



AGENDA

1. **CALL MEETING TO ORDER** (This meeting may be recorded.)
2. **ROLL CALL** – John W. Strate, Anthony G. Shea, Jr., Patrick Fabian, Tammie Gaff
3. **PLEDGE OF ALLEGIANCE**

4. **WELCOME VISITORS**

VISITORS ARE WELCOME TO COMMENT ON ANY AGENDA ITEMS AT THIS TIME UNDER THE DIRECTION OF THE CHAIRMAN. INDIVIDUALS WILL BE ALLOWED TO SPEAK UP TO FIVE (5) MINUTES AND GROUPS UP TO FIFTEEN (15) MINUTES TO SPEAK. COMPLETED WRITTEN FORMS WILL BE COLLECTED AS REQUIRED BY COUNTY POLICY.

5. **APPROVAL OF MINUTES** – Salary Board Meeting held on October 17, 2024.
6. **APPROVAL OF ELECTION NIGHT WORKER SCHEDULE** for Tuesday, November 5, 2023.
See attached.
7. **APPROVAL OF 2025 COUNTY OF ARMSTRONG PAY SCHEDULE**
8. **APPROVAL OF 2025 COUNTY OF ARMSTRONG HOLIDAY SCHEDULE – CORRECTIONS OFFICERS AND LIEUTENANTS**
9. **APPROVAL OF 2025 COUNTY OF ARMSTRONG HOLIDAY SCHEDULE – ALL OTHER GROUPS**
10. **APPROVAL OF 2025 COUNTY OF ARMSTRONG TAX COLLECTORS' PAY SCHEDULE**
11. **PROBATION – Regina Himes / President Judge James Panchik**
 - a. **14595** Action on the recommendation to recreate a full-time Adult Probation Officer position at \$18.00 per hour effective November 7, 2024, per the ACAPE Collective Bargaining Agreement. (Voluntary resignation on PAF 14594)

NOTE: During any properly scheduled public/open meeting, the Board may discuss, make motions, vote to approve or disapprove, vote to table, adopt, reject, reaffirm, rescind, rearrange the order of the agenda items, or take no action on any agenda item or matter.

12. BELMONT – Gary Montebell

- a. **14590** Action on the recommendation to recreate a temporary/seasonal casual part-time Program Coordinator/Belmont Worker position at Non-Supervisory Pay Grade 2 (\$8.01 to \$10.46 per hour) effective November 7, 2024. (End of assignment on PAF 14589)
- b. **14590** Action on the recommendation to approve the reassignment of Leslie Craig from temporary/seasonal casual part-time Head Lifeguard at \$13.00 per hour to temporary/seasonal casual part-time Program Coordinator/Belmont Worker position at \$10.00 per hour effective November 7, 2024.
- c. **14603** Action on the recommendation to approve a temporary salary adjustment of \$2.00 per hour from \$17.12 per hour to \$19.12 per hour for full-time Office Manager/Supervisor Darla Toy effective November 7, 2024, due to additional duties due to the medical leave of absence of the Belmont Complex Director beginning on October 21, 2024. Ms. Toy will assume the duties and responsibilities as the Acting Director until the Director has returned to work. Salary adjustment will be effective October 21, 2024.

13. JAIL - Warden Hicks

- a. **14585** Action on the recommendation to recreate a part-time LPN position at \$17.95 per hour effective November 7, 2024, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 14584)
- b. **14587** Action on the recommendation to create a full-time Work Release Coordinator/ Intermittent Supervisor position at \$19.00 per hour effective November 7, 2024, per the recommendation of Prison Board. This position is due to the expansion of the Work Release Program.
- c. **14599** Action on the recommendation to recreate a full-time Corrections Counselor position at Supervisory Pay Grade 16 (\$41,600.00 to \$55,329.60 per annum) effective November 7, 2024. (Voluntary resignation on PAF 14598)
- d. **14600** Action on the recommendation to create a casual part-time Corrections Counselor position at Supervisory Pay Grade 16 (\$20.00 to \$26.12 per hour) effective November 7, 2024.
- e. **14601** Action on the recommendation to approve the reassignment of Lisa Harvan from full-time Corrections Counselor at \$20.60 per hour to casual part-time Corrections Counselor at \$20.60 per hour (current rate) effective November 7, 2024. (Created on PAF 14600) Position start date will be November 19, 2024.

14. PUBLIC DEFENDER – Elizabeth Christopher

- a. **14591** Action on the recommendation to recreate a full-time Assistant Public Defender position at \$58, 500.00 per annum effective November 7, 2024, due to position not being filled within a year and aging out of the system. Additional Assistant Public Defender requested to remain effective pursuant to Federal and Pennsylvania Constitutions, as well as the Public Defender Act.

The next Salary Board Meeting is scheduled for November 21, 2024.

- b. **14592** Action on the recommendation to create a full-time First Assistant Public Defender position at \$65,000.00 per annum effective November 7, 2024. Position salary will be paid 100% by grant funding. Should grant funding no longer be available, this position will be abolished. First Assistant Public Defender requested to remain effective pursuant to Federal and Pennsylvania Constitutions, as well as the Public Defender Act.

15. OTHER BUSINESS

16. SALARY BOARD – CONCERNS OR COMMENTS

17. PUBLIC COMMENT

VISITORS ARE WELCOME TO COMMENT ON ANY AGENDA OR NON-AGENDA ITEMS AT THIS TIME UNDER THE DIRECTION OF THE CHAIRMAN. INDIVIDUALS WILL BE ALLOWED TO SPEAK UP TO FIVE (5) MINUTES AND GROUPS UP TO FIFTEEN (15) MINUTES TO SPEAK. COMPLETED WRITTEN FORMS WILL BE COLLECTED AS REQUIRED BY COUNTY POLICY.

18. ADJOURNMENT

The next Salary Board Meeting is scheduled for November 21, 2024.

ELECTION NIGHT WORKER SCHEDULE

November 5, 2024 – General Election

STATION #1

Jennifer Bowser*
Shannon Webb*
Tara Jageman*
Kathy Bartuccio*
Shawna Cigola*
Kathy Rashlich
Roger McMillen

STATION #3

Tammy Slease*
Deb Whiteman*
James Webb+

PAPERWORK PROCESSING BETWEEN STATION #1 & STATION #3

Lod Moore*

VEHICLE PROCESSING

Youth (5)*
Gabriel Jageman*
Chad Hirst*
Garrett Brumbaugh*
Kaydin Baum*

RUNNER/POSTING

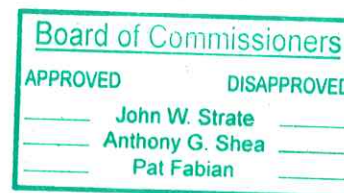
Audrey Campbell*
Karen Kintz*

WEB SITE/PROJECTOR

Jason McClafferty*
Mike Ceschini*
Kevin Orosz*
Nick Deyarmin*

Security

Jamie Baum
Terry Bish
Taylor Eberle
Frank Pitzer
Mark Brice
Jonathon Bielek
Keith Lazonon
Brian Dunning
Dakota Mohnney
Jessica Walter



NOTES:

* Per Diem Rate @ \$50.00 (less deductions)
+Regular Shift for that day

ALL WORKERS SIGN TIMESHEET, AND REPORT TO WORKSTATION BY 8:15 PM

As of 4/17/2027

2025 PAY SCHEDULE

PAY #	FROM	TO	PAYDATE	TIMESHEET SCHEDULE 1	TIMESHEET SCHEDULE 2
1	12/15/2024	12/28/2024	1/3/2025	12/26/2024	12/27/2024
2	12/29/2024	1/11/2025	1/17/2025	1/10/2025	1/13/2025
3	1/12/2025	1/25/2025	1/31/2025	1/24/2025	1/27/2025
4	1/26/2025	2/8/2025	2/14/2025	2/7/2025	2/10/2025
5	2/9/2025	2/22/2025	2/28/2025	2/21/2025	2/24/2025
6	2/23/2025	3/8/2025	3/14/2025	3/7/2025	3/10/2025
7	3/9/2025	3/22/2025	3/28/2025	3/21/2025	3/24/2025
8	3/23/2025	4/5/2025	4/11/2025	4/4/2025	4/7/2025
9	4/6/2025	4/19/2025	4/25/2025	4/17/2025	4/21/2025
10	4/20/2025	5/3/2025	5/9/2025	5/2/2025	5/5/2025
11	5/4/2025	5/17/2025	5/23/2025	5/16/2025	5/19/2025
12	5/18/2025	5/31/2025	6/6/2025	5/30/2025	6/2/2025
13	6/1/2025	6/14/2025	6/20/2025	6/12/2025	6/16/2025
14	6/15/2025	6/28/2025	7/3/2025	6/26/2025	6/27/2025
15	6/29/2025	7/12/2025	7/18/2025	7/11/2025	7/14/2025
16	7/13/2025	7/26/2025	8/1/2025	7/25/2025	7/28/2025
17	7/27/2025	8/9/2025	8/15/2025	8/8/2025	8/11/2025
18	8/10/2025	8/23/2025	8/29/2025	8/22/2025	8/25/2025
19	8/24/2025	9/6/2025	9/12/2025	9/5/2025	9/5/2025
20	9/7/2025	9/20/2025	9/26/2025	9/19/2025	9/22/2025
21	9/21/2025	10/4/2025	10/10/2025	10/3/2025	10/6/2025
22	10/5/2025	10/18/2025	10/24/2025	10/17/2025	10/20/2025
23	10/19/2025	11/1/2025	11/7/2025	10/31/2025	11/3/2025
24	11/2/2025	11/15/2025	11/21/2025	11/14/2025	11/17/2025
25	11/16/2025	11/29/2025	12/5/2025	11/26/2025	12/1/2025
26	11/30/2025	12/13/2025	12/19/2025	12/12/2025	12/15/2025

BOARD APPROVAL

Approve		Disapprove
_____	J. Strate	_____
_____	A. Shea	_____
_____	P. Fabian	_____
_____	T. Gaff	_____
_____		_____

COUNTY OF ARMSTRONG

Corrections Officers
Lieutenants

2025 HOLIDAY SCHEDULE

New Year's Day	Monday, January 1, 2025
Martin Luther King Day	Monday, January 20, 2025
All President's Day	Monday, February 17, 2025
Easter Sunday	Sunday, April 20, 2025
Memorial Day	Monday, May 26, 2025
Flag Day	Saturday, June 14, 2025
Independence Day	Friday, July 4, 2025
Labor Day	Monday, September 1, 2025
Columbus Day	Monday, October 13, 2025
Veterans Day	Tuesday, November 11, 2025
Thanksgiving Day	Thursday, November 27, 2025
Day after Thanksgiving	Friday, November 28, 2025
Christmas Eve	Wednesday, December 24, 2025
Christmas Day	Thursday, December 25, 2025

BOARD APPROVAL	
Approve	Disapprove
☐ J. Strate	☐
☐ A. Shea	☐
☐ P. Fabian	☐
☐ T. Gaff	☐
☐	☐

COUNTY OF ARMSTRONG
2025 HOLIDAY SCHEDULE

County Group CYF Group
 Probation Group Detective Group
 Residual Group

New Year's Day	Monday, January 1, 2025
Martin Luther King Day	Monday, January 20, 2025
All President's Day	Monday, February 17, 2025
Good Friday	Friday, April 18, 2025
Memorial Day	Monday, May 26, 2025
Flag Day	Friday, June 13, 2025
Independence Day	Friday, July 4, 2025
Labor Day	Monday, September 1, 2025
Columbus Day	Monday, October 13, 2025
Veterans Day	Tuesday, November 11, 2025
Thanksgiving Day	Thursday, November 27, 2025
Day after Thanksgiving	Friday, November 28, 2025
Christmas Holiday	Wednesday, December 24, 2025
Christmas Holiday	Thursday, December 25, 2025

BOARD APPROVAL	
Approve	Disapprove
_____ J. Strate	_____
_____ A. Shea	_____
_____ P. Fabian	_____
_____ T. Gaff	_____
_____	_____

FROM: Payroll Department
RE: Tax Collectors' 2025 Pay Schedule

Please see the following pay schedule for the tax collectors for 2025.

March 28, 2025
April 25, 2025
May 23, 2025
June 20, 2025
July 3, 2025 Tax Collectors Annual Fee
July 18, 2025
August 15, 2025
September 26, 2025
October 24, 2025

