

Reviewed by: TJB
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**COMMISSIONER BOARD MINUTES
AUGUST 13, 2019**

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

Commissioner Timothy Brooks	Jason Ruggiero, Planning
Commissioner Vincent Witherup	Amie Wood-Wessell, Human Services
Commissioner Albert Abramovic	Rich Ruditis, Airport
Sabrina Backer, Chief Clerk	Tim Dunkle, Public Safety
Jamie Kirkwood, Administrative Assistant	Robert Daugherty, Court Supervision
Richard Winkler, Solicitor	Diona Brick, Fiscal
Deborah Sharpe, Treasurer	Dwayne Lehman, Census
Luke Kauffman, Two Mile Run County Park	Sean Ray, Titusville Herald
Justin Wolfe, Human Resources	Bonnie Summers
Pastor Darrell Greenawalt, Christ United Methodist Church, Franklin	
Ginny Kellogg, Venango/Forest County Animal Response Team	
Bev Hart, Venango/Forest County Animal Response Team	
Lorri Warner, Venango/Forest County Animal Response Team	
Emily Lewis, Venango County Economic Development Authority	

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 Brooks called the meeting to order at 6:02 p.m.

APPROVE / AMEND COMMISSIONER BOARD AGENDA:

Amie Wood-Wessell, Human Services, added the following to the agenda:

Approval of ratification to the Human Services Block Grant for 2019-2020.

- Commissioner Abramovic made a motion to approve the agenda, with the above amendments, seconded by Commissioner Witherup, aye all.

APPROVAL OF MINUTES FROM THE JULY 9, 2019 MEETING:

- Commissioner Witherup made a motion to approve the minutes from the July 9, 2019 meeting, seconded by Commissioner Abramovic, aye all.

PUBLIC COMMENT ON COMMISSIONER BOARD AGENDA:

There was no public comment offered on the Commissioner Board agenda.

COURT ADMINISTRATION:

There was no business to be conducted.

ASSESSMENT OFFICE:

The following item was presented for approval by Ms. Brick, Fiscal:

Approval of Commonwealth of PA Multi-Party Geospatial Data-Sharing Agreement.

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

COURT SUPERVISION SERVICES:

The following item was presented for approval by Mr. Daugherty:

Approval of Juvenile Probation Services Grant Agreement.

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

ROW OFFICES:

There was no business to be conducted.

PRISON:

There was no business to be conducted.

COMMUNITY SERVICES ADMINISTRATION:

The following items were submitted for approval by Mr. Dunkle, Public Safety:

Approval of new contract for Verizon Emergency Subscriber List Information License Agreement CBSCNE Case No. 2016-881647 for 911/EMA.

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

Approval of renewal of existing contract with Advanced Disposal for 911/EMA.

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

Approval of renewal of existing contract with Biddle Consulting Group, Inc. (CritiCall) for 911/EMA.

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

The following item was submitted by Mr. Ruditis, Airport:

Ratification of existing contract (Lease Agreement) with Primo GRC Inc./Primo Barone's Restaurant/Giuseppe Barone.

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

HUMAN SERVICES:

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

2019-2020 CONTRACTS

Item 1: The CARE Center, Inc. (MH/DS)

Synopsis: Request Commissioner approval to enter into a contract with The CARE Center, Inc. for the period of July 1, 2019 through June 30, 2020. The provider will provide LTSR services for individuals authorized by the County. Reimbursement to the Provider will be \$57.22 per day when no other third party reimbursement is available.

Item 2: The Pointe (MH/DS)

Synopsis: Request Commissioner approval to enter into a contract with The Pointe for the period of July 1, 2019 through June 30, 2020. The provider is to operate a Drop In Center, Warm Line, and Center Town Café for individuals with a mental illness at their location in Oil City to a maximum of \$131,568. Also to develop and operate a warming center which will be available from 9 pm until 9 am on nights that the temperature, (including the wind chill) fall below 20 degrees fahrenheit, to a maximum of \$11,650. The County also agrees to advance the Provider a maximum of \$10,000 to assist with cash flow.

Item 3: Vallonia Industries, Inc. (ID)

Synopsis: Request Commissioner approval to enter into a contract with Vallonia Industries, Inc. for the period of July 1, 2019 through June 30, 2020. Provider to perform the following services for individuals authorized by the County. ID rates are set by the PA Department of Human Services, Offices of Developmental Programs. Please see attached list for the programs and rates.

Item 4: Therapy House LLC (EI)

Synopsis: Request Commissioner approval to enter into a contract with Therapy House LLC for the period of July 1, 2019 through June 30, 2020. Provider to accept referrals for Occupational Therapy for individuals referred from the Venango County Intervention Program for EI clients at the rate of \$32.71 per 15 minute unit. The rates are set by the PA Office of Child Development and Early Learning.

Item 5: Sojourner House, Inc.

(SA)

Synopsis: Request Commissioner approval to enter into a contract with Sojourner House, Inc. for the period of July 1, 2019 through June 30, 2020. Provider to provide Non-hospital long term residential treatment at the rate of \$358.00 per day.

Item 6: Firetree, Ltd.

(SA)

Synopsis: Request Commissioner approval to enter into a contract with Firetree, Ltd. for the period of July 1, 2019 through June 30, 2020. The provider will provide Non-hospital inpatient detoxification at the rate of \$302.00 per day, Non-hospital short term residential treatment at the rate of \$175.00 per day, and Non-hospital long term residential treatment at the rate of \$175.00 per day.

Item 7: Ellen O'Brien Gaiser Addiction Center, Inc.

(SA)

Synopsis: Request Commissioner approval to enter into a contract with Ellen O'Brien Gaiser Addiction Center, Inc. for the period of July 1, 2019 through June 30, 2020. Provider will provide Non-hospital short term residential treatment at the rate of \$213.00 per day and Non-hospital long term residential treatment at the rate of \$213.00 per day.

Item 8: Gaudenzia Erie, Inc.

(SA)

Synopsis: Request Commissioner approval to enter into a contract with Gaudenzia Erie, Inc. for the period of July 1, 2019 through June 30, 2020. Provider to perform the following services: 1) at Crossroads Hall-Non-hospital inpatient detoxification at the rate of \$350.00 per day, Non-hospital short term residential treatment at the rate of \$202.00 per day, Non-hospital short term residential treatment co-occurring at the rate of \$319.00 per day, Non-hospital long term residential treatment at the rate of \$147.00 per day, and Non-hospital long term co-occurring residential treatment at the rate of \$202.00 per day 2) At Community House-halfway house at the rate of \$156.00 per day 3) At Dr. Daniel Snow – halfway house at the rate of \$112.00 per day, and 4) House of Healing – Non-hospital long term residential treatment at the rate of \$269.00 per day.

Item 9: Davis Archway Centers for Addiction Treatment d/b/a Davis Archway House

(SA)

Synopsis: Request Commissioner approval to enter into a contract with Davis Archway Centers for Addiction Treatment d/b/a Davis Archway House for the period of July 1, 2019 through June 30, 2020. Provider to provide a halfway house for males only at the rate of \$122.00 per day.

Item 10: Sugar Valley Lodge

(SA)

Synopsis: Request Commissioner approval to enter into a contract with Sugar Valley Lodge for the period of July 1, 2019 through June 30, 2020. Provider to provide emergency housing at the rate of \$48.00 per day.

Item 11: Family Service & Children's Aid Society (SA)

Synopsis: Request Commissioner approval to enter into a contract with Family Service & Children's Aid Society for the period of July 1, 2019 through June 30, 2020. The provider will provide the following services: 1) Outpatient services at the rate of \$20 per 15 minute unit, 2) Intensive outpatient services at the rate of \$8.30 per 15 minute unit, 3) Recovery support services at the rate of \$19.50 per 15 minute unit, 4) Emergency housing at the rate of \$50 per day, 5) Relapse prevention therapy at the rate of \$118.97 per .75 session and \$68.32 for a 2 hour group session, and 6) Jail group at the rate of \$70 per session.

Item 12: BPC Management Group, LLC d/b/a Turning Point Chemical Dependency Treatment Center (SA)

Synopsis: Request Commissioner approval to enter into a contract with Turning Point Chemical Dependency Treatment Center for the period of July 1, 2019 through June 30, 2020. The provider will provide the following services: 1) Outpatient services at the rate of \$20 per 15 minute unit, 2) Intensive outpatient at the rate of \$8.30 per 15 minute unit, 3) Recovery support services at the rate of \$19.50 per 15 minute unit, 4) Non-hospital inpatient detoxification at the rate of \$257 per day, 5) Non-hospital short term residential treatment at Freedom Center at the rate of \$181.00 per day, 6) Non-hospital long term residential treatment at Freedom Center at the rate of \$167 per day, 7) Non-hospital short term residential treatment at the rate of \$206 per day at the Rte 322 facility and 8) Long term residential treatment at the Rte 322 facility at the rate of \$160 per day.

Item 13: Oil Region Recovery (SA)

Synopsis: Request Commissioner approval to enter into a contract with Oil Region Recovery for the period of July 1, 2019 through June 30, 2020. Provider will provide Non-hospital short term residential treatment services at the rate of \$234 per day.

Item 14: Greenfield Counseling (SA)

Synopsis: Request Commissioner approval to enter into a contract with Greenfield Counseling for the period of July 1, 2019 through June 30, 2020. Provider will provide Outpatient Maintenance treatment at the rate of \$94.63 per week.

Item 15: Alpine Springs Rehabilitation and Recovery Center, LLC (SA)

Synopsis: Request Commissioner approval to enter into a contract with Alpine Springs Rehabilitation and Recovery Center, LLC for the period of July 1, 2019 through June 30, 2020. Provider is to provide Non-hospital inpatient detoxification services at the rate of \$312.00 per day and Non-hospital short term residential treatment services at the rate of \$212.00 per day.

Item 16: Pyramid Healthcare, Inc. (SA)

Synopsis: Request Commissioner approval to enter into a contract with Pyramid Healthcare, Inc. for the period of July 1, 2019 through June 30, 2020. Provider is to provide the services and rates as listed on the attached sheet.

Item 17: Sage Action Consulting (SA)

Synopsis: Request Commissioner approval to enter into a contract with Sage Action Counseling for the period of July 1, 2019 through June 30, 2020. The provider is to provide the following services: Phase E – Assessing Community Resources in the amount of \$4,300 and Phase F – Prevention Planning in the amount of \$3,440.

Item 18: Wilson, Thompson, Cisek (CYS)

Synopsis: Request Commissioner approval to enter into a contract with Wilson, Thompson, Cisek for the period of July 1, 2019 through June 30, 2020. The provider is to provide legal representation of Venango County CYs for court proceedings involving children open in the CYs system.

Item 19: Youth Alternatives, Inc. (CYS)

Synopsis: Request Commissioner approval to enter into a contract with Youth Alternatives, Inc. for the period of July 1, 2019 through June 30, 2020. The provider is to provide the following services: 1) After school programs in the amount of \$92,567, 2) Alternatives for Youth in the amount of \$2,123, 3) H.E.L.P. Help Eradicate Lice Program in the amount of \$2,517, and 4) Children's Camping Program in the amount of \$15,443.

Item 20: Pressley Ridge (CYS)

Synopsis: Request Commissioner approval to enter into a contract with Pressley Ridge for the period of July 1, 2019 through June 30, 2020. The provider is to provide Foster Care services to the County as needed at the rates of \$94.50 or \$80.08.

Item 21: Grace Learning Center, Inc. (CYS)

Synopsis: Request Commissioner approval to enter into a contract with Grace Learning Center, Inc. for the period of July 1, 2019 through June 30, 2020. The provider is to provide after- school program for elementary school students at the rate of \$6.10 per child per hour (TANF reimbursable and NON TANF).

Item 22: Family Care for Children and Youth (CYS)

Synopsis: Request Commissioner approval to enter into a contract with Family Care for Children and Youth for the period of July 1, 2019 through June 30, 2020. Provider will provide Foster Care services in the rate range of \$36.36 to \$107.56 per day as authorized by the County.

Item 23: Child Development Centers, Inc. (CYS)

Synopsis: Request Commissioner approval to enter into a contract with Child Development Centers, Inc. for the period of July 1, 2019 through June 30, 2020. Provider to provide TANF reimbursable services to the County with the Outer Limits After School Program at the rate of \$536.67 per child for 145 children.

Item 24: Keystone Adolescent Center (CYS)

Synopsis: Request Commissioner approval to enter into a contract with Keystone Adolescent Center for the period of July 1, 2019 through June 30, 2020. Provider to provide group home care to the County in the range of \$143.25 to \$182.66 as approved by the County and to provide foster care at a rate of \$75.43 per day.

AMENDMENTS/ADDENDUMS FY 2019-2020

Item 1: Crawford Area Transportation Authority (MATP)

Request Commissioner approval to amend the FY 2019-2020 contract with Crawford Area Transportation Authority for the period of July 1, 2019 through June 30, 2020. Amend the contract to increase the MATP reimbursement rate to \$54.25 per one way trip starting July 1, 2019.

OTHER ITEMS:

Item 1: Approval of CYFS Resource Family Agreements (CYS)

Request Commissioner approval to enter into six Resource Family Agreements for the Foster/Kinship Care Program.

Item 2: Ratification of contract addendum with Active Aging, Inc. (OAS)

Request Commissioners to ratify addendum to the FY 2019-2020 contract with Active Aging, Inc. This addendum is to have Active Aging, Inc. oversee protective service cases as authorized by the County at the rate of \$60 per hour.

- Commissioner Abramovic made the motion to approve the above Human Services items, seconded by Commissioner Witherup, aye all.

Ratification of existing contract with Active Aging, Inc.

- Commissioner Abramovic made the motion to approve the above item, seconded by Commissioner Witherup, aye all.

Ratification of The Pennsylvania Children and Youth Association (PCYA) Agreement.

- Commissioner Abramovic made the motion to approve the above item, seconded by Commissioner Witherup, aye all.

Ratification of Human Services Block Grant 2019-2020.

- Commissioner Abramovic made the motion to approve the above item, seconded by Commissioner Witherup, aye all.

FINANCE ADMINISTRATION:

The following warrants were submitted for approval by Ms. Brick:

071219	263,796.41	Non-Human Service Warrant	
HS071119	109,716.50	Human Service Warrant	
HS071219	152,314.68	Human Service Warrant	
071919	312,373.56	Non-Human Service Warrant	
HS071919	387,375.61	Human Service Warrant	
072619	1,550,959.24	Non-Human Service Warrant	
HS072619	143,961.05	Human Service Warrant	
080219	463,855.30	Non-Human Service Warrant	
HS080219	249,849.88	Human Service Warrant	
SP072919	1,187,583.54	Non-Human Service Warrant	
080919	211,289.40	Non-Human Service Warrant	
HS080819	115,718.60	Human Service Warrant	
HS080919	113,619.51	Human Service Warrant	
	Total	5,262,413.28	

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

Fiscal Agent for NWPAERT (Northwest PA Emergency Response Group)

Approval of GY 2019 Grant

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

Fiscal Agent for NWWDB (Northwest Workforce Development Board)

Approval of Contract with the United Way for Career Counselor

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

HUMAN RESOURCES:

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

PERSONNEL TRANSACTIONS AS A RESULT OF EXISTING VACANCIES:

PROBATIONARY NEW HIRE – In Department #305 (Prison) of **Torin Lehmier**, Corrections Officer, AFSCME Position, Full-Time, 80 hours/pay, AFSCME Pay Grade 11, **effective 08/02/19**; **Special Conditions:** Filling existing vacancy; action ratified at the August Prison Board meeting; of **Morgan Kemp**, Corrections Officer, AFSCME Position, Full-Time, 80 hours/pay, AFSCME Pay Grade 11, **effective 07/08/19**; **Special Conditions:** Filling existing vacancy; action ratified at the August Prison Board meeting; of **Cody Sines**, Corrections Officer, AFSCME Position, Full-Time, 80 hours/pay, AFSCME Pay Grade 11, **effective 07/29/19**; **Special Conditions:** Filling existing vacancy; action ratified at the August Prison Board meeting. In Department #520 (Children & Youth) of **Matthew Guerin**, Service Coordinator I, Full-Time, 80 hours/pay, Non-Exempt Hourly Pay Grade 5, **effective 07/29/19**; **Special Conditions:** Filling existing vacancy; receives \$750.00 sign-on bonus at time of employment and \$750.00 bonus after completion of 1 year in this position with satisfactory performance.

PROMOTION – In Department #160 (Maintenance) of **Henry Gent** from Maintenance Worker II, SEIU Position, Full-Time, 80 hours/pay, SEIU Pay Grade 8 to Maintenance Worker III, SEIU Position, Full-Time, 80 hours/pay, SEIU Pay Grade 10, **effective 07/15/19**; **Special Conditions:** Filling existing vacancy.

PROMOTION / TRANSFER – In Department #305 (Prison) of **Devon Irwin** from Corrections Officer, Probationary Full-Time, 80 hours/pay, AFSCME Pay Grade 11 to Department #270 (Sheriff's Office), Deputy Sheriff, Probationary Full-Time, 80 hours/pay, Non-Exempt Hourly Pay Grade 6, **effective 07/29/19**; **Special Conditions:** Filling existing vacancy. In Department #535 (Substance Abuse) of **Cathy Lackatos** from D&A Case Management Specialist II, Full-Time, 80 hours/pay, Non-Exempt Hourly Pay Grade 6 to Department #530 (PIC Unit), Service Coordination Supervisor, Full-Time, 80 hours/pay, Non-Exempt Hourly Pay Grade 9, **effective 08/05/19**; **Special Conditions:** Filling existing vacancy.

PROMOTION / CHANGE IN EMPLOYMENT STATUS – In Department #520 (Children & Youth) of **Kelly Richard** from Service Coordinator Intern, Temporary Full-Time, 80 hours/pay, Non-Exempt Hourly Pay Grade 1 to Service Coordinator I, Probationary Full-Time, 80 hours/pay, Non-Exempt Hourly Pay Grade 5, **effective 09/03/19**; **Special Conditions:** Filling existing vacancy; Service Coordinator I position available for up to 1 year as part of the Recruitment and Retention program.

PROMOTION / CHANGE IN EMPLOYMENT STATUS / TRANSFER / INCREASE IN HOURS – In Department #540 (MH/DS) of **Dalton Shuler** from Service Coordinator Intern, Temporary Full-Time, 72 hours/pay, Non-Exempt Hourly Pay Grade 1 to Department #520 (Children & Youth), Service Coordinator I, Probationary Full-Time, 80 hours/pay, Non-Exempt Hourly Pay Grade 5, **effective 08/19/19**; **Special Conditions:** Filling existing vacancy; Service Coordinator I position available for up to 1 year as part of the Recruitment and Retention program.

VOLUNTARY DEMOTION / TRANSFER – In Department #305 (Prison) of **Eric Caffrey** from Correctional Lieutenant, Full-Time, 80 hours/pay, Non-Exempt Hourly Pay Grade 6 to Department #160 (Maintenance), Maintenance Worker II, SEIU Position, Full-Time, 80 hours/pay, SEIU Pay Grade 8, **effective 08/12/19**; **Special Conditions:** Filling existing vacancy; action ratified at the August Prison Board meeting.

LATERAL TRANSFER – In Department #520 (Children & Youth) of **Nicole Pearson** from Service Coordinator II, Full-Time, 80 hours/pay, Non-Exempt Hourly Pay Grade 6 to Department #535 (Substance Abuse), Service Coordinator II, Full-Time, 80 hours/pay, Non-Exempt Hourly Pay Grade 6, **effective 08/12/19**; **Special Conditions:** Filling existing vacancy.

RETURN FROM LEAVE / TRANSFER / RATE ADJUSTMENT – In Department #520 (Children & Youth) of **Gregory Nageotte** from Service Coordinator III, Full-Time, 80 hours/pay, Non-Exempt Hourly Pay Grade 7 (\$16.3862/hr.) to Department #530 (PIC Unit), Service Coordinator III, Full-Time, 80 hours/pay, Non-Exempt Hourly Pay Grade 7 (\$17.9455/hr.), **effective 08/07/19**; **Special Conditions:** Rate adjustment includes 2018 and 2019 annual increases provided upon return from CWEL.

OUT OF CLASS COMPENSATION – In Department #325 (911 Center) of **Terry Wygant**, Telecommunicator I, Full-Time, 80 hours/pay from Non-Exempt Hourly Pay Grade 3 (\$11.9634/hr.) to Non-Exempt Hourly Pay Grade 3 (\$12.5240/hr.), **effective 07/28/19**; **Special Conditions:** Out of class assignment to last through 09/07/19 while performing the duties of Telecommunicator II.

EXTENSION OF TEMPORARY ASSIGNMENT – In Department #605 (Park) of **Nathaniel Graham**, Maintenance Worker Intern, Temporary Full-Time, 80 hours/pay, Non-Exempt Hourly Pay Grade 1, **effective 08/17/19**; **Special Conditions:** Temporary assignment extended through 09/21/19 to finish seasonal assignment; of **Taylor Vroman**, Department Clerk Intern, Temporary Full-Time, 80 hours/pay, Non-Exempt Hourly Pay grade 1, **effective 08/17/19**; **Special Conditions:** Temporary assignment extended through 09/21/19 to finish seasonal assignment.

END OF PROBATION – In Department #305 (Prison) of **Henry Forti**, Corrections Officer, AFSCME Position, **effective 05/08/19**; **Special Conditions:** Action ratified at the August Prison Board meeting; of **Brian Ives**, Corrections Officer, AFSCME Position, **effective 06/10/19**; **Special Conditions:** Action ratified at the August Prison Board meeting. In Department #520 (Children & Youth) of **Megan McConnell**, Service Coordinator II, **effective 07/22/19**. In Department #530 (PIC Unit) of **Nicole Snyder**, Service Coordinator III, **effective 07/14/19**. In Department #531 (Human Services Clerical) of **Lorie O'Neil**, Department Clerk III, SEIU Position, **effective 07/19/19**. In Department #540 (MH/DS) of **Rebekah Stoltz**, Service Coordinator II, **effective 07/22/19**.

SEPARATION OF EMPLOYMENT – RETIREMENT – In Department #305 (Prison) of **Stephen Strickenbarger**, Corrections Officer, AFSCME Position, **effective 08/08/19**; **Special Conditions:** Action to be ratified at the September Prison Board meeting.

SEPARATION OF EMPLOYMENT – In Department #125 (Public Defender) of **Robert Hartley**, Assistant Public Defender, **effective 08/02/19**. In Department #305 (Prison) of **Brittany O'Brien**, Corrections Officer, AFSCME Position, **effective 07/05/19**; **Special Conditions:** Action ratified at the August Prison Board meeting; of **Jennifer Phillips**, Corrections Officer, AFSCME Position, **effective 08/24/19**; **Special Conditions:** Action to be ratified at the September Prison Board meeting. In Department #509 (Human Services Fiscal) of **Laurie Greenlee**, Fiscal Technician, SEIU Position, **effective 08/16/19**; of **Katie Schwab**, Fiscal Operations Officer I, **effective 07/03/19**. In Department #530 (PIC Unit) of **Gregory Dill**, Service Coordinator III, **effective 07/19/19**; of **Brittany Donato**, Service Coordinator II, **effective 07/12/19**.

PERSONNEL TRANSACTIONS AS A RESULT OF NEWLY CREATED POSITIONS:

PROBATIONARY NEW HIRE – In Department #510 (Older Adult Services) of **Cynthia Strickland**, Volunteer Program/APPRISE Coordinator, Full-Time, 80 hours/pay, Non-Exempt Hourly Pay Grade 6, **effective 08/12/19**; **Special Conditions:** Filling newly created position ratified at the August Salary Board meeting.

PROMOTION – In Department #160 (Maintenance) of **Daniel Hartle** from Maintenance Worker III, SEIU Position, Full-Time, 80 hours/pay, SEIU Pay Grade 10 to Property Management Director, Exempt Full-Time, 80 hours/pay, Exempt Pay Grade 2, **effective 07/29/19**; **Special Conditions:** Filling position created at the August Salary Board meeting; position to last through 09/04/19 for the purposes of training alongside the current Property Management Director. Upon the separation of the current Director, Daniel will fill the existing vacancy, effective 09/05/19.

LATERAL TRANSFER – In Department #540 (MH/DS) of **Todd Gruber** from Service Coordination Supervisor, Exempt Full-Time, 80 hours/pay, Exempt Pay Grade 1 to Department #535 (Substance Abuse), Service Coordination Supervisor, Exempt Full-Time, 80 hours/pay, Exempt Pay Grade 1, **effective 07/21/19**; **Special Conditions:** Filling newly created position ratified at the August Salary Board meeting.

CORRECTIONS TO 07/09/19 COMMISSIONER BOARD AGENDA

PROMOTION – In Department #535 (Substance Abuse) of **Abigail Simcheck** from Service Coordinator II, Full-Time, 80 hours/pay, Non-Exempt Hourly Pay Grade 6 to Senior Program Specialist, Full-Time, 80 hours/pay, Exempt Pay Grade 2, **effective 07/15/19**; **Special Conditions:** Filling newly created position ratified at the July Salary Board meeting.

Note: Action should reflect the employee going “to” Non-Exempt Hourly Pay Grade 9 instead of Exempt Pay Grade 2.

VOLUNTARY DEMOTION / TRANSFER – In Department #530 (PIC Unit) of **Michelle Sanchez** from Service Coordinator III, Full-Time, 80 hours/pay, Non-Exempt Hourly Pay Grade 7 to Department #535 (Substance Abuse), Drug & Alcohol Case Management Specialist II, Full-Time, 80 hours/pay, Non-Exempt Hourly Pay Grade 6, **effective 08/05/19**; **Special Conditions:** Filling newly created position ratified at the May Salary Board meeting.

Note: Effective date has changed to 08/12/19 by request of the affected Department Managers.

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

Human Resources Items for Informational Purposes for Approval – Attachment F.

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

Approval of Agreement with PA CareerLink/ResCare.

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

Approval of Revision of Policy #04-05, Motor Vehicle Policy.

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

Approval of Renewal of Lincoln Financial Group Life Insurance coverage.

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

PLANNING COMMISSION:

The following items were submitted for approval by Mr. Ruggiero:

Approval of Ratification of Acquisition and Offer with Mary J. and David J. Sarver.

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

Approval of Ratification of contract with Amos Rudolph Architecture, LLC.

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

Approval of Appointment of Anita Fuchs to the Venango County Regional Planning Commission Board.

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

Approval of Review Fee Reimbursement Agreement with McAninch Realty.

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

Commissioner Brooks said they would like to thank the City of Franklin and Sandycreek Township for working with the Commissioners with the LPDM Grant. They appreciate the work they have done to help get this completed.

Commissioner Brooks also would like to thank Anita Fuchs for stepping forward to serve on the Planning Commission Board.

Emily Lewis of the Venango County Economic Development Authority announced that the Entrepreneurship Academy will hold a ribbon cutting ceremony tomorrow, August 14th, at Clarion University Venango Campus at 11:00 AM. This is the launch of the Entrepreneurship Academy. Emily also thanked the County Commissioners and the County as a whole for support of the program as the Authority prepares to launch the program.

TWO MILE RUN COUNTY PARK:

Update on Park activities by Mr. Kauffman:

The annual mountain bike race was last weekend. There were 56 entries and that is right on par for what they usually have.

Crosby Beach will be closed from August 26th – August 30th and will reopen on August 31st and September 1st.

Commissioner Witherup thanked Mr. Kauffman and Two Mile Run County Park for hosting the International Bow Hunter's Shoot that was held on July 12, 13 and 14, 2019, and said they did a great job. The three day event was estimated somewhere around \$400,000 worth of economic impact on the county.

COUNTY ADMINISTRATION:

The following item was presented by Ms. Backer:

Approval of Resolution 2019-18 2020 Census.

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

The following item was presented by Mr. Dunkle:

Ratification of Declaration of Disaster Emergency and Addendum to Declaration of Disaster Emergency.

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

The following items were submitted by Ms. Backer:

Ratification of Tri-County Industries Agreement.

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

Ratification of New Contract with Johnson Controls Fire.

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

Ratification of amendment to contract with Salvation Army.

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

Intergovernmental Agreement for Jury List.

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

Approval of Veteran Affairs of Venango County Proposal for the Small Business Entrepreneur Program with Svetz Consulting Services, LLC.

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

OTHER BUSINESS:

None

PUBLIC COMMENT:

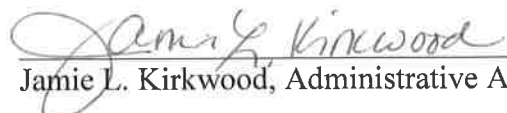
Dwayne Lehman spoke about the 2020 Census. The mission of the census is to count every person in America only once and count them in their correct location. This is the first census to be able to be completed online. You can still call it in and you can also complete the traditional hard form. It is safe and all personal information is protected by Title 13 so no personal information can be shared with any other federal or state agency. The census affects decision making for the next decade.

Bev Hart, Venango/Forest County Animal Response Team, spoke about their duties. They focus on taking care of animals, responding to house fires in cases where a pet needs to be taken care of temporarily, responding to vehicle accidents when pets are involved and also setting up shelters. They are not a search and rescue group.

ADJOURNMENT

The meeting adjourned at 6:24 p.m. upon a motion by Commissioner Abramovic and seconded by Commissioner Witherup, aye all.

Respectfully submitted,


Jamie L. Kirkwood, Administrative Assistant