


Reviewed by: 
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COMMISSIONER BOARD MINUTES
January 10, 2023

Those present at the public meeting of the Venango County Commissioners held in Room 100 of the Courthouse Annex:

Commissioner Samuel Breene	Justin Wolfe, Human Resources
Commissioner Michael Dulaney	Amie Wood – Wessell, Human Services
Commissioner Chip Abramovic	Luke Kauffman – Two Mile Run Park
Sabrina Backer, Chief Clerk	Jackson Fish – Explore Venango
Melanie Bailey, Admin Asst.	Kara O’Neil – The Derrick
Rich Winkler, Solicitor	Wayne L. Edmondson – Citizen
Jeannie Ritchey, Acting Treasurer	Pastor Jon Bell, Franklin Wesleyan Methodist Church
Diona Brick, Fiscal	

Election Board meeting was convened and adjourned prior to the start of the Retirement Board meeting. The Retirement Board meeting was convened and adjourned prior to the start of the Salary Board meeting. The Salary Board meeting was convened and adjourned prior to the start of the Commissioner Board meeting.

CALL TO ORDER:

Commissioner Breene called the meeting to order at 4:36pm

APPROVAL/AMENDMENT OF COMMISSIONER BOARD AGENDA:

- Commissioner Abramovic made a motion to approve the agenda for January 10, 2023, seconded by Commissioner Dulaney, aye all.
- Sabrina Backer, Chief Clerk made a motion to amend the agenda and add the Approval of Daniel Koehler to the Venango County Emergency Management Coordinator. This approval will be added to line 8a under Community Services Administration.

APPROVAL OF MINUTES FROM THE DECEMBER 13, 2022 MEETING:

- Commissioner Dulaney made a motion to approve the minutes from the December 13, 2022 meeting, seconded by Commissioner Abramovic, aye all.

PUBLIC COMMENT ON COMMISSIONER BOARD AGENDA:

NONE

COURT ADMINISTRATION:

The following item was presented for approval by Sabrina Backer:

Ratification of Contracts with Retained Attorney's for CYS and other services

- Elissa M. Stuttler, Esquire
 - Virginia G. Sharp, Esquire
 - Edward J. McIntyre, Esquire
 - Jeri Bolton, Esquire
 - Neil Rothschild, Esquire
- Commissioner Dulaney made a motion to approve the above, seconded by Commissioner Abramovic, aye all.

ROW OFFICES:

No business to be conducted

PRISON:

No business to be conducted

COMMUNITY SERVICES ADMINISTRATION:

The following item was presented for approval by Sabrina Backer on behalf of Mark Seigworth:

Approval of Daniel Koehler to the Venango County Emergency Management Coordinator

- Commissioner Dulaney made a motion to approve the above, seconded by Commissioner Abramovic, aye all.

HUMAN SERVICES:

The following items were presented for approval by Amie Wood-Wessell:

2022-2023 CONTRACT

Synopsis: No new Contracts

Other ITEMS:

Item 1: Approval of CYFS Resource Family Agreements

(CYS)

Request Commissioners approval to enter one Resource Family Agreement for the Foster/Kinship Care Program.

Item 2: Approval to add Addendum to Contract

(MHDS)

Requests Commissioners approval to amend a contract with Southwest Behavioral Health Management. Amendment provides reinvestment dollars to aid a provider in developing enhancements for mental health clients at Sugar Valley Lodge.

Item 3: Approval to add Amendment to Contract

(MHDS)

Requests Commissioners approval to amend a contract with Southwest Behavioral Health Management to increase the amount of administrative dollars received for the 2022 year.

Item 4: Approval for New Contract

(MHDS)

Requests Commissioners approval to enter into a new contract with Northwest Behavioral Health Partnership for the period of October 01, 2022 through December 31, 2022. The contract is in place for consultation and training for personal care.

- Commissioner Abramovic made a motion to approve the above, seconded by Commissioner Dulaney, aye all.

FINANCE ADMINISTRATION:

The following warrants were submitted for approval by Diona Brick:

121622	\$399,274.77	Non-Human Service Warrant
HS121622	\$257,161.41	Human Service Warrant
SP121322	\$3,955.95	Non-Human Service Warrant
122222	\$714,998.44	Non-Human Service Warrant
HS122222	\$376,762.05	Human Service Warrant
123022	\$251,324.72	Non-Human Service Warrant
HS123022	\$269,268.95	Human Service Warrant
010623	\$138,544.49	Non-Human Service Warrant
HS010623	\$96,975.88	Human Service Warrant
	Total \$2,508,266.66	

- Commissioner Dulaney made a motion to approve the above, seconded by Commissioner Abramovic, aye all.

Fiscal Agent for NWP AERG (Northwest PA Emergency Response Group)

No business to be presented

Fiscal Agent for NWWDB (Northwest Workforce Development Board)

No business to be presented

HUMAN RESOURCES:

The following Human Resources items were presented for approval by Justin Wolfe:

PERSONNEL ACTIONS AS A RESULT OF EXISTING VACANCIES

REHIRE								
#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Tammi Ruditis	520 CYS	Department Clerk III – Floater	FT	80	SEIU	8	12/05/2022

PROMOTION								
#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Debra Barker	From: 509 HS Fiscal	Budget Analyst II	FT	80	NEHR	10	
		To: 509 HS Fiscal	Director of Human Services Fiscal	FT	80	EXEMPT	3	12/26/2022

SEPARATION OF EMPLOYMENT								
#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Kaneshia Everhart	305 Prison	Corrections Officer	PFT	80	AFSCME	11	09/01/2022
2	Robin Hanahan	930 PIC	Crisis Investigation Specialist	FT	80	HSNEHR	3	11/28/2022
3	David Ferricks	570 CSS/Housing	Housing Inspector/Maint Tech	PFT	80	SEIU	12	12/09/2022

PERSONNEL ACTIONS AS A RESULT OF NEWLY CREATED POSITIONS

NEW HIRE								
#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Daniel Koehler	320 EMA	Deputy Director of EMA	FT	80	EXEMPT	1	01/09/2023

CHANGE IN STATUS								
#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Sara Huey	From: MH/DS	Service Coord. I - EI	FT	80	HSNEHR	1	
		To: MHDS	Service Coord. I – EI	PT/Temp	20	HSNEHR	1	12/31/2022

- Commissioner Abramovic made a motion to approve the above, seconded by Commissioner Dulaney, aye all.

Approval of the Collective Agreement between the County of Venango and SEIU

- Commissioner Dulaney made a motion to approve the above, seconded by Commissioner Abramovic, aye all.

PLANNING COMMISSION:

The following items were presented by Sabrina Backer on behalf of Hilary Buchanan:

Approval of the Appointment of John McClelland to the Venango County Planning Commission.

- Commissioner Abramovic made a motion to approve the above, seconded by Commissioner Dulaney, aye all.

TWO MILE RUN COUNTY PARK:

Update on Park activities presented Luke Kauffman:

- There is no ice on the lake so no ice fishing, but feel free to bring your boats out to fish.
- The Justus Jaunt (Polar Plunge) will be held February 4. Registration is at 12:30pm and the Plunge will be at 1pm
- The Night Jeep Run will be February 4. Registration is at 4pm and the run will begin at 6pm

COUNTY ADMINISTRATION:

The following items were presented by Sabrina Backer, Chief Clerk:

Approval of the re-appointment of Rod Griffin for a 1 year term to the Venango County Economic Development Authority.

- Commissioner Dulaney made a motion to approve the above, seconded by Commissioner Abramovic, aye all.

Approval of the appointment of Commissioner Mike Dulaney and Commissioner Albert "Chip" Abramovic for a 4 year term to the Venango County Economic Development Authority.

- Commissioner Dulaney made a motion to approve the above, seconded by Commissioner Abramovic, aye all.

OTHER BUSINESS:

No business to be conducted

PUBLIC COMMENT:

No business to be conducted

ADJOURNMENT:

The meeting adjourned at 4:45pm upon a motion by Commissioner Abramovic, and seconded by Commissioner Dulaney, aye all.

NEXT MEETING DATE: The next public meeting will be held on February 7, 2023 at 4:30 p.m. in Room 100 of the Courthouse Annex to conduct County Business.

Respectfully submitted,


Melanie A Bailey, Administrative Assistant

Commissioners' Board
January 10, 2023