

COMMISSIONER BOARD MINUTES SEPTEMBER 9, 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
Diona Brick, Fiscal
Amie Wood-Wessell, Human Services
Laura Anna, Elections
Erik Johnson, Planning
Josh Sterling, Planning
Mark Seigworth, EMA

Michelle Craig, Human Resources
Jessica Struthers, ORLA
Dan Flaherty, ORLA
Annie Welsh, ORLA
Carolyn Rosen, ORLA
Kara O'Neil, The Derrick
Eric Reamer, OC Free Christian Church
Emma Bauer, Sticker Contest
Line D. Ferris, Sticker Contest
Gabiella Gencarelli, Sticker Contest
Makayla Ferris, Sticker Contest
Makenzie Ferris, Sticker Contest

Pastor Eric Reamer, Oil City Free Christian Church, 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 4:47 p.m.
2. Commissioner Bryan made a motion to amend the agenda for September 9, 2025, to add Proclamation – Hunger Action Month and remove item 31 from Attachment C, seconded by Commissioner Abramovic, aye all.
3. Commissioner Abramovic made a motion to approve the minutes from the August 6, 2025 meeting, seconded by Commissioner Bryan, 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 ratification of contract with Mission Critical Partners
 - Commissioner Abramovic made a motion to approve the above, seconded by Commissioner Bryan, aye all.
 - b. Approval of Supplemental Agreement No. 1 for Federal Aviation Administration (FAA) Real Estate Contract (Airport)
 - Commissioner Bryan made a motion to approve the above, seconded by Commissioner Abramovic, aye all.
 - c. Approval of monthly hangar lease with Michael Minor (Airport)
 - 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: Counseling and Assessment Services, LLC

MHDS

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

Purpose of Contract: To provide psychological evaluations and consultations to determine eligibility for ID and ASD enrollments at varying rates based on service needed. Standard rate is \$70.00 per evaluation and testing.

Item 2: Whitling Counseling and Consulting

MHDS

Synopsis: Request Commissioners' approval for a renewal of an existing contract with Whitling Counseling and Consulting for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: Provide training for Refuel groups as specifically authorized by County Human Services at a rate of \$50 per hour.

Item 3: Shannon Criado

EI

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

Purpose of Contract: To contract with the Provider to accept referrals for Physical Therapy for individuals referred from the Venango County Early Intervention Program and to participate in the evaluation process as authorized by Venango County Early Intervention Program for EI clients at the rate of \$34.70 per 15-minute unit. The rates are set by the PA Office of Child Development and Early Learning.

Item 4: Amy K. (Pry) Taborek

EI

Synopsis: Request Commissioners' approval for a renewal of an existing contract with Amy K. (Pry) Taborek for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: As authorized to provide: Special Instruction at \$30.58 per 15 min unit; Evaluation - Special Instruction at \$30.58 per 15 min unit; and Teaming - Special Instruction at \$34.70 per 15-minute unit.

Item 5: Ashley Mahrs

EI

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

Purpose of Contract: As authorized to provide: Occupational Therapy, Evaluation and Teaming at \$34.70 per 15-minute unit.

Item 6: Next Step Therapy, Inc.

EI

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

Purpose of Contract: As authorized to provide: Physical Therapy, Evaluation and Teaming at \$34.70 per 15 min unit; Special Instruction, Evaluation and Teaming at \$30.58 per 15 min unit; Occupation Therapy, Evaluation and Teaming at \$34.70 per 15 min unit; Speech Pathology and Teaming at \$34.70/15 minute unit; Speech Evaluation at \$251.22 per evaluation; Nutrition Supports, Evaluation and Teaming at \$30.58 per 15 min unit and Vision and Behavior Supports, Evolution and Teaming at \$30.58 per 15 min unit.

Item 7: Adventure Time Pediatric Therapy, LLC

EI

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

Purpose of Contract: As authorized to provide: Accept referrals for Speech Therapy individuals referred from the Venango County Early Intervention Program for EI clients at the rate of \$34.70 per 15-minute unit and \$251.22 per evaluation.

The rates are set by the PA Office of Child Development and Early Learning.

Item 8: E. Wachter Early Intervention Services, LLC**EI**

Synopsis: Request Commissioners' approval for a renewal of an existing contract with E. Wachter Early Intervention Services, LLC. for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: To contract with the Provider for Special Instruction supports including Teaming and Evaluation at \$30.58/15-min unit. Provider agrees to provide Special Instruction - Behavior supports including Teaming at \$30.58/15-min unit.

Item 9: Tod R. Marion**OAS**

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

Purpose of Contract: To provide psychological and neuropsychological evaluations to older adults as needed and requested by Protective Services. Psychological Eval \$250/hr, Report \$100/hr, Intellectual Testing \$300/hr, Travel Time \$100/hr, Expert Witness Report \$150, Telephone Deposition \$150, Live Court Testimony \$150/hr plus travel time & travel expense, Travel Expense \$0.56/mile.

Item 10: Richard Winkler**OAS**

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

Purpose of Contract: To provide legal services to Venango County Older Adults (age 60 and older) as needed and requested by Venango County Older Adult Services. Services include counsel, advice and representation in a case.

Item 11: accessAbilities, Inc.**EI**

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

Purpose of Contract: To provide Early Intervention services in Nutrition and Vision supports at the state recommended rates of \$30.58/15-unit for all services being offered.

Item 12: Milestone Pediatric Therapy, LLC**EI**

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

Purpose of Contract: As authorized to provide: Physical Therapy, Evaluation and Teaming Supports at \$34.70 per 15 min units; Occupational Therapy, Evaluation and Teaming Supports at \$34.70 per 15 min units; Speech Therapy & Teaming Supports at \$34.70 per 15 min unit; Speech Evaluation at \$251.22/evaluation; Special Instruction, Evaluation, and Teaming Supports At \$30.58 per 15 min unit; and Behavior Special Instruction and Teaming at \$30.58 per 15 min units.

Item 13: Amanda Gadsby**EI**

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

Purpose of Contract: To contract with the Provider to accept referrals for Speech Therapy & Teaming for individuals referred from the Venango County Early Intervention Program for EI clients at the rate of \$34.70 per 15-minute unit and to participate in the evaluation process at the rate of \$251.22 per evaluation. The rates are set by the PA Office of Child Development and Early Learning.

Item 14: Community Rising Therapy, LLC**EI**

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

Purpose of Contract: As authorized to provide: Speech Therapy and Teaming at \$34.70 per 15 min unit and Speech Evaluation at \$251.22/evaluation; also Specialized Instruction and Evaluation services at \$30.58 per 15 min units and Occupational Special Instruction Teaming at \$34.70 per 15 min unit.

Item 15: Crawford Area Transportation Authority**MATP**

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

Purpose of Contract: County agrees to reimburse the provider for the following: 1) To provide Shared Ride transportation services within Venango County ranging from \$11.65 to \$75 per trip based upon the PA Department of Transportation approved rate. 2) Provide fixed route transportation services at the rate of \$2.00 per trip. 3) Provide MATP transportation services for eligible Venango County individuals at the rate of \$7.75 to individuals under the age of 65 and the 15% of the shared ride rate for seniors over the age of 65. 4) Provide Older Adult transportation services for Crawford County Senior Centers and Venango County Senior Centers, which will be reimbursed at the 15% of the shared ride rate for seniors 65 years of age or older and full fare for seniors under the age of 65. 5) Provide in count medical trips, one (1) grocery trip per week, and one (1) miscellaneous trip per month, also reimbursed at the 15% shared ride rate for seniors 65 years of age or older. 6) Provide Extended hours for intercity fixed route service at the rate of \$700 per week.

Item 16: Mustard Seed Missions of Venango, Inc.**HSDF**

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

Purpose of Contract: The County will continue to reimburse the Provider for the cost of building materials and supplies for the cost of rehabilitations projects authorized by the County. The County will reimburse up to 7% admin fees of total chore job cost. The Provider will also assist in the RIDE Program with the use of volunteer drivers who will be reimbursed at the federal rate per mile for the use of privately owned vehicles when County provided vehicles is not available.

Item 17: Oil City YMCA**OAS**

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: Provider will be reimbursed to manage programs for Venango County Seniors which are designed to invite active and healthy aging in accordance with PA Department of Aging regulations.

Item 18: Therapy House, LLC**EI**

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

Purpose of Contract: To contract with the Provider to accept referrals for Occupational and Speech Therapy for children referred from the Venango County Early Intervention Program for EI clients at the rate of \$34.70 per 15-minute unit. The rates are set by the PA Office of Child Development and Early Learning.

Item 19: Alternative Living Solutions**CYFS**

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

Purpose of Contract: To provide transitional living and supervised independent living services at \$274.00 per day per child as determined necessary by the county.

Item 20: Project Point of Light/Brenda Manno**CYFS**

Synopsis: Request Commissioners' approval for a renewal of an existing contract with Project Point of Light/Brenda Manno for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: To provide Sexual Offender & Sexual Abuse Victim Services, Internet Monitoring Services, Court Services, Family Intervention Services, and Batterers' Intervention/Anger Management Services at a range of \$25.00 to \$700.00 as determined necessary and approved by the County.

Item 21: Keystone Adolescent Center, Inc.**CYFS**

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

Purpose of Contract: To provide FC and Group Home services at the range of \$290.00 to \$1,275.00 as determined necessary by the County in addition to providing additional services at the range of \$40.00 to \$2,450.00 as determined necessary by the County.

Item 22: Kiddlepeace National Centers, Inc.**CYFS**

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

Purpose of Contract: To provide foster care services at a range of \$120.49 to \$142.88 as approved by the County to provide residential placement services at a range of \$633.54 to \$802.23 as approved by the County.

Item 23: Perseus House, Inc.**CYFS**

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

Purpose of Contract: To provide Transitional Living at \$299.63 per day as approved by the County. To provide Shelter Services at \$326.06 per day as approved by the County.

Item 24: Child to Family Connections, Inc.**CYFS**

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

Purpose of Contract: Foster Care in the range of \$73.36 to \$118.36 per unit as approved by the County, FGDM at a contract maximum of \$27,564.00, Family Team Meeting at a contract maximum of \$241,752.00, Family Finding at a contract maximum of \$24,000.00, CRR at a contract maximum of \$59,455.00.

Item 25: Family Pathways**CYFS**

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

Purpose of Contract: To provide Foster Care services at rates between \$25.00 and \$100.00 as approved by the County.

Item 26: George Junior Republic of Pennsylvania**CYFS**

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

Purpose of Contract: To provide group home and residential services at a range of \$82.94 to \$730.99 as determined necessary by the County.

Item 27: Grace learning Center**CYFS**

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

Purpose of Contract: To help provide after school childcare at the rate of \$8.25 per hour, per child as approved by the County.

Item 28: Youth Alternatives, Inc.**CYFS**

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

Purpose of Contract: To provide After School Programs at \$13.32 per diem, not to exceed \$157,442.40. To provide Alternative 4 Youth program at \$141.55 per diem, not to exceed \$2,123.25. To provide Children's Camping Program at \$154.43 per diem, not to exceed \$15,443.00. To provide Help Eradicate Lice Program (HELP) at \$21.51 per diem, not to exceed \$1,871.37.

Item 29: B&C Rentals**CSS/HOUSING**

Synopsis: Request Commissioners' approval for a renewal of an existing contract with B & C Rentals for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: Residential Lease Agreement between B & C Rentals and the County of Venango. Residence address is 413 13th Street, Unit 1, Franklin, PA 16323

Item 30: B&C Rentals**CSS/HOUSING**

Synopsis: Request Commissioners' approval for a renewal of an existing contract with B & C Rentals for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: Residential Lease Agreement between B & C Rentals and the County of Venango. Residence address is 413 13th Street, Unit 4, Franklin, PA 16323

Item 31: Johnson & Anderson Excavation**CSS/HOUSING**

Synopsis: Request Commissioners' approval for a renewal of an existing contract with Johnson & Anderson Excavation for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: Residential Lease Agreement between Johnson & Anderson Excavation and the County of Venango.

Residence address is 24 East Fifth Street, Unit #1, Oil City, PA 16301

Item 32: Service Coordination Unlimited, Inc.**MHDS**

Synopsis: Request Commissioners' approval for a renewal of an existing contract with Service Coordination Unlimited, Inc. for the period of May 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: ID/A Supports Coordination at \$27.21 per 15 min unit

ID rates are set by the PA Department of Human Services, Offices of Developmental Programs.

Item 33: Venango Training and Development Center, Inc.**MHDS**

Synopsis: Request Commissioners' approval for a renewal of an existing contract with Venango Training and Development Center, Inc. for the period of May 1, 2025 through June 30, 2026.

Purpose of Contract: To contract with the Provider to perform Support Employment, Community participation Supports, IPS, In Home & Community Supports.

Fairweather Lodge is cost reimbursement to a maximum of \$82.00.00

Car Detailing Services - \$125.00 vehicle

Item 34: Hand in Hand Christian Counseling, LLC**MHDS**

Request Commissioners' approval for an addendum of an existing contract with Hand in Hand Christian Counseling, LLC for the period of July 1, 2025 through June 30, 2026. This will include the Seeds Program at the unit rate of \$189.57 per day. Total contract maximum is \$69,103.05.

Item 35: Community Services of Venango County**OAS**

Request Commissioners approval to add an addendum to the existing contract with Community Services of Venango County for the period of July 1, 2025 through June 30, 2026. Venango County Older Adult Services will contribute \$15,000 to the new VCAAC Senior Center for ADA restroom improvements.

Amendments:**Item 1: Ellen O'Brien Gaiser Addiction Center, Inc.****SUD**

Request Commissioners approval to add an amendment to the existing contract with Ellen O'Brien Gaiser Addiction Center, Inc for the period of July 1, 2025 through December 31, 2025.

Item 2: Hand in Hand Christian Counseling, LLC**MHDS**

Request Commissioners approval to add an amendment to the existing contract with Hand in Hand Christian Counseling, LLC for the period of July 1, 2024 through June 30, 2025.

Purpose of contract: To provide increase existing contract budget by \$3,525.80 from the original contract amount of \$124,437.89 to \$127,963.69 for West 1st Street.

Item 3: Northwest Behavioral Health Partnership, Inc.**MHDS**

Request Commissioners approval for an amendment to an existing contract to provide a single payment for 2025 Administrative Expenses with a total of \$225,337.15. Monthly installments for 2026 Administrative Expenses totaling \$233,223.95. Monthly installments for 2027 Administrative Expenses totaling \$241,386.79.

Other ITEMS:**Item 1: Approval of CYFS Resource Family Agreements****CYFS**

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

Ratifications:

Item 1: Healthy Starts at Home

CYFS

Request Commissioners approval for ratification of Early Head start Grant Application Submission.

Item 2: Oil Region Recovery, Inc.

CYFS

Request Commissioners approval for ratification of contract to provide the Effective Safe Parenting Program for 10 families at a unit rate per family of \$2,382.16 plus admin costs of \$238.22 for a total unit cost of \$2,620.38.

Item 3: Sugar Valley Lodge

MH/DS

Request Commissioner approval for ratification of contract to provide enhanced personal care for a maximum of 45 individuals at the rate of \$28.50 per day per individual, maximum budget \$468,112.50. Also, to contract for emergency temporary housing for up to 2 individuals at any given time at the rate of \$70/day occupied per individual and \$50/day for 1 room unoccupied.

- 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

HS080725	\$10,000.00	Human Services Warrant
HS081425	\$128,997.00	Human Services Warrant
HS081525	\$122,627.42	Human Services Warrant
081525	\$507,847.07	Non-Human Services Warrant
HS082025	\$34,239.50	Human Services Warrant
HS082225	\$100,668.55	Human Services Warrant
082225	\$715,581.94	Non-Human Services Warrant
HS082125	\$23,933.42	Human Services Warrant
082925	\$306,483.57	Non-Human Services Warrant
HS082925	\$328,198.38	Human Services Warrant
090525	\$156,615.99	Non-Human Service Warrant
HS090525	\$102,023.52	Human Service Warrant
TOTAL	\$2,537,216.36	

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

Fiscal Agent for NWPARG (Northwest PA Emergency Response Group)

No business was presented.

Fiscal Agent for NWWDB (Northwest Workforce Development Board)

No business was presented.

11. 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:

Temporary New Hire:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Shayna Lantz	520 – Children & Youth Svc.	Service Coordination Intern	TP	80	NEHR	1	08/25/25

Probationary New Hire:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Terry Stone	160 – Maintenance	Maintenance Worker III	PF	80	SEIU	10	08/25/25
2	Trinity Salinas	305 – Prison	Corrections Officer	PF	80	AFSCME	11	09/08/25
3	Stephen Ondulich	405 – Airport	Maintenance Worker III	PF	80	SEIU	10	08/18/25
4	Tonya Allen	520 – Children & Youth Svc.	Department Clerk III	PF	80	SEIU	8	08/04/25
5	Christin Byrnes	520 – Children & Youth Svc.	Family Case Consultant I	PF	80	HSNEHR	4	08/18/25
6	Susan Finger	520 – Children & Youth Svc.	Family Case Consultant I	PF	80	HSNEHR	4	08/18/25
7	Makayla Keating	520 – Children & Youth Svc.	Department Clerk III	PF	80	SEIU	8	08/04/25
8	Jeffrey Ottney	520 – Children & Youth Svc.	Family Case Consultant I	PF	80	HSNEHR	4	09/02/25
9	Jason Vandegrift	520 – Children & Youth Svc.	CPS/GPS Investigator I	PF	80	HSNEHR	4	09/02/25
10	Nicole Kaltenbaugh	530 – PIC Unit	Crisis Investigation Specialist I	PF	80	HSNEHR	5	08/19/25
11	Heather Baker	540 – MH/DS	Service Coordinator – EI I	PF	80	HSNEHR	1	08/18/25
12	Rae La Vonne Sherk	540 – MH/DS	Clinical Manager	PF	80	HSEXEM	2	08/18/25

Promotion:

#	Name		Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Cameron Call	From:	305 – Prison	Corrections Officer	PF	80	AFSCME	11	
		To:	305 – Prison	Correctional Sergeant	PF	80	AFSCME	11	08/31/25
2	Kimberly Ziegler	From:	305 – Prison	Correctional Sergeant	FT	80	AFSCME	11	
		To:	305 – Prison	Correctional Lieutenant	FT	80	NEHR	6	08/31/25
3	Lacey Sampson	From:	530 – PIC Unit	Crisis Investigation Specialist I	FT	80	HSNEHR	5	
		To:	530 – PIC Unit	Crisis Investigation Specialist II	FT	80	HSNEHR	6	09/05/25

Promotion/Change in Status:

#	Name		Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Gary Kiselka	From:	160 – Maintenance	Bridge Crew	TP	80	NEHR	1	
		To:	160 – Maintenance	Maintenance Worker III	PP	50	SEIU	10	09/02/25

Rate Adjustment:

#	Name		Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Michael Allen	From:	325- 911 Center	Telecommunicator I	FT	80	NEHR	5	
		To:	325 – 911 Center	Telecommunicator II	FT	80	NEHR	5	08/01/25
2	Matthew Strickenberger	From:	530 – PIC Unit	PIC Program Director	FT	80	HSEXEM	3	
		To:	530 – PIC Unit	PIC Program Director	FT	80	HSEXEM	3	09/30/25
3	Tina Grove	From:	570 – Housing	CSS Programs Clerk	FT	80	SEIU	8	
		To:	570 – Housing	CSS Programs Clerk	FT	80	SEIU	8	03/20/25

End of Probation:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Anthony Messina	305 – Prison	Corrections Officer	FT	80	AFSCME	11	07/16/25

End of Assignment:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Owen Murray	160 – Maintenance	Bridge Crew	TP	80	NEHR	1	08/28/25
2	Jaden Wehrle	160 – Maintenance	Bridge Crew	TP	80	NEHR	1	08/28/25
3	Sarah Cotton	520 – Children & Youth Svc.	Summer Food Crew	TP	80	NEHR	1	08/22/25
4	Brooke Kistler	520 – Children & Youth Svc.	Summer Food Crew	TP	80	NEHR	1	08/22/25
5	Jalynne Konetsky	520 – Children & Youth Svc.	Summer Food Crew	TP	80	NEHR	1	08/22/25
6	Jacob McCloskey	520 – Children & Youth Svc.	Summer Food Crew	TP	80	NEHR	1	08/22/25

Separation of Employment – Retirement:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Susan West	125 – Public Defender	Administrative Assistant II	FT	80	NEHR	5	09/02/25

Separation of Employment:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Isaac Coon	110 – Commissioners	Administrative Assistant II	FT	80	NEHR	6	09/05/25
2	Victor Ramos	160 – Maintenance	Maintenance Worker III	PF	80	SEIU	10	07/18/25
3	Brenden Domres	305 – Prison	Corrections Officer	PF	80	AFSCME	11	08/04/25
4	Ardelle Goodman	305 – Prison	Corrections Officer	FT	80	AFSCME	11	09/06/25

5	Sean Hartle	305 – Prison	Correctional Lieutenant	FT	80	NEHR	6	08/19/25
6	Terry Looney-Stevens	305 – Prison	Corrections Officer	PF	80	AFSCME	11	08/14/25
7	Barbara Manbeck	305 – Prison	Corrections Officer	FT	80	AFSCME	11	08/30/25
8	Tanisha Perry	305 – Prison	Corrections Officer	PF	80	AFSCME	11	08/14/25
9	Dawn Barszcz	520 – Children & Youth Svc.	Child Welfare Case Aide	PF	80	SEIU	10	08/04/25
10	Kaitlyn Comans	520 – Children & Youth Svc.	CPS/GPS Investigator I	PF	80	HSNEHR	4	08/22/25
11	Shannon Kluck	520 – Children & Youth Svc.	Outreach Case Consultant II	FT	80	HSNEHR	2	09/05/25
12	Tammy Irwin	530 – PIC Unit	Crisis Investigation Specialist I	PF	80	HSNEHR	5	07/08/25
13	Jadie Taft	530 – PIC Unit	PIC Case Aide	FT	80	SEIU	10	08/18/25
14	Ruth Shaffer	540 – MH/DS	Service Coordinator II – MH/TCM	FT	80	HSNEHR	2	08/29/25

- 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	Brady Yeager	205 – Courts	Law Clerk	PF	80	LEGL	2	08/07/25
2	Andrew Espy	225 – MDJ 3-1	Legal secretary II	PF	80	NEHR	3	08/06/25
3	Jayna Barber	260 – District Attorney	Administrative Assistant II	PF	80	NEHR	5	08/11/25

End of Probation:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Rebekah Williams	180 – Treasurer's Office	Department Clerk III – Commonwealth	FT	80	SEIU	8	08/16/25
2	Tomann Rice	265 – Prothonotary	Bookkeeper II	FT	80	NEHR	3	08/18/25

Change in Employment Status:

#	Name		Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Kellis "Brett" Martz	From:	270 – Sheriff's Office	Deputy Sheriff – SRO	FT	80	NEHR	6	
		To:	270 – Sheriff's Office	Deputy Sheriff	PTOC	7	NEHR	6	08/04/25

Rate Adjustment

#	Name		Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Jaclyn Sheatz	From:	310 – Court Supervision Svc.	Specialized Probation Officer	FT	80	NEHR	6	
		To:	310 – Court Supervision Svc.	Specialized Probation Officer	FT	80	NEHR	6	08/31/25

End of Assignment:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Andrew Crusciel	205 – Courts	Legal Intern	TP	80	NEHR	1	08/15/25

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

12. Planning Commission:

Commissioner Breene announced that Joshua Sterling will be the new Planning Director.

- a. Approval of extension for Design Services with Frank B. Taylor
 - Commissioner Abramovic made a motion to approve the above, seconded by Commissioner Bryan, aye all.
- b. Approval of Review Fee Reimbursement Agreement with SolAmerica Energy for development in Jackson Township
- c. Approval of Review Fee Reimbursement Agreement with SolAmerica Energy for development in Oakland Township
 - Commissioner Abramovic made a motion to approve the above two items, 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 archery shoot last weekend was a huge success. It is the largest R100 in the nation.
- b. Trunk or Treat will be held the Friday before Halloween.

14. County Administration:

- a. Approval of Electric Power and Natural Gas Purchasing Proposal with Svetz Consulting
 - Commissioner Bryan made a motion to approve the above, seconded by Commissioner Abramovic, aye all.
- b. Approval of reappointment of Jeffrey Schwab as Farmer Director for a four-year term to Venango County Conservation District, expiring in December 2028
 - Commissioner Bryan made a motion to approve the above, seconded by Commissioner Abramovic, aye all.
- c. Approval of reappointment of Joe Pastor as Public Director for a four-year term to Venango County Conservation District, expiring in December 2028
 - Commissioner Abramovic made a motion to approve the above, seconded by Commissioner Bryan, aye all.
- d. Approval of Contract with Vestis to supply rugs to county buildings
 - Commissioner Bryan made a motion to approve the above, seconded by Commissioner Abramovic, aye all.
- e. Resolution No. 2025-10 – Addressing the Consequences of Missed Commonwealth Budget Deadlines
 - This item was not voted on
- f. Approval of Proclamation for National Recovery Month
 - Commissioner Abramovic made a motion to approve the above, seconded by Commissioner Bryan, aye all.

g. Approval of Proclamation for Hunger Action Month

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

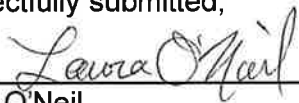
15. Other business: None

16. Public Comment: The Commissioners congratulated Emma Bauer, winner of the Venango County "I Voted" sticker contest.

17. The meeting adjourned at 5:06 p.m. upon a motion by Commissioner Bryan, seconded by Commissioner Abramovic, aye all.

NEXT MEETING DATE: The next public meeting will be held at 4:30 p.m. October 14, 2025, in Room 100 of the Courthouse Annex to conduct county business.

Respectfully submitted,

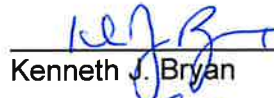


Laura O'Neil
Administrative Assistant

Reviewed by:



Samuel H. Breene



Kenneth J. Bryan



Albert A. Abramovic