonunion	Nonunion FLSA St							
PT/FT Status						Schedu	le		
Wage	\$	Per hr.	\$	expected bi	expected bi-weekly		\$ exp		pected annually
Salary	\$ b			bi-weekly		\$ anı		nually	
Funding Source						Pri	mary O	rg Code	
Effective Date	4/29/2024								
Reason	The vacancy o	of the Human Redirector, has ne		osition effecti <sup>o</sup>	rtion of				na Koegler's assumption of the undertaken by the HR
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 Resource	Presented	Ву:	H	Human Resources Manag			er Melena Koegler			
Туре	Temporary Rate				# of P	ositions		1			
Position	Payroll Administra	Payroll Administrator				Po	sition #				
Pay Grade	_	Rate or R	ange								
Union	Nonunion	Nonunion FLSA Status									
PT/FT Status				Schedule							
Wage	\$	Per hr.	\$	expected bi-weekly		y	\$		expected annually		
Salary	\$	\$			bi-weekly			\$ a		nnually	
Funding Source						Pı	imary O	rg Code			
Effective Date	4/29/2024										
Reason	The vacancy of the role of interim direction	ne Human Ro ector, has ne		oosition effective egation of a port	tion of					Koegler's assumption of the ndertaken by the HR	
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 Kessling 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,

light States

August C. Stickel IV Secretary