

Reviewed by: SB  
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**SALARY BOARD MINUTES  
FEBRUARY 11, 2020**

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

Commissioner Samuel Breene	Tim Dunkle, Public Safety
Commissioner Michael Dulaney	Bill Buchna, Airport
Commissioner Albert Abramovic	Kelly McKenzie, Venango County Prison
Sabrina Backer, Chief Clerk	David Corle, Venango County Prison
Jamie Kirkwood, Administrative Assistant	Chris Rossetti, Explore Venango
Richard Winkler, Solicitor	Kara O'Neil, The Derrick
Diona Brick, Fiscal	Kevin Ross
Justin Wolfe, Human Resources	Barb Ross
Kim Woods, Human Services	RAACA (Riders Advocating Against Child Abuse)
Luke Kauffman, Two Mile Run County Park	
Jason Ruggiero, Planning	
Pastor Doug Strawn, Canal Wesleyan Methodist Church, Utica, PA	

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 Salary Board meeting to order at 4:34 p.m.

**APPROVAL OF THE MINUTES FROM THE JANUARY 14, 2020 MEETING:**

Commissioner Abramovic made a motion to approve the minutes from the January 14, 2020 meeting, seconded by Commissioner Dulaney, aye all.

**PUBLIC COMMENT:**

There was no public comment offered on the agenda as presented.

**SALARY BOARD ITEMS FOR CONSIDERATION:**

Mr. Wolfe presented the Salary Board agenda for approval:

**DEPARTMENT #225 DJ 3-1**

**CREATE**

Legal Secretary II

Temporary Full-Time

Non-Exempt Hourly Pay Grade 3

Effective: 01/27/20 through 01/31/20

Note: Position will be used to allow training alongside current Legal Secretary II.

**DEPARTMENT #305 JAIL**

**CREATE**

Deputy Warden  
Full-Time  
Non-Exempt Hourly Pay Grade 8  
Effective: 02/09/20

**CREATE**

Corrections Officer (2 Positions)  
Full-Time  
AFSCME Pay Grade 11  
Effective: 02/01/20

**ABOLISH**

Correctional Lieutenant (2 positions)  
Full-Time  
Non-Exempt Hourly Pay Grade 6  
Effective: 02/08/20

**DEPARTMENT #530 PIC**

**CREATE**

Senior Service Coordinator Supervisor  
Full-Time  
Non-Exempt Hourly Pay Grade 10  
Effective: 02/05/20

**ABOLISH**

Service Coordination Supervisor  
Full-Time  
Non-Exempt Hourly Pay Grade 9  
Effective: 02/05/20

**DEPARTMENT #590 HOUSING**

**CREATE**

Chore/Maintenance Worker III  
Full-Time  
SEIU Pay Grade 10  
Effective: 01/27/20

**ABOLISH**

Chore/Weatherization Worker III  
Full-Time  
SEIU Pay Grade 10  
Effective: 01/27/20

Commissioner Abramovic made a motion to approve the above Salary Board Agenda items, seconded by Commissioner Dulaney, aye all.

**OTHER BUSINESS:**

There was no other business to be conducted.


**PUBLIC COMMENT:**

There was no public comment offered.

**ADJOURNMENT:**

The meeting was adjourned at 4:36 p.m. upon a motion by Commissioner Abramovic and a second by Commissioner Dulaney.

Respectfully submitted,

  
Jamie L. Kirkwood  
Administrative Assistant