

COMMISSIONER BOARD MINUTES AUGUST 6, 2025

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

Commissioner Samuel Breene
Commissioner Kenneth J. Bryan
Commissioner Albert "Chip" Abramovic
Dorothy "Dottie" Tawney, Chief Clerk
Laura O'Neil, Admin. Assistant
Rich Winkler, Solicitor
Jeannie Ritchey, Treasurer
Justin Wolfe, Human Resources
Amie Wood-Wessell, Human Services

Laura Anna, Elections
Erik Johnson, Planning
Taylor Felix, Fair Queen
Peyton McGiffin, Alternate Fair Queen
Melissa Huffman, Queen Program
Ginger McGiffin, Queen Program
Robert McGiffin, Queen Program
Gavin Fish, EYT Media
Kara O'Neil, The Derrick

Pastor Chad Troup, Fox Street Church of God, Rocky Grove, said the invocation before the meeting.

All rose and said the Pledge of Allegiance.

The Election Board meeting was convened and adjourned. The Retirement Board meeting was convened and adjourned. The Salary Board meeting was convened and adjourned.

1. Commissioner Breene called the Commissioner Board meeting to order at 10:41 a.m.
2. Commissioner Abramovic made a motion to amend the agenda for August 6, 2025, seconded by Commissioner Bryan, aye all. Commissioner Abramovic made a motion to accept the amended agenda for August 6, 2025, seconded by Commissioner Bryan, aye all.
3. Commissioner Bryan made a motion to approve the minutes from the July 8, 2025 meeting, seconded by Commissioner Abramovic, aye all.
4. There was no public comment on the Commissioner Board Agenda.
5. **Court Administration:** No business to be presented.
6. **Row Offices:** No business to be presented.
7. **Prison:** No business to be presented.
8. **Community Services Administration:**
 - a. Approval of contract with Procoom Systems to De-Install and Re-Install 911 Dispatch Console at new 911 Center
 - Commissioner Bryan made a motion to approve the above, seconded by Commissioner Abramovic, aye all.
9. **Human Services:**
 - a. Human Services Agenda for approval, Attachment C:

Attachment C – Human Service Contracts

2025-2026 Contract

Item 1: Valued Relationships, Inc.

OAS

Synopsis: Request Commissioners' approval for a renewal of an existing contract with Valued Relationships, Inc for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: To provide the following services to older individuals as authorized by the county- 911 Pendant Monitoring Services

Item 2: George Cavanaugh

MHDS

Synopsis: Request Commissioners approval for a renewal of an existing contract with George Cavanaugh for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: To compensate the consultant at \$50.00 per hour for up to 10 hours per week. Contract Max will be \$10,000.00.

Item 3: City of Oil City

MHDS

Synopsis: Request Commissioners approval for a renewal of an existing contract with The City of Oil City for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: To provide emergency transportation services of individuals within the Oil City limits to UPMC Northwest Medical Center located in Seneca, PA. Reimbursing the cost at 1.5 times the hourly pay plus and other statutory or contractual costs of any officer that must be engaged in an overtime capacity.

Item 4: Community Services of Venango County

OAS

Synopsis: Request Commissioners approval for a renewal of an existing contract with Community Services of Venango County for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: To manage all aspects of Venango County Senior Centers. The County will reimburse for Senior Centers \$218,450 and HDM (Hot Delivered Meals) program \$81,655. Maximum total of \$300,115. Parker Place – The county will reimburse provider for actual incurred expenses to the maximum of \$10,900.

Item 5: Bruce Getsinger

MHDS

Synopsis: Request Commissioners approval for a renewal of an existing contract with Bruce Getsinger for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: Reimburse the provider as the Mental Health Review Officer for Mental Health Commitment Hearings at the rate of \$200 per hour.

Item 6: Erie County Care Management

ID

Synopsis: Request Commissioners approval for a new contract with Erie County Care Management for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: To provide ID/A Supports Coordination at the rate of \$27.21 per 15-minute unit. Contract max will be \$5,442.00.

Item 7: Service Access & Management, Inc.

ID

Synopsis: Request Commissioners approval for a renewal of an existing contract with Service Access & Management, Inc. for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: To provide Supports Coordination at the rate of \$27.21 per 15-minute unit. Contract max will be \$2,727.00.

Item 8: Heather Morrison, Psychological Services

ID

Synopsis: Request Commissioners approval for a renewal of an existing contract with Heather Morrison, Psychological Services. for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: ID Provider will provide Cognitive Assessments, Record Review, ADOS-2 and booklets, Consultation (Diagnostic Clarification), WAIS-5 Record Forms, Response Booklets, Standard License, and Digital Administration. ABAS-3 Forms

Contract Max will be \$10,000.

Item 9: Regional Counseling Center, Inc.**MHDS**

Synopsis: Request Commissioners approval for a renewal of an existing contract with Regional Counseling Center, Inc. for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: Provider agrees to provide Rep Payee services at \$55/client/month Max \$23,100, Mobile Med Program at \$23.31/15 min unit - Max \$6,247.08; Mobile Psychiatric Rehab - \$17.64/15-min Max - \$6,879.60; Child & Adolescent Acute Partial \$40.00/hr Max \$36,000; Intensive Outpatient \$45.88/hour/person Max \$7,340.80; Transitions Program \$39.00/15 min Max \$8,112; Hoarding and Recovery and Maint. Program \$39.00/15 min Max \$10,000; Outpatient Program - Max Contract \$235,882; Transitions Housing Program - Max Contract \$53,600

Item 10: Regional Counseling Center**MHDS**

Synopsis: Request Commissioners approval to renew an existing contract with Regional Counseling Center for the period of July 1, 2025 through June 30, 2026.

Purpose of contract: This renewal includes the lease for our Grandview Building for Programming.

Item 11: The Pointe**MHDS**

Synopsis: Request Commissioners approval to renew a Lease Agreement with The Pointe for the period of July 1, 2025 through June 30, 2026.

Purpose of contract: Lease for space for programming on Seneca Street, in Oil City.

Item 12: The ARC of Clarion**ID**

Synopsis: Request Commissioners approval for a renewal of an existing contract with The ARC of Clarion. for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: Provider agrees to provide Companion Services at \$8.33/min unit, In Home & Com Sup, Lv. 2 Services at \$11.10/15min unit, In Home & Com Sup, Lv. 1 at \$6.22/15 min unit, Respite Services \$ \$8.59/15 min unit and Respite Day services at \$343.22/Day.

Item 13: Family Services and Children's Aid Society – SAP Program**MHDS**

Synopsis: Request Commissioners approval for a renewal of an existing contract with Family Services and Children's Aid Society – SAP Program. for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: The Provider will provide the Student Assistance Program involving site-based student screenings and assessments for Mental Health and Substance Use Disorder recommendations. The Program will be cost reimbursed with a max contract of \$161,246.

Item 14: Family Services and Children's Aid Society**MHDS**

Synopsis: Request Commissioners approval for a renewal of an existing contract with Family Services and Children's Aid Society. for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: The Provider will provide Family Foundations Program for Family Based Mental Health Services at the rate of \$26.93 per 15-minute unit with a contract max of \$16,158, and Home and Community Services Specialized Support Services for MH consumers at the rate of \$15.80 per 15-minute unit with a contract max of \$162,297.60.

Item 15: Family Services and Children's Aid Society**OAS**

Synopsis: Request Commissioners approval for a renewal of an existing contract with Family Services and Children's Aid Society. for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: To provide the following services to older individuals as authorized by the County: Home & Community Services Non-Guardian - \$15.80 per 15-minute unit, projected units = 1,091. Agreement maximum is \$17,237.80.

Item 16: OneWell, LLC**MHDS**

Synopsis: Request Commissioners approval for a renewal of an existing contract with OneWell, LLC. for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: To provide the following services: Respite-Day (W9798) \$343.22/unit, Companion Services (W1726) \$8.33/unit, In Home and Community Supports (W7060) \$11.10/unit, Respite 1:1 (W9862) \$8.59/unit, Community Participation and Supports (W5996) \$13.83/unit, Homemaker/Chore (W7283) \$24.55/unit, Transportation - Mileage (W7271) \$.70/unit, Public Transportation (W7272) \$1.00-\$25.00/unit.

Item 17: The ARC of Crawford**ID**

Synopsis: Request Commissioners approval for a renewal of an existing contract with The ARC of Crawford. for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: The Provider will continue to act as the Agency with Choice for identified consumers. The monthly administrative fee paid to the Provider is set by the PA Dept of Human Services, Office of Developmental Programs. The Provider will also be reimbursed for the cost of service negotiated between the client and their service worker.

Item 18: Hand in Hand**MHDS**

Synopsis: Request Commissioners approval for a renewal of an existing contract with Hand in Hand for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: To contract with the Provider to perform the following services for individuals authorized by the County. 1) The operation of 3 Residential Homes for individuals with a serious mental illness identified by the County. The provider will be reimbursed for actual costs incurred to a maximum of \$222,435.90 for the West 3rd St home, \$68,397.80 for the Elm St home, and \$69,568.79 for the Prospect Street home. 2) Challenge Center \$10.00/unit with \$31,800 max contract 3) Mobile Psych Rehab \$17.64/unit with \$5,027.40 max contract. 4) L.I.S.T.E.N. program \$27.61/unit and max contract of \$17,227.04.

Item 19: A Bridge to Independence**ID**

Synopsis: Request Commissioners approval for a renewal of an existing contract with A Bridge to Independence for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: To provide Supports Coordination (W7210) in ID at \$27.21/15-minute unit.

Item 20: Alchera Incorporated dba Safein Home**ID**

Synopsis: Request Commissioners approval for a renewal of an existing contract with Alchera Incorporated dba Safein Home for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: To provide ID Remote Support Services at \$9.00/hr; and Remote Support Technology/Equip - varies, based on equipment.

Item 21: Hand in Hand**MATP**

Synopsis: Request Commissioners approval for a renewal of an existing contract with Hand in Hand for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: To provide MATP transportation services for eligible Venango County individuals when authorized by the County at the rate of \$61.31 per one way trip.

Item 22: Crossroads Group Homes & Services, Inc.**CYFS**

Synopsis: Request Commissioners approval for a renewal of an existing contract with Crossroads Group Homes & Services, Inc. for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: To provide Boys Group Home Services at the rate of \$215.00 per day and Girls Group Home Services at the rate of \$240.00 per day.

Item 23: Family Services & Children's Aid Society of Venango County**CYFS**

Synopsis: Request Commissioners approval for a renewal of an existing contract with Family Services & Children's Aid Society of Venango County for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: CYFS parent support/lice & bedbug 3,210 units @ \$17.00 = \$54,570.00

Supervised visitation 675 units @ \$9.85 = \$6,648.75 In-home D&A - FRP 11,756 units @ \$30.00 = \$352,680.00

Certified recover specialist max amount of \$61,018.00

Youth connection max amount of \$20,000.00

Fatherhood Initiative - direct activity 2,860 units @ \$36.04 = \$103,074.40

Fatherhood Initiative - direct collateral 240 units @ \$20.00 = \$4,800.00

Item 24: BHC Advanced Services, Inc.**CYFS**

Synopsis: Request Commissioners approval for a renewal of an existing contract with BHC Advanced Services, Inc. for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: To Provide Fiscal Consultancy Services at the rate of \$93/hr up to a max of \$11,160.00. To provide Program Consultancy Services at the rate of \$108/hr up to a max of \$47,520.00

Item 25: Oil City YMCA**CYFS**

Synopsis: Request Commissioners approval for a renewal of an existing contract with Oil City YMCA for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: To Provide the YMCA Unpaved Program to youths at \$75.00 per session

Item 26: Bethesda Lutheran Services**CYFS**

Synopsis: Request Commissioners approval for a renewal of an existing contract with Bethesda Lutheran Services for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: To provide foster care and group home services at a range of \$16.11 to \$530.00 as approved by the County.

Item 27: Peter von Korff, PhD**CYFS**

Synopsis: Request Commissioners approval for a renewal of an existing contract with Peter von Korff, PhD for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: To provide Bonding assessments at \$125/hr and provide mental health assessments at \$125/hr.

Item 28: Community Services of Venango County**MHDS**

Synopsis: Request Commissioners approval for a renewal of an existing contract with Community Services of Venango County for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: The Provider will conduct Consumer Satisfaction Surveys at the rate of \$185.84 per survey, manage and maintain a four-plex apartment building not to exceed \$20,000 manage the Human Services Enclave Program not to exceed \$22,000.

The provider will be reimbursed to perform Independent Monitoring for Quality surveys of individuals with a disability at the rate of \$706.00 per interview. Life Skills Training will also be offered at \$15.00/15 min not to exceed max of \$3,000.

Item 29: Community Services of Venango County**CYFS**

Synopsis: Request Commissioners approval for a renewal of an existing contract with Community Services of Venango County for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: To provide the ASQ Program at a rate of \$170 per unit, not to exceed \$13,600

To provide the DOULA Program at a rate of \$45.35 per unit, not to exceed \$176,865

To provide the PAT Program at a rate of \$340 per unit, not to exceed \$142,800

To provide the PAT Enhanced Program at a rate of \$45.35 per unit, not to exceed \$145,120

To provide Women's Outreach at a rate of \$700 per group, not to exceed \$58,800

Training will be cost reimbursed, not to exceed \$4,000

To provide the WEC Program at a rate of \$280.00 per basket, not to exceed \$67,200

Amendments:

Item 1: Sojourner House**SUD**

Request Commissioners approval to add an amendment to the existing contract with Sojourner House for the period of July 1, 2025 through December 31, 2025.

Purpose of contract: To provide non hospital residential services at the rate of \$408.45 per day

Item 2: Family Services and Children's Aid Society**SUD**

Request Commissioners approval to add an amendment to the existing contract with Family Services and Children's Aid Society for the period of July 1, 2025 through December 31, 2025.

Purpose of contract: To provide outpatient services at the rate of \$40.00/unit, intensive outpatient services at the rate of \$10.87/unit, RPT services at the rate of \$134.32 for individual sessions and \$38.56 for group sessions, Recovery specialist funded by actual costs, jail sessions at the rate of \$70.00 each, and emergency housing at the rate of \$50.00/day.

Other ITEMS:

Item 1: Approval of CYFS Resources Family Agreements**CYFS**

Request Commissioners approval to enter three Resource Family Agreements for the Foster/Kinship Care Program.

Ratifications:

Item 1: Wilson, Thompson and Cisek**CYFS**

Request Commissioners approval for ratification of contract to provide legal representation to the CYFS Agency during court proceedings at \$125 per hour and to provide travel and training for the legal representation at \$50 per hour.

Item 2: Pathways Adolescent Center, Inc.**CYFS**

Request Commissioners approval for ratification of contract to provide Group Home and Shelter Services at the range of \$253.70 to \$385.00 as determined necessary by the County. To provide aftercare and diagnostic services at the request of the County.

- Commissioner Abramovic made a motion to approve the above Human Service items (Attachment C), seconded by Commissioner Bryan, aye all.

10. FINANCE ADMINISTRATION:

a. Warrants – Attachment D:

Attachment D – Fiscal Warrants

071125	\$250,798.46	Non-Human Services Warrant
HS071025	\$123,332.75	Human Services Warrant
HS071125	\$163,719.74	Human Services Warrant
SP071025	\$1,700.00	Non-Human Services Warrant
071825	\$411,110.00	Non-Human Services Warrant
HS071825	\$487,324.13	Human Services Warrant
HS071525	\$10,000.00	Human Services Warrant
072525	\$1,425,911.49	Non-Human Services Warrant
HS072525	\$428,054.03	Human Services Warrant
080125	\$125,093.00	Non-Human Services Warrant
HS080125	\$175,370.32	Human Service Warrant
080825	\$236,468.17	Non-Human Service Warrant
HS080825	\$109,470.21	Human Service Warrant
TOTAL	\$3,948,352.30	

- Commissioner Abramovic made a motion to approve to the above (Attachment D), seconded by Commissioner Bryan, aye all.

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

a. Approval of Strategy Solutions Contract

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

Fiscal Agent for NWWDB (Northwest Workforce Development Board)

No business was presented.

11. Human Resources:

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

- a. Human Resources Agenda Items for Approval – Attachment E:

Attachment E – Human Resource Agenda Items

Personnel actions as a result of existing vacancies:

Probationary New Hire:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Audrey McLaughlin	140 – Tax Claim	Tax Clerk	PF	80	SEIU	9	07/14/25
2	Logan Emig	305 – Prison	Corrections Officer	PF	80	AFSCME	11	07/14/25
3	Lindsey McElHattan	305 – Prison	Corrections Officer	PF	80	AFSCME	11	07/28/25
4	Heather Jemmett	325 – 911 Center	Telecommunicator I	PF	80	NEHR	5	07/20/25
5	Dawn Barscz	520 – Children & Youth Svc.	Child Welfare Case Aide	PF	80	SEIU	10	07/21/25
6	Drew Mears	520 – Children & Youth Svc.	CPS/GPS Investigator	PF	80	HSNEHR	4	07/21/25
7	Crystal Mohler	520 – Children & Youth Svc.	CPS/GPS Investigator	PF	80	HSNEHR	4	07/21/25

Re-Hire:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Nathan McDonough	305 – Prison	Corrections Officer	PF	80	AFSCME	11	07/08/25

Rate Adjustment/Job Title Change:

#	Name		Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Joshua Sterling	From:	190 – Planning	Senior Planning	FT	80	NEHR	7	
		To:	190 – Planning	Chief Appropriations Officer	FT	80	NEHR	7	06/30/25

Promotion:

#	Name		Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Nathan McDonough	From:	305 – Prison	Corrections Officer	PF	80	AFSCME	11	
		To:	305 – Prison	Correctional Sergeant	PF	80	AFSCME	11	07/21/25
2	Amy Stroup	From:	509 – HS Fiscal	Fiscal Operations Officer I	FT	80	NEHR	8	
		To:	509 – HS Fiscal	Fiscal Operations Officer II	FT	80	NEHR	9	07/06/25

3	Amber Holton	From:	520 – Children & Youth Svc.	Independent Living Case Consultant I	FT	80	HSNEHR	1	
		To:	520 – Children & Youth Svc.	Independent Living Case Consultant II	FT	80	HSNEHR	2	08/04/25
<i>Note: Requirements met for Step Program step up.</i>									
4	Jazzilynn Dunkel	From:	530 – PIC Unit	Crisis Investigation Specialist I	FT	80	HSNEHR	5	
		To:	530 – PIC Unit	Crisis Investigation Specialist II	FT	80	HSNEHR	6	07/29/25
<i>Note: Requirements met for Step Program step up.</i>									
5	Katelyn Konetsky	From:	540 – MH/DS	Service Coordinator – MH/TCM I	FT	80	HSNEHR	1	
		To:	540 – MH/DS	Service Coordinator MH/TCM II	FT	80	HSNEHR	2	07/07/25
<i>Note: Requirements met for Step Program step up.</i>									

Promotion/Transfer:

#	Name		Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Delena Dean	From:	520 – Children & Youth Svc.	CPS/GPS Investigator I	FT	80	HSNEHR	4	
		To:	530 – PIC Unit	Crisis Investigation Specialist I	FT	80	HSNEHR	5	08/03/25
2	Emily Wright	From:	520 – Children & Youth Svc.	Department Clerk III – Floater	FT	80	SEIU	8	
		To:	540 – MH/DS	Department Clerk IV	FT	80	SEIU	9	08/04/25

Demotion/Transfer:

#	Name		Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Heidi Rarer	From:	520 – Children & Youth Svc.	Family Case Consultant II	FT	80	HSNEHR	5	
		To:	540 – MH/DS	Service Coordinator – MH/TCM II	FT	80	HSNEHR	2	07/06/25

Out of Class Compensation:

#	Name		Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Anthony Faraone	From:	305 – Prison	Deputy Warden	PF	80	NEHR	8	
		To:	305 – Prison	Deputy Warden	PF	80	NEHR	8	07/02/25
<i>Note: Out of class compensation while serving as Interim Warden until DOC Warden arrives.</i>									

Separation of Employment – Retirement:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Dennis Tobin	190 – Planning	Director of Planning	FT	80	EXEM	3	07/30/25

Separation of Employment:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Zachery Burkhart	305 – Prison	Corrections Officer	PF	80	AFSCME	11	07/04/25
2	Adam Craig	305 – Prison	Warden	FT	80	EXEM	4	07/02/25
3	Courtney Long	305 – Prison	Corrections Officer	PF	80	AFSCME	11	07/09/25
4	Tristin Siegel	305 – Prison	Chief Deputy Warden	FT	80	NEHR	9	07/02/25
5	Carley Wilt	325 – 911 Center	Telecommunicator I	PF	80	NEHR	5	07/09/25

6	Melissa Confer	510 – Older Adult Services	Aging Care Manager II	FT	80	HSNEHR	2	07/11/25
7	Jillian Hale	520 – Children & Youth Svc.	Family Case Consultant II	FT	80	HSNEHR	5	07/17/25
8	Chad Skokowski	540 – MH/DS	Service Coordinator MH/TCM I	PF	80	HSNEHR	1	07/11/25
9	Heather Skokowski	570 – Housing/CSS	Housing Supports Coordinator	FT	80	HSNEHR	2	08/08/25

Correction to 07/09/2024 HR Commissioner Board Agenda

Promotion/Transfer:

#	Name		Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Jessica Thompson	From:	520 – Children & Youth Svc.	Department Clerk IV	FT	80	SEIU	9	
		To:	509 – HS Fiscal	Accounting Assistant	FT	80	SEIU	12	06/22/25
Note: Employee chose to remain in original position. Action not processed.									

- Commissioner Bryan made a motion to approve to the above (Attachment D), seconded by Commissioner Abramovic, aye all.

b. Human Resources Items for Informational Purposes – Attachment F:

Attachment F – Row Office Agenda Items

Personnel actions as a result of existing vacancies:

Probationary New Hire:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Francisco Mariscal	210 – Domestic Relations	Enforcement Officer II	PF	80	NEHR	5	08/04/25

Promotion

#	Name		Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Jordon Wolbert	From:	310 – Court Supervision	House Arrest/EM Officer	FT	80	NEHR	6	
		To:	310 – Court Supervision	Juvenile Division Supervisor	FT	80	NEHR	9	07/21/25

Position Reallocation/Rate Adjustment

#	Name		Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Erica Schoettle	From:	225 – MDJ 3-1	Administrative Assistant II	FT	80	NEHR	5	
		To:	225 – MDJ 3-1	Administrative Coordinator	FT	80	NEHR	6	07/07/25

Separation of Employment:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Cassandra LaTona	265 – Prothonotary	Department Clerk II	PF	80	NEHR	2	07/11/25

Personnel actions as a result of newly created positions: None.

12. Planning Commission:

- a. Signage of Minority and Women's Business Enterprise Plan with updated signature blocks
 - Commissioner Abramovic made a motion to approve the above, seconded by Commissioner Bryan, aye all.
- b. Approval of Skyway Towers Escrow Agreement
 - Commissioner Bryan made a motion to approve the above, seconded by Commissioner Abramovic, aye all.
- c. Approval of the 2024 Planning Commission Annual Report
 - Commissioner Abramovic made a motion to approve the above, seconded by Commissioner Bryan, aye all.

13. Two Mile Run County Park:

Commissioner Chip Abramovic gave an update on Two Mile Run County Park activities:

- a. The 8th Annual Shine and Light on Suicide Kayak float will be held Aug. 23 at the park

14. County Administration:

- a. Approval of Ordinance #01-2025 authorizing the issuance of debt
 - Commissioner Bryan made a motion to approve the above, seconded by Commissioner Abramovic, aye all.
- b. Approval of Resolution #2025-09 Hazard Mitigation Plan Update
 - Commissioner Bryan made a motion to approve the above, seconded by Commissioner Abramovic, aye all.
- c. Approval of contract with Vestis to supply rugs to 7 county facilities
 - *The agenda was amended at the beginning of the meeting to strike this contract from the agenda.*
- d. Approval of Proclamation for National Suicide Prevention Month
 - Commissioner Abramovic made a motion to approve the above, seconded by Commissioner Bryan, aye all.

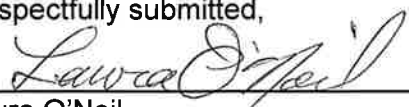
15. Other business: None

16. Public Comment: The Commissioners welcomed the Venango County Fair Queen and Alternate Fair Queen to the meeting and thanked them for all they do with the fair.

17. The meeting adjourned at 11:02 a.m. upon a motion by Commissioner Abramovic, seconded by Commissioner Bryan, aye all.

NEXT MEETING DATE: The next public meeting will be held at 4:30 p.m. September 9, 2025, in Room 100 of the Courthouse Annex to conduct county business.

Respectfully submitted,

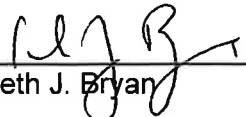


Laura O'Neil
Administrative Assistant

Reviewed by:



Samuel H. Breene



Kenneth J. Bryan

Albert A. Abramovic