

**MINUTES OF THE SALARY BOARD MEETING HELD ON  
Thursday, October 16, 2025**



The Armstrong County Salary Board Meeting was called to order by Commissioner John W. Strate at 10:00 a.m. in the Commissioners' Conference Room.

Roll Call:

Commissioner Strate Present  
Commissioner Shea Present  
Commissioner Fabian Present  
Controller Gaff Present

Also present: Chief Clerk Karen Notto, Human Resource Manager Audrey Campbell, President Judge James Panchik, Director Domestic Relations Denise Brumbaugh, Tax Revenue Director Richard Farah, Jail Warden Jessica Hicks, 911 Coordinator Chad Gradwell, Solicitor Timothy Miller, Dennis Phillips – Leader Times.

The Board recited the PLEDGE OF ALLEGIANCE to the Flag

**AGENDA AMENDMENTS**

No Agenda Amendments needed

**EXECUTIVE SESSION**

No Executive Session needed

There were no comments from visitors in attendance on agenda items.

It was moved by Mr. Shea, and seconded by Ms. Gaff, to approve the minutes from the Salary Board Meeting held on September 18, 2025. Motion carried unanimously.

**ELECTION NIGHT WORKER SCHEDULE**

It was moved by Mr. Shea, and seconded by Ms. Gaff, to approve the Election Night Worker Schedule for Tuesday, November 4, 2025. See attached. Motion carried unanimously.

**2026 COUNTY OF ARMSTRONG PAY SCHEDULE**

It was moved by Mr. Shea, and seconded by Ms. Gaff, to approve the 2026 County of Armstrong Pay Schedule. Motion carried unanimously.

**2026 COUNTY OF ARMSTRONG HOLIDAY SCHEDULE – CORRECTIONS OFFICERS AND LIEUTENANTS**

It was moved by Mr. Shea, and seconded by Ms. Gaff, to approve the 2026 County of Armstrong Holiday Schedule – Corrections. Motion carried unanimously.

## **2026 COUNTY OF ARMSTRONG HOLIDAY SCHEDULE – ALL OTHERS**

It was moved by Mr. Shea, and seconded by Ms. Gaff, to approve the 2026 County of Armstrong Holiday Schedule – All Others. Motion carried unanimously.

## **2026 COUNTY OF ARMSTRONG TAX COLLECTORS' PAY SCHEDULE**

It was moved by Mr. Shea, and seconded by Ms. Gaff, to approve the 2026 County of Armstrong Tax Collectors' Pay Schedule. Motion carried unanimously.

## **DOMESTIC RELATIONS**

**PAF 14960** was moved by Judge Panchik, and seconded by Mr. Shea, to acknowledge the appointment of Kate A. Beranty to a full-time Administrative Assistant II position at \$15.43 per hour effective October 16, 2025, pending successful completion of pre-employment screenings. The cost of this position is reimbursed 66% by the Incentive Funds received in Domestic Relations from the Bureau of Child Support. (Created on PAF 14889) Position start date will be November 3, 2025. Motion carried unanimously.

## **E-911**

**PAF 14954** was moved by Mr. Shea, and seconded by Mr. Fabian, to recreate a full-time Dispatcher position at \$23.00 per hour effective October 16, 2025. (Voluntary resignation on PAF 14815) Motion carried unanimously.

**PAF 14955** was moved by Mr. Shea, and seconded by Ms. Gaff, to approve the reassignment of Joshua James from casual part-time Dispatcher Trainee at \$20.00 per hour to full-time 911 Dispatcher at \$23.00 per hour effective October 16, 2025, due to successful completion of the training on September 12, 2025. (Created on PAF 14954) Reassignment will be effective September 13, 2025. Motion carried unanimously.

## **JAIL – Warden Hicks**

**PAF 14972** was moved by Mr. Shea, and seconded by Ms. Gaff, to recreate a full-time Corrections Officer position at \$18.00 per hour effective October 16, 2025, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 14971) Motion carried unanimously.

**PAF 14978** was moved by Mr. Shea, and seconded by Ms. Gaff, to recreate a full-time Corrections Officer position at \$18.00 per hour effective October 16, 2025, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 14977) Motion carried unanimously.

## **OTHER BUSINESS**

*NONE*

## **SALARY BOARD COMMENTS**

*NONE*

## **COMMENTS FROM VISITORS**

*NONE*

## **AGENDA AMENDMENTS**

*No Agenda Amendments needed*

## **EXECUTIVE SESSION**

*No Executive Session needed*

**ADJOURNMENT**

There being no further business, it was moved by Mr. Fabian, and seconded by Ms. Gaff, that the meeting be adjourned. Motion carried unanimously. Commissioner Strate declared the meeting adjourned at 10:07 a.m.

---

Tammie Gaff  
Armstrong County Controller

Attest: \_\_\_\_\_  
Karen Notto, Chief Clerk  
Armstrong County Board of Commissioners