

COMMISSIONER BOARD MINUTES

February 10, 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
Dorothy "Dottie" Tawney, Chief Clerk
Laura O'Neil, Admin. Assistant
Rich Winkler, Solicitor
Diona Brick, Fiscal
Laura Anna, Elections

Amie Wood-Wessell, HS
Mark Seigworth, 911
Erik Johnson, Planning
Justin Wolfe, HR
Kara Kauffman, County Park
Eric Reamer, Pastor
Kara O'Neil, The Derrick.

Rev. Eric Reamer, Free Christian Church, Oil City, 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 4:35 p.m.
2. Commissioner Bryan made a motion to amend the agenda for February 10, 2026, to add item 11. c. *Ratification of UPMC agreement*, seconded by Commissioner Breene, aye all.
3. Commissioner Bryan made a motion to approve the minutes from the January 13, 2026 meeting, seconded by Commissioner Breene, aye all.
4. There was no public comment on the Commissioner Board Agenda.
5. **Court Administration:** No business to be presented.
6. **Row Offices:**
 - a. Ratification of contract with SAVIN for victim notifications
 - Commissioner Bryan made a motion to approve the above, seconded by Commissioner Breene, aye all.
7. **Prison:** No business to be presented.
8. **Community Services Administration:**
 - a. Approval of Hangar Lease of Hangar 9-5 with Glenn Usechak (Airport)
 - Commissioner Bryan made a motion to approve the above, seconded by Commissioner Breene, aye all.
 - b. Approval of Contract with USDA to provide annual Wildlife Hazard Management training to airport staff (Airport)
 - Commissioner Bryan made a motion to approve the above, seconded by Commissioner Breene, aye all.
 - c. Approval of First Amendment to Lease for Airport Restaurant (Airport)
 - Commissioner Bryan made a motion to approve the above, seconded by Commissioner Breene, aye all.
 - d. Approval of three-year contract with Regroup Mass Notification (911)
 - Commissioner Bryan made a motion to approve the above, seconded by Commissioner Breene, aye all.
 - e. Approval of contract with Mobilcom to furnish and install network cables to support 911 infrastructure (911)
 - Commissioner Bryan made a motion to approve the above, seconded by Commissioner Breene, aye all.

9. Human Services:

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

Attachment C – Human Service Contracts

2025-2026 Contract

Amendments:

Item 1: Active Aging, Inc.

OAS

Synopsis: Request Commissioners' approval to add an amendment of an existing contract with Active Aging, Inc.

Purpose of Contract: To amend the existing contract and provide PA Medi Counseling to Venango County Older Adult Services as back up in the event OAS does not have PA Medi Staff at the rate of \$32.00 per hour.

Item 2: Alliance for Non-Profit – E-Systems

SUD

Synopsis: Request Commissioners' approval to renew an existing contract with Alliance for Non-Profit – E-Systems for the period of July 1, 2025 through June 30, 2026.

Purpose of Contract: To cover the monthly usage fee of \$850 per month for Case Management and Authorization software for SUD.

Annual Amount: \$10,200

Ratifications:

Item 1: Mars Home for Youth Family Services (MHY)

CYFS

Request Commissioners approval for ratification of Mars Home for Youth Family Services (MHY) contract to provide;

Multisystemic Therapy (MST) at a rate of \$65.00 per day - MAX of \$51,422.00 Multisystemic Therapy PSB at a rate of \$65.00 per day - MAX of \$31,872.00

High Fidelity Wraparound (HFW) at a rate of \$33.58 per unit - MAX of \$279,999.00

Provide Intensive Aftercare Program (IAP) at a rate of \$39.70 per unit - MAX of \$86,000.00

Item 2: JusticeWorks YouthCare, Inc.

CYFS

Request Commissioners approval for ratification of JusticeWorks YouthCare, Inc. contract to provide;

The VIP Program for JPO at a rate of \$115.00 per unit up to the Max of \$69,000.00

The IL Program for JPO at a rate of \$121.88 per unit up to the Max of \$84,365.00

The Culinary Program for JPO for Occupancy/Utilities to the Max of \$5,386.00

The IL/Stipend Program for JPO as needed (this is based on the goals met by each individual)

Item 3: Keystone Leadership Coaching, LLC

CYFS

Request Commissioners approval for ratification of Keystone Leadership Coaching, LLC contract to provide; Venango County Coach Approach to Adaptive Leadership Training Services Contract.

Other ITEMS:

Item 1: Approval of CYFS Resource Family Agreements

CYFS

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

Item 2: Older Adult Services Advisory Council

OAS

Request Commissioners approval to appoint Terry Fay for a three-year term on the Venango County Older Adult Services Advisory Council.

Item 3: Administrative Entity Operating Agreement

ID

Request Commissioners approval to enter into agreement with Department of Human services to function as the Administrative Entity. The AE will conduct administrative functions of the Consolidated, Person/family Directed services, Community living, waivers, waivers for prospective waiver participants, Targeted Supports management and waiver participants and for the purpose of the AE conducting level of care evaluation of prospective waiver participants for the consolidated, P/FDS, Community Living and Adult Autism Waivers.

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

10. FINANCE ADMINISTRATION:

a. Warrants – Attachment D:

Attachment D – Fiscal Warrants

011626	\$1,276,568.95	Non-Human Services Warrant
HS011526	\$126,866.54	Human Services Warrant
HS011626	\$377,864.47	Human Services Warrant
HS011426	\$6,074.44	Human Services Warrant
012326	\$884,025.05	Non-Human Services Warrant
HS012326	\$494,965.02	Human Services Warrant
013026	\$466,952.58	Non-Human Services Warrant
HS013026	\$243,498.36	Human Services Warrant
HS012826	\$40,616.00	Human Services Warrant
020626	\$143,428.73	Non-Human Services Warrant
HS020626	\$413,317.32	Human Services Warrant
TOTAL	\$4,474,177.46	

- Commissioner Bryan made a motion to approve the above (Attachment D), seconded by Commissioner Breene, aye all.
- b. Ratification of Revise Contract for Web Services
- Commission Bryan made a motion to approve the above, seconded by Commissioner Breene, aye all.

Fiscal Agent for NWPAERG (Northwest PA Emergency Response Group)

a. Ratification of Contract with Bruce Eicher

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

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	Jason Batykefer	305 – Prison	Warden	PF	80	EXEM	4	02/02/26
2	Logan Confer-Sampsell	305 – Prison	Corrections Officer	PF	80	AFSCME	11	01/12/26
3	Joshua Kriston	305 – Prison	Corrections Officer	PF	80	AFSCME	11	01/12/26
4	John Nuhfer	305 – Prison	Corrections Officer	PF	80	AFSCME	11	01/12/26
5	Justin Plemmons	305 – Prison	Corrections Officer	PF	80	AFSCME	11	01/12/26
6	Maxwell Roberts	305 – Prison	Corrections Officer	PF	80	AFSCME	11	01/19/26
7	Emily Stone	305 – Prison	Corrections Officer	PF	80	AFSCME	11	01/12/26
8	Noah Stump	305 – Prison	Corrections Officer	PF	80	AFSCME	11	01/19/26

9	Allison Attinger	520 – Children & Youth Svc.	CPS/GPS Investigator I	PF	80	HSNEHR	4	02/02/26
10	Amanda Boal	520 – Children & Youth Svc.	Family Case Consultant I	PF	80	HSNEHR	4	01/21/26
11	Jennifer Drda	520 – Children & Youth Svc.	Family Case Consultant I	PF	80	HSNEHR	4	01/20/26
12	Allison Attinger	520 – Children & Youth Svc.	CPS/GPS Investigator I	PF	80	HSNEHR	4	01/06/26

Temporary New Hire:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Madelyn McCoy	520 – Children & Youth Svc.	Service Coordination Intern	TP	80	NEHR	1	01/20/26
2	Mollee McCullough	520 – Children & Youth Svc.	Service Coordination Intern	TP	80	NEHR	1	01/20/25

Re-Hire:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Brendan Domres	305 – Prison	Corrections Officer	PF	80	AFSCME	11	01/26/26
2	Lindsey McElhattan	305 – Prison	Corrections Officer	PF	80	AFSCME	11	01/19/26
3	Terry Stevens	305 – Prison	Corrections Officer	PF	80	AFSCME	11	02/02/26

Promotion:

#	Name		Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Ellen Foy	From:	305 – Prison	Field Training Officer	FT	80	AFSCME	11	
		To:	305 – Prison	Correctional Sergeant	FT	80	AFSCME	11	01/04/26
2	Curt Leicher	From:	305 – Prison	Correctional Sergeant	FT	80	AFSCME	11	
		To:	305 – Prison	Correctional Lieutenant	FT	80	NEHR	8	01/23/26
3	Kelly McCoy	From:	305 – Prison	Corrections Officer	FT	80	AFSCME	11	
		To:	305 – Prison	Field Training Officer	FT	80	AFSCME	11	01/04/26
4	Matthew Ryan	From:	305 – Prison	Corrections Officer	FT	80	AFSCME	11	
		To:	305 – Prison	Correctional Sergeant	FT	80	AFSCME	11	01/04/26
5	Kyle Sanders	From:	305 – Prison	Corrections Officer	FT	80	AFSCME	11	
		To:	305 – Prison	Correctional Sergeant	FT	80	AFSCME	11	01/04/26
6	Tonya Allen	From:	520 – Children & Youth Svc.	Department Clerk III - Floater	FT	80	SEIU	8	
		To:	520 – Children & Youth Svc.	Department Clerk IV	FT	80	SEIU	9	01/18/26
7	Lacey Sampson	From:	530 – PIC Unit	Crisis Investigation Specialist II	FT	80	HSNEHR	6	
		To:	520 – Children & Youth Svc.	CPS/GPS Supervisor	FT	80	HSEXEM	1	01/18/26

Rate Adjustment:

#	Name		Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Ashley Pifer	From:	520 – Children & Youth Svc.	Service Coordination Supervisor	FT	80	HSEXEM	1	
		To:	520 – Children & Youth Svc.	Service Coordination Supervisor	FT	80	HSEXEM	1	12/27/25

Voluntary Demotion:

#	Name		Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Tiffani Manning	From:	305 – Prison	Correctional Sergeant	FT	80	AFSCME	11	
		To:	305 – Prison	Corrections Officer	FT	80	AFSCME	11	01/04/26

End of Probation:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Dave Hartle	160 – Maintenance	Maintenance Worker III	FT	80	SEIU	10	01/22/26
2	Fred Mays	160 – Maintenance	Maintenance Worker IV	FT	80	SEIU	12	01/22/26
3	Sheridyn Umstead	510 – Older Adult Services	Aging Case Aide	FT	80	SEIU	10	01/24/26
4	Barbara Lawrence	520 – Children & Youth	Family Case Consultant I	FT	80	HSNEHR	4	12/23/25
5	Drew Mears	520 – Children & Youth	CPS/GPS Investigator I	FT	80	HSNEHR	4	01/21/26

Separation of Employment:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Albert “Chip” Abramovic	110 – Commissioners’ Office	Commissioner	FT	80	ELEC		01/31/26
2	Robyn Stevens	140 – Tax Claim	Senior Tax Clerk	FT	80	SEIU	12	02/13/26
3	Clyde Miranda	305 – Prison	Correctional Lieutenant	PF	80	NEHR	8	01/03/26
4	Kamdyn Reagle	305 – Prison	Corrections Officer	PF	80	AFSCME	11	01/09/26
5	Taylor Steetle	305 – Prison	Corrections Officer	PF	80	AFSCME	11	01/12/26
6	Tessa Fleeger	520 – Children & Youth	Child Welfare Case Aide	PF	80	SEIU	10	02/02/26
7	Makayla Keating	520 – Children & Youth	Department Clerk III	PF	80	SEIU	8	01/09/26
8	A. Michelle Mehlburger	530 – PIC Unit	OAS Protective Services Investigator	PT	30	HSNEHR	4	01/23/26
9	Christy McCann	570 – Housing	Housing Supports Coordinator II	FT	80	HSNEHR	2	01/08/26

Correction to 01/13/26 HR Agenda:**Separation of Employment:**

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	William McCloskey	520 – Children & Youth Svc.	Family Case Consultant III	FT	80	HSNEHR	6	01/12/26

Note: Employee rescinded resignation and remains employed.

- Commissioner Bryan made a motion to approve to the above (Attachment E), seconded by Commissioner Breene, 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	David Kaye	180 – Treasurer's Office	Department Clerk II – Commonwealth	PF	40	SEIU	8	02/02/26

Promotion:

#	Name		Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Larissa Andres	From:	250 – Register & Recorder	Department Clerk II – Orphan Court	FT	80	NEHR	2	
		To:	250 – Register & Recorder	2 nd Deputy Register & Recorder	FT	80	NEHR	4	02/02/26

Bonus:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Isaac Hastings	310 – Court Supervision Svc.	Director of Court Supervision	FT	80	EXEM	4	01/13/26
<i>Note: Annual payment for acceptance and coordination of DUI School Instruction responsibilities.</i>								

Separation of Employment:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Victoria Bowser	250 – Register & Recorder	2 nd Deputy Register & Recorder	FT	80	NEHR	4	01/30/26
2	Hannah Faraone	270 – Sheriff's Office	Administrative Assistant II	FT	80	NEHR	5	01/15/26

c. Ratification of UPMC agreement

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

12. Planning Commission:

- Approval of amendment to the Venango County Subdivision and Land Development Ordinance (SALDO) – Solar Energy Decommissioning Requirements
 - Commissioner Bryan made a motion to approve the above, seconded by Commissioner Breene, aye all.
- Approval of Resolution 2026-01 to set fees for engineer review of proposed land developments and subdivisions
 - Commissioner Bryan made a motion to approve the above, seconded by Commissioner Breene, aye all.
- Approval of Resolution 2026-03 to appoint Kathy Cochran to the Planning Commission Board of Directors
- Approval of Resolution 2026-04 to appoint Nick Melnick to the Planning Commission Board of Directors
 - Commissioner Bryan made a motion to approve the above two appointments, seconded by Commissioner Breene, aye all.

13. Two Mile Run County Park:

- a. Approval of Contract with Brush Run Lumber for timbering at the park
 - Commissioner Bryan made a motion to approve the above, seconded by Commissioner Breene, aye all.

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

- b. The Game Commission is partnering with the park to bring Cabin Fever Days, which will be free opportunities for hands-on education workshops
- c. The Jeep Ride was cancelled due to weather conditions
- d. The Polar Plunge is moved to be held on Feb. 14

14. County Administration:

- a. Approval of Contract with Contempo Tech Cleaning Services
 - Commissioner Bryan made a motion to approve the above, seconded by Commissioner Breene, aye all.
- b. Approval of a three-year Contract with Cummins Sales and Service to service generators
 - Commissioner Bryan made a motion to approve the above, seconded by Commissioner Breene, aye all.
- c. Approval of proclamation for Business of the Year
- d. Approval of proclamation for Business Partner of the Year
- e. Approval of proclamation for Citizen of the Year
 - Commissioner Bryan made a motion to approve the above three proclamations, seconded by Commissioner Breene, aye all.

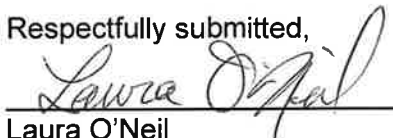
15. Other business: None

16. Public Comment: Eric Reamer asked for more details regarding agenda item 12. a.

17. The meeting adjourned at 5:02 p.m. upon a motion by Commissioner Bryan, seconded by Commissioner Breene, aye all.

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

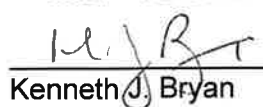
Respectfully submitted,



Laura O'Neil
Administrative Assistant

Reviewed by:



Samuel H. Breene


Kenneth J. Bryan
