

**MINUTES OF THE SALARY BOARD MEETING HELD ON
Thursday, November 20, 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, Children, Youth, and Family Services Administrator Paula McClure, Public Works Director Roger McMillen, Prothonotary Annette Bowser, Chief Deputy Sheriff Terry Bish, Sheriff Frank Pitzer, Jail Warden Jessica Hicks, Tax Revenue Director Rich Farah, Regina Liermann – Resident.

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 October 16, 2025. Motion carried unanimously.

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

PROTHONOTARY / CLERK OF COURTS – Annette Bowser

PAF 14985 was moved by Ms. Bowser and seconded by Mr. Shea, to create a full-time Clerk of Courts Legal Secretary III position at \$15.00 per hour effective November 20, 2025. (Voluntary resignation on PAF 14973) Motion carried unanimously.

CHILDREN, YOUTH AND FAMILIES – Paula McClure

PAF 14930 was moved by Mr. Fabian and seconded by Ms. Gaff, to approve Standby/On Call pay for Caseworker Supervisors effective November 20, 2025. The rates will be \$49/evenings (M-Th), \$63/Fridays, and \$84/weekends and evenings. Start date will be retro to July 1, 2025. Motion passed 3 to 1. Mr. Shea abstained.

PAF 14964 was moved by Mr. Fabian and seconded by Ms. Gaff to recreate a full-time Fiscal Officer II position at Supervisory Pay Grade 12 (\$32,097.00 to \$41,886.00 per annum) effective November 20, 2025. (Voluntary resignation on PAF 14963) Motion passed 3 to 1. Mr. Shea abstained.

JAIL – Warden Hicks

PAF 14999 was moved by Mr. Fabian and seconded by Mr. Shea, to recreate a full-time Corrections Officer position at \$18.00 per hour effective November 20, 2025, per the Teamsters' Collective Bargaining Agreement. (Reassignment on PAF 14998) Motion carried

PAF 15001 was moved by Mr. Fabian and seconded by Mr. Shea, to recreate a full-time Corrections Officer position at \$18.00 per hour effective November 20, 2025, per the Teamsters' Collective Bargaining Agreement. (Reassignment on PAF 15000) Motion carried unanimously.

PAF 15011 was moved by Mr. Shea and seconded by Mr. Fabian, to recreate a full-time Corrections Officer position at \$18.00 per hour effective November 20, 2025, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 15010) Motion carried unanimously.

PAF 15014 was moved by Mr. Shea and seconded by Mr. Fabian, to recreate a full-time Corrections Officer position at \$18.00 per hour effective November 20, 2025, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 15013) Motion carried unanimously.

PUBLIC WORKS – Roger McMillen

PAF 14988 was moved by Mr. Shea and seconded by Ms. Gaff, to recreate a full-time Maintenance Worker III/ Mechanic II position at Non-Supervisory Pay Grade 12 (\$13.06 to \$17.04 per hour) effective November 20, 2025, per the Teamsters' Collective Bargaining Agreement. (Termination on PAF 14987) Motion carried unanimously.

PUBLIC SAFETY – Board of Commissioners

PAF 14981 was moved by Mr. Fabian and seconded by Mr. Shea, to recreate a full-time Public Safety Director position at Supervisory Pay Grade 17 (\$40,950.00 to \$53,430.00 per annum) effective November 20, 2025. (Voluntary resignation/retirement on PAF 14980) Motion carried unanimously.

TAX REVENUE – Richard Farah

PAF 14992 was moved by Mr. Shea and seconded by Mr. Gaff, to recreate a full-time Assessor position at \$19.00 per hour effective November 20, 2025, per the SEIU Collective Bargaining Agreement. (Termination on PAF 14991) Motion carried unanimously.

OTHER BUSINESS

Sheriff Frank Pitzer spoke on the need to have a second female deputy on staff and asked the Salary Board to amend the Agenda and asked the Commissioners to consider filling the deputy position he requested.

SALARY BOARD COMMENTS

NONE

COMMENTS FROM VISITORS

NONE

AGENDA AMENDMENTS

Mr. Shea made a motion, and seconded by Sheriff Pitzer to amend the Agenda to add PAF 15004 to recreate a Full Time Deputy position. Motion carried unanimously.

PAF 15004 was moved by Sheriff Pitzer seconded by Mr. Shea, to recreate a full-time Deputy Sheriff position at \$18.00/hour effective November 20, 2025 (End of assignment on PAF 15003) Motion carried unanimously.

EXECUTIVE SESSION

Mr. Fabian motioned and seconded by Mr. Shea to go into Executive Session at 10:15 a.m. to discuss personnel matters.

Mr. Shea motioned and seconded by Ms. Gaff to end Executive Session at 10:35 a.m.

No action taken

ADJOURNMENT

There being no further business, it was moved by Mr. Shea and seconded by Mr. Fabian, that the meeting be adjourned. Motion carried unanimously. Commissioner Strate declared the meeting adjourned at 10:41 a.m.

Tammie Gaff
Armstrong County Controller

Attest: _____

Karen Notto, Chief Clerk
Armstrong County Board of Commissioners