

COMMISSIONER BOARD MINUTES

January 13, 2026

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
Laura Anna, Elections
Kelly Holden, Domestic Relations
Justin Wolfe, Human Resources
Amie Wood-Wessel, Human Services

Kara Kauffman, Two Mile Park
Mark Seigworth, 911
Joshua Sterling, Planning
Jonathan Bell, Pastor
Kara O'Neil, The Derrick.
Dottie Hagerty, guest
Jim Miller, guest
David Servin, guest
Janet Henderson, guest
Mark Henderson, guest
Marci Mustello, guest
Jeff Boyle, Indivisible

Rev. Jonathan Bell, Franklin Wesleyan 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 4:36 p.m.
2. Commissioner Abramovic made a motion to approve the agenda for January 13, 2026, seconded by Commissioner Bryan, aye all.
3. Commissioner Bryan made a motion to approve the minutes from the December 9, 2025 meeting, seconded by Commissioner Abramovic, aye all.
4. There was no public comment on the Commissioner Board Agenda.
5. **Court Administration:**
 - a. Approval of Contract with Alexander Spaid to serve as IV-D Attorney
 - Commissioner Abramovic made a motion to approve the above, seconded by Commissioner Bryan, aye all.
6. **Row Offices:** No business to be presented.
7. **Prison:**
 - a. Approval of amendment to the Food Service Agreement with Summit Food Service, LLC
 - Commissioner Abramovic made a motion to approve the above, seconded by Commissioner Bryan, aye all.
8. **Community Services Administration:**
 - a. Approval of Airport Hangar Roof Replacement
 - Commissioner Bryan made a motion to approve the above, seconded by Commissioner Abramovic, aye all.
 - b. Ratification of Contract with Motorola for Premier One Interfaces, pending grant award
 - Commissioner Bryan made a motion to approve the above, seconded by Commissioner Abramovic, aye all.
 - c. Approval of Renewal of Contract with Mobilcom for Zetron Radio Console Maintenance
 - Commissioner Abramovic made a motion to approve the above, seconded by Commissioner Bryan, aye all.

9. Human Services:

- a. Human Services Agenda for approval, Attachment C:

Attachment C – Human Service Contracts

2025-2026 Contract

Item 1: CHAPS

CSS

Synopsis: Request Commissioners' approval to renew an existing contract with CHAPS for the period of January 1, 2026 through December 31, 2026.

Purpose of Contract: To provide direct services requested under the Community Services Block Grant.

Contract Total: \$107,350.00

Item 2: Crawford Area Transportation Authority (CATA)

MATP

Synopsis: Request Commissioners' approval for a new contract with Crawford Area Transportation Authority for the period of January 1, 2026 through June 30, 2027.

Purpose of Contract: To provide all operations for the MATP Program at the rate of \$63.57 per trip.

Item 3: Titusville YWCA

CSS

Synopsis: Request Commissioners' approval to renew an existing contract with Titusville YWCA for the period of January 1, 2026 through December 31, 2026.

Purpose of Contract: To provide Emergency Housing requested under the Community Services Block Grant.

Contract Total: \$7,500.00

Item 4: Commonwealth of PA

SUD

Synopsis: Request Commissioners' approval to renew an existing contract with Commonwealth of PA for the period of January 1, 2026 through June 30, 2030.

Purpose of Contract: Single County Authority Prevention and Treatment Services Grant Agreement for January 1, 2026 – June 30, 2030.

First Year Funding Award: \$341,313.50

Addendums:

Item 1: Family Services and Children's Aid Society

OAS

Synopsis: Request Commissioners' approval to add an addendum of an existing contract with Family Services and Children's Aid Society.

Purpose of Contract: To provide home and community support services to Older Adult Services consumers (Guardianships) as authorized by OAS at the rate of \$11.40 per 15-minute unit, with a maximum of 96 units.

Contract Total: \$1,094.40

Amendments:

Item 1: Community Ambulance

MATP

Synopsis: Request Commissioners' approval to add an amendment of an existing contract with Community Ambulance.

Purpose of Contract: To amend the existing MATP contract, and assign all MATP services to CATA.

Item 2: The Pointe

MATP

Synopsis: Request Commissioners' approval to add an amendment of an existing contract with The Pointe.

Purpose of Contract: To amend the existing MATP contract, and assign all MATP services to CATA.

Item 3: Alliance for Nonprofit Resources

MATP

Synopsis: Request Commissioners' approval to add an amendment of an existing contract with Alliance for Nonprofit Resources.

Purpose of Contract: To amend the existing MATP contract, and assign all MATP services to CATA.

Item 4: Hand in Hand

MATP

Synopsis: Request Commissioners' approval to add an amendment of an existing contract with Hand in Hand.

Purpose of Contract: To amend the existing MATP contract, and assign all MATP services to CATA.

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

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

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

10. FINANCE ADMINISTRATION:**a. Warrants – Attachment D:****Attachment D – Fiscal Warrants**

121225	\$949,516.80	Non-Human Services Warrant
HS121225	\$320,491.39	Human Services Warrant
HS121125	\$125,575.20	Human Services Warrant
121925	\$1,011,242.86	Non-Human Services Warrant
HS121925	\$370,647.70	Human Services Warrant
122625	\$1,011,329.87	Non-Human Services Warrant
HS122625	\$216,279.75	Human Services Warrant
SP122325	\$9,682.68	Non-Human Services Warrant
010226	\$95,678.22	Non-Human Services Warrant
HS010226	\$134,683.99	Human Services Warrant
010926	\$518,983.54	Non-Human Services Warrant
HS010926	\$89,427.13	Human Services Warrant
TOTAL	\$4,853,539.13	

- 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 to be presented.

Fiscal Agent for NWWDB (Northwest Workforce Development Board)

No business to be presented.

11. Human Resources:**a. Human Resource Agenda Items for Approval – Attachment E:****Attachment E – Human Resource Agenda Items****Probationary New Hire:**

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Crystal Bell	305 – Prison	Corrections Officer	PF	80	AFSCME	11	01/05/26
2	Felicia George	305 – Prison	Corrections Officer	PF	80	AFSCME	11	12/21/25
3	Kamdyn Reagle	305 – Prison	Corrections Officer	PF	80	AFSCME	11	12/21/25
4	Jesse Urey	305 – Prison	Corrections Officer	PF	80	AFSCME	11	12/22/25
5	Ronald Buterbaugh	509 – HS Fiscal	Accounting Assistant	PF	80	SEIU	12	12/29/25
6	Austin Kupec	520 – Children & Youth Svc.	CPS/GPS Investigator I	PF	80	HSNEHR	4	01/06/26
7	Stacy Umstead	520 – Children & Youth Svc.	Family Case Consultant I	PF	80	HSNEHR	4	12/08/25

Re-Hire:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Mitch McMillen	160 – Maintenance	Maintenance Worker III	PF	80	SEIU	10	01/05/26
2	Bobbi Gonzalez	510 – Older Adult Svc.	Aging Case Aide	PF	80	SEIU	10	12/22/25

Rate Adjustment:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Dorothy Tawney	110 – Commissioners Office	Chief Clerk	FT	80	EXEM	4	01/01/26
2	Ashley Nichols-Kaye	540 – MH/DS	Program Manager – HS/QM/HIPAA	FT	80	HSEXEM	2	01/21/26

Promotion:

#	Name		Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Ellen Foy	From:	305 – Prison	Corrections Officer	FT	80	AFSCME	11	
		To:	305 – Prison	Field Training Officer	FT	80	AFSCME	11	12/21/25
2	Brynn Baughman-Arel	From:	510 – Older Adult Svc.	Aging Care Manager - Well Assessor II	FT	80	HSNEHR	2	
		To:	510 – Older Adult Svc.	Aging Care Manager - Well Assessor III	FT	80	HSNEHR	3	01/21/26
3	Anne Krasilshchik	From:	520 – Children & Youth Svc.	CPS/GPS Investigator II	FT	80	HSNEHR	5	
		To:	520 – Children & Youth Svc.	CPS/GPS Investigator III	FT	80	HSNEHR	6	11/24/25
4	Christy McCann	From:	570 – Community Support Svc.	Housing Supports Coordinator I	FT	80	HSNEHR	1	
		To:	570 – Community Support Svc	Housing Supports Coordinator II	FT	80	HSNEHR	2	11/06/25

Position Reallocation:

#	Name		Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Frederick Mays	From:	160 – Maintenance	Maintenance Worker III	FT	80	SEIU	10	
		To:	160 – Maintenance	Maintenance Worker IV	FT	80	SEIU	12	12/29/25

Bonus:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Barbara Morrison	135 – Fiscal	Sr. Financial Analyst	FT	80	NEHR	9	01/01/26

Note: Bonus paid for handling of additional Fiscal Agent duties related to the ERG Taskforce

Voluntary Demotion:

#	Name		Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Domonic Merritt	From:	305 – Prison	Field Training Officer	FT	80	AFSCME	11	
		To:	305 – Prison	Corrections Officer	FT	80	AFSCME	11	12/21/25
2	Anne Krasilshchik	From:	520 – Children & Youth Svc.	CPS/GPS Investigator III	FT	80	HSNEHR	6	

		To:	520 – Children & Youth Svc.	Outreach Case Consultant III	FT	80	HSNEHR	3	01/04/26
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End of Out of Class Assignment:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Megan Martin	605 – Park	Park Services Coordinator	FT	80	SEIU	12	01/31/26
<i>Note: End of assignment serving as and assisting with Park Director duties.</i>								

End of Probation:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Anthony Faraone	305 – Prison	Deputy Warden	FT	80	NEHR	9	12/09/25
2	Andrew Long	325 – 911 Center	Telecommunicator I	FT	80	NEHR	5	12/11/25
3	Sarah Breene	520 – Children & Youth	CPS/GPS Investigator I	FT	80	HSNEHR	4	12/23/25

Separation of Employment:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Michael Nagl	160 – Maintenance	Maintenance Worker III	FT	80	SEIU	10	12/23/25
2	Chevelle Bish	305 – Prison	Corrections Officer	PF	80	AFSCME	11	01/02/26
3	Hayden Burnett	305 – Prison	Correctional Sergeant	FT	80	AFSCME	11	12/26/25
4	Camron Call	305 – Prison	Correctional Sergeant	FT	80	AFSCME	11	12/30/25
5	Frank Dashner	305 – Prison	Corrections Officer	PF	80	AFSCME	11	12/05/25
6	Felicia George	305 – Prison	Corrections Officer	PF	80	AFSCME	11	12/23/25
7	Torin Lehmier	305 – Prison	Correctional Lieutenant	FT	80	NEHR	8	01/07/26
8	Domonic Merritt	305 – Prison	Corrections Officer	FT	80	AFSCME	11	01/06/26
9	Trinity Salinas	305 – Prison	Corrections Officer	PF	80	AFSCME	11	12/24/25
10	Henry Weigner	305 – Prison	Corrections Officer	PF	80	AFSCME	11	12/15/25
11	Heather Jackson	510 – Older Adult Svc.	Aging Case Aide	PF	80	SEIU	12	11/24/25
12	Christin Byrnes	520 – Children & Youth Svc.	Family Case Consultant I	PF	80	HSNEHR	4	12/26/25
13	Delena Dean	520 – Children & Youth Svc.	CPS/GPS Investigator I	FT	80	HSNEHR	4	01/02/26
14	Dan Fenner	520 – Children & Youth Svc.	Family Case Consultant I	PF	80	HSNEHR	4	12/15/25
15	William McCloskey	520 – Children & Youth Svc.	Family Case Consultant III	FT	80	HSNEHR	6	01/12/26
16	Shelbie Dykins	530 – PIC Unit	Crisis Investigation Specialist I	PF	80	HSNEHR	5	12/22/25
17	Phillip Hines	530 – PIC Unit	Crisis Investigation Specialist I	PF	80	HSNEHR	5	12/22/25
18	Larissa Hunsberger	530 – PIC Unit	PIC Case Aide	FT	80	SEIU	10	01/02/26
19	Nicole Kaltenbaugh	530 – PIC Unit	Crisis Investigation Specialist I	PF	80	HSNEHR	5	12/30/25
20	Katelyn Konetsky	540 – MH/DS	Service Coordinator II - MH/TCM	FT	80	HSNEHR	2	11/29/25

- Commissioner Bryan made a motion to approve to the above (Attachment E), 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	Joel Mackler	205 – Courts	Law Clerk	PF	80	LEGL	2	01/05/26

Re-Hire:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Cassandra LaTona-Vega	265 – Prothonotary	Department Clerk II – Civil	PF	80	NEHR	2	01/12/26

Promotion:

#	Name		Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Rebekah Williams	From:	180 – Treasurer's Office	Department Clerk III	FT	80	SEIU	8	
		To:	180 – Treasurer's Office	Tax Clerk	FT	80	SEIU	9	01/01/26

Voluntary Demotion:

#	Name		Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Jordan Wolbert	From:	310 – Court Supervision Svc.	Juvenile Division Supervisor	FT	80	NEHR	9	
		To:	310 – Court Supervision Svc.	House Arrest Officer/Sr. Field Officer	FT	80	NEHR	6	12/21/25

Separation of Employment – Retirement:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Lana Linden	265 – Prothonotary	Prothonotary	FT	80	ELEC		01/02/26

Separation of Employment:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Edward Walsh	205 – Courts	Law Clerk	FT	80	LEGL	2	01/05/26
2	Christi Surmont	265 – Prothonotary	Department Clerk II	PF	80	NEHR	2	12/17/25

12. Planning Commission:

- a. Approval of amendment to the Venango County Subdivision and Land Development Ordinance (SALDO) – Solar Energy Decommissioning Requirements
 - This item was tabled
- b. Approval of 2024 Municipal Solid Waste and recycling Plan (Updated)
 - Commissioner Abramovic made a motion to approve the above, seconded by Commissioner Bryan, aye all.
- c. Approval of RFP Landfill Capacity Agreements
 - Commissioner Bryan made a motion to approve the above, seconded by Commissioner Abramovic, aye all.

13. Two Mile Run County Park:

Kara Kauffman, Park Director, gave an update on park activities.

- a. The Jeep Ride is scheduled to be held January 31. The rain date is February 7.
- b. The Polar Plunge will be February 7. Registration is now open.
- c. The Game Commission is partnering with the park to bring Cabin Fever Days, which will be opportunities for hands-on education workshops

14. County Administration:

- a. Approval of proclamation recognizing Dotty Haggerty
 - Commissioner Abramovic made a motion to approve the above, seconded by Commissioner Bryan, aye all.

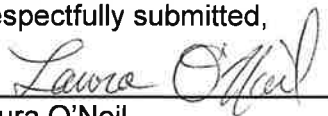
15. Other business: Commissioners Breene and Bryan recognized Commissioner Abramovic for his 10 years of service as a Venango County Commissioner, since this is his last Commissioner Board Meeting as County Commissioner, and they presented him with a certificate of appreciation, which was prepared by the ever-efficient administrative assistant and chief clerk.

16. Public Comment: None

17. The meeting adjourned at 4:59 p.m. upon a motion by Commissioner Abramovic, seconded by Commissioner Bryan, aye all.

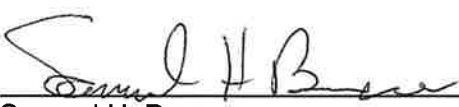
NEXT MEETING DATE: The next public meeting will be held at 4:30 p.m. February 10, 2026, in Room 100 of the Courthouse Annex to conduct county business.

Respectfully submitted,

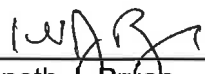


Laura O'Neil
Administrative Assistant

Reviewed by:



Samuel H. Breene



Kenneth J. Bryan



Albert A. Abramovic