

Reviewed by: _____

SALARY BOARD MINUTES OCTOBER 10, 2023

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

Commissioner Samuel Breene
Commissioner Michael Dulaney
Commissioner Chip Abramovic
Sabrina Backer, Chief Clerk
Melanie Bailey, Admin Asst
Rich Winkler, Solicitor
Jeannie Ritchey, Acting Treasurer
Diona Brick, Fiscal
Justin Wolfe, Human Resources

Amie Wood – Wessell, Human Services
Hilary Buchanan, Planning
Bonnie Summers, Election Board
Vincent Witherup, Election Board
Matt Beith, Citizen
Ken Bryan, Citizen
Kara O'Neil,
Pastor Mark Fultz, Evangelistic Tabernacle

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 Salary Board meeting to order at 4:38 pm

APPROVAL OF THE MINUTES FROM THE SEPTEMBER 12, 2023 MEETING:

- Jeannie Ritchey, Acting Treasurer made a motion to approve the minutes from the September 12, 2023 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:

Bridey Keller presented the Salary Board agenda for approval:

DEPARTMENT #205 - COURTS

#	Action	Position	Status	Hr/Pay	Group	Grade	Effective
1	ABOLISH:	Court Crier/Tip Staff	TPT	7	NEHR	1	09/15/2023
Note: Temporary assignment completed							
2	ABOLISH:	Court Reporter I	FT	80	NEHR	6	09/25/2023
3	CREATE:	Court Recording Monitor/Transcriptionist	FT	80	NEHR	4	09/25/2023

DEPARTMENT #260 – DISTRICT ATTORNEY

#	Action	Position	Status	Hr/Pay	Group	Grade	Effective
1	CREATE:	Paralegal	FT	80	NEHR	5	09/18/2023
2	ABOLISH:	Paralegal	PT	48	NEHR	5	09/18/2023
3	ABOLISH:	Legal Secretary II	FT	80	NEHR	3	09/18/2023

- 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 4:43 pm upon a motion by Jeannie Ritchey, Acting Treasurer and a second by Commissioner Abramovic, aye all.

Respectfully submitted,


Melanie A. Bailey
Administrative Assistant