

RETIREMENT BOARD MINUTES
SEPTEMBER 10, 2024

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

Commissioner Samuel Breene	Jeannie Ritchey, Treasurer
Commissioner Kenneth J Bryan	Diona Brick, Fiscal Director
Commissioner Chip Abramovic	Justin Wolfe, Human Resources Director
Bridey Shawgo, Chief Clerk	Amie Wood-Wessell, Human Services
Laura Anna, Commissioners Office	Luke Kauffman, Two Mile Run County Park
Rich Winkler, Commissioners Office	Hilary Buchanan, Planning
Mark Seigworth, 911	Bill Buchna, Airport
Kara O'Neil, The Derrick	Jane Ritchey, VCTPP
Wayne Edmondson, VCTPP	Cori R. Sharpe, Acting Register and Recorder
Linda Linn, VCTPP	Harry Whittenmore, VA

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 5:03 pm

APPROVAL OF THE MINUTES FROM THE AUGUST 13, 2024 MEETING:

Jeannie Ritchey, Treasurer made a motion to approve the minutes from the August 13, 2024 meeting, seconded by Commissioner Bryan aye all.

PUBLIC COMMENT:

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

RETIREMENT BOARD ITEMS FOR CONSIDERATION:

The following Retirement Board items were presented for approval by Justin Wolfe:

The following employees are entering the Retirement Fund System:

NAME	EFFECTIVE DATE	PERCENTAGE
Tiffani Manning	07/27/2024	10%
Lauren Ban	08/04/2024	9%
Nathaniel Milner	08/04/2024	9%
DeAnna Pleger	08/04/2024	9%
Amy Wallace	08/09/2024	9%
Valerie McClellan	08/19/2024	9%
Allison O'Keefe	08/19/2024	9%
Kai Rios	08/19/2024	9%
Lacey Sampson	08/19/2024	9%
Gwendalynn Uhl	08-19/2024	9%

Edward Walsh	08/19/2024	9%
Conner Jones	08/23/2024	9%
Kellis Martz	08/26/2024	9%

The following persons are withdrawing their contributions plus interest:

NAME	AMOUNT	DISBURSEMENT DATE
Jodie Saeli	\$3,551.94	09/30/2024
Melanie Bailey	\$14,955.46	09/30/2024
Paula Seigworth	\$4,213.40	09/30/2024
Kamryn Smith	\$3,704.30	09/30/2024
Kimberly Stellitano	\$7,436.38	09/30/2024
Abigail Owens	\$2,206.50	09/30/2024
Tina Murphy	\$343.00	09/30/2024
Gabrielle Calcaterra	\$221.79	09/30/2024
Carly Wice	\$1,197.66	09/30/2024

[Refunds; Normal (Superannuation) Retirements; Early Retirements; Death Benefits]

- 1.) Motion to approve the superannuation retirement of Joyce Schattauer, effective 08/23/2024. She has elected "Option One" which entitles her to receive a monthly annuity of \$615.66 payable throughout her lifetime. She is entitled to a pro rata benefit of \$178.74 to be paid for 9 paid in the days in the month of August.
- 2.) Notice to the Retirement Board of the death of retiree Carolyn Bigley on 08/26/2024. Ms. Bigley selected "Option Four A" upon the date of her retirement. There is no pension benefits, pro rata or otherwise owed to her estate.

Other Business: [Buy – backs; Administrative issues]

- 1.) Staci Neidich has chosen to vest her pension funds with the County effective 08/23/2024.
- 2.) Because Abigail Owens failed to execute or file pension withdrawal documents within the established time frame, her accumulated deductions are being withdrawn in accordance with Retirement Board policy.
- 3.) Because Tina Murphy failed to execute or file pension withdrawal documents within the established time frame, her accumulated deductions are being withdrawn in accordance with Retirement Board policy.
- 4.) Because Gabrielle Calcaterra failed to execute or file pension withdrawal documents within the established time frame, her accumulated deductions are being withdrawn in accordance with Retirement Board policy.
- 5.) Because Chance Sickman was reinstated to her former position with Venango County she remains an active contributing member. Notice to the Retirement

Board that her reinstatement was the reason her pension funds were not distributed as indicated in August's Retirement Board meeting.

- Commissioner Bryan made a motion to approve the above Retirement Board Agenda items, seconded by Commissioner Abramovic, aye all.

OTHER BUSINESS:

There was no other business presented.

PUBLIC COMMENT:

There was no public comment offered.

ADJOURNMENT:

The meeting was adjourned at 5:05 pm upon a motion by Jeannie Ritchey, Treasurer and a second by Commissioner Bryan, aye all.

Respectfully submitted,

Laura E. Anna
Administrative Assistant

Samuel H. Breene

Kenneth J. Bryan

Albert A. Abramovic

Jeannie Ritchey

Bridey G. Shawgo

*** Attachment A**
RETIREMENT BOARD AGENDA
September 10, 2024

Time: _____

Attendance: _____

Approval of Minutes:

A motion was made by _____ and seconded by _____ to waive the reading of the minutes of the 08/13/24 meeting, make them available for public inspection and approve them as submitted; aye all. Motion carried and was approved.

Public Comments:

Retirement Board Items for Consideration:

A motion was made by _____ and seconded by _____ to approve the application for the following employees to **enter the Retirement Fund System:**

NAME	EFFECTIVE DATE	PERCENTAGE
Tiffani Manning	07/27/2024	10%
Lauren Ban	08/04/2024	9%
Nathaniel Milner	08/04/2024	9%
DeAnna Pleger	08/04/2024	9%
Amy Wallace	08/09/2024	9%
Valerie McClellan	08/19/2024	9%
Allison O'Keefe	08/19/2024	9%
Kai Rios	08/19/2024	9%
Lacey Sampson	08/19/2024	9%
Gwendalynn Uhl	08/19/2024	9%
Edward Walsh	08/19/2024	9%
Conner Jones	08/23/2024	9%
Kellis Martz	08/26/2024	9%

Aye all; Motion carried and was approved.

A motion was made by _____ and seconded by _____ to authorize the Treasurer of the Retirement Board to issue checks to the following persons who are **withdrawing their contributions plus interest** in accordance with the Plan and County pension law:

NAME	AMOUNT	DISBURSEMENT DATE
Jodie Saeli	\$ 3,551.94	09/30/2024
Melanie Bailey	\$ 14,955.46	09/30/2024
Paula Seigworth	\$ 4,213.40	09/30/2024
Kamryn Smith	\$ 3,704.30	09/30/2024
Kimberly Stelltano	\$ 7,436.38	09/30/2024
Abigail Owens	\$ 2,206.50	09/30/2024
Tina Murphy	\$ 343.00	09/30/2024
Gabrielle Calcaterra	\$ 221.79	09/30/2024
Carly Wice	\$ 1,197.66	09/30/2024

Aye all; Motion carried and was approved.

RETIREMENT BOARD AGENDA

September 10, 2024

A motion was made by _____ and seconded by _____ to **approve the following retirements**: [Refunds; Normal (Superannuation) Retirements; Early Retirements; Death Benefits]

- 1.) Motion to approve the superannuation retirement of **Joyce Schattauer**, effective **8/23/2024**. She has elected "Option One" which entitles her to receive a monthly annuity of **\$615.66** payable throughout her lifetime. She is entitled to a pro rata benefit of **\$178.74** to be paid for 9 days in the month of August.
- 2.) Notice to the Retirement Board of the death of retiree **Carolyn Bigley** on **08/26/2024**. Ms. Bigley selected "Option Four A" upon the date of her retirement. There is no pension benefit, pro rata or otherwise owed to her estate.

Aye all; motion carried and was approved.

Other Business: [Buy-backs; Administrative issues]

- 1.) **Staci Neidich** has chosen to vest her pension funds with the County effective **08/23/2024**.
- 2.) Because **Abigail Owens** failed to execute or file pension withdrawal documents within the established time frame, her accumulated deductions are being withdrawn in accordance with Retirement Board policy.
- 3.) Because **Tina Murphy** failed to execute or file pension withdrawal documents within the established time frame, her accumulated deductions are being withdrawn in accordance with Retirement Board policy.
- 4.) Because **Gabrielle Calcaterra** failed to execute or file pension withdrawal documents within the established time frame, her accumulated deductions are being withdrawn in accordance with Retirement Board policy.
- 5.) Because **Chance Sickman** was reinstated to her former position with Venango County she remains an active contributing member. Notice to the Retirement Board that her reinstatement was the reason her pension funds were not distributed as indicated in August's Retirement Board meeting.

A motion was made by _____ and seconded by _____ to adjourn the meeting at _____; aye all. Motion was approved.

VENANGO COUNTY RETIREMENT BOARD

Samuel H. Breene

Kenneth J. Bryan

Albert A. Abramovic

Jeannie L. Ritchey

Bridey S. Shawgo

