

COMMISSIONER BOARD MINUTES

April 14, 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 Timothy Heffernan
Dorothy "Dottie" Tawney, Chief Clerk
Laura O'Neil, Admin. Assistant
Rich Winkler, Solicitor
Diona Brick, Fiscal
Laura Anna, Elections
Justin Wolfe, HR

Joshua Sterling, Planning
Amie Wood-Wessell, HS
Jeannie Ritchey, Treasurer
Kara Kauffman, Park
Kara O'Neil, The Derrick
Scott Kennedy, Rocky Grove Community
Connie Shull, Relay For Life
Doug Strawn, Canal Wesleyan Methodist
Keith Klingler, community member

Rev. Doug Strawn, Canal Wesleyan Methodist Church, Utica, 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 approve the agenda for April 14, 2026, seconded by Commissioner Heffernan, aye all.
3. Commissioner Bryan made a motion to approve the minutes from the March 10, 2026 meeting, seconded by Commissioner Heffernan, 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:**
 - a. Ratification of Amendment with Southern Healthcare to add Electronic Medical Records
 - Commissioner Heffernan made a motion to approve the above, seconded by Commissioner Bryan, aye all.
8. **Community Services Administration:**
 - a. Ratification of contract with Butler County Hazardous Materials Response Team 100
 - Commissioner Bryan made a motion to approve the above, seconded by Commissioner Heffernan, aye all.
 - b. Ratification of contract with Huckestein Mechanical to provide preventative maintenance and inspect terminal HVAC system (Airport)
 - Commissioner Heffernan made a motion to approve the above, seconded by Commissioner Bryan, aye all.
 - c. Approval of hangar lease with Glenn Usechak for hangar 12-14 (Airport)
 - Commissioner Heffernan 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: Ellen O'Brien Gaiser Addiction Center, Inc.

SUD

Synopsis: Request Commissioners' approval for the renewal of Ellen O'Brien Gaiser Addiction Center, Inc. Contract for the period of January 1, 2026 thru June 30, 2026.

Purpose of Contract: To provide Non-Hospital residential treatment at the rate of \$294/day – MAT to be billed at actual pharmacy cost.

Item 2: UPMC Western Behavioral Health at Safe Harbor

SUD

Synopsis: Request Commissioners' approval for the renewal of UPMC Western Behavioral Health at Safe Harbor Contract for the period of January 1, 2026 thru June 30, 2026.

Purpose of Contract: To provide Outpatient Services at a rate of \$20/ 15-minute unit and/or MAT at actual pharmacy cost for Women and Pregnant women within the post-partum period.

Item 3: Firetree, Ltd.

SUD

Synopsis: Request Commissioners' approval for the renewal of Firetree, Ltd. Contract for the period of January 1, 2026 thru June 30, 2026.

Purpose of Contract: To provide Non-Hospital residential treatment at a rate of \$240.64/day, halfway house 3.1 at \$175.10 at facility #327030 – Halfway house for males at \$171.00/day – MAT to be billed at actual pharmacy cost.

Item 4: Sojourner House

SUD

Synopsis: Request Commissioners' approval for the renewal of Sojourner House Contract for the period of January 1, 2026 thru June 30, 2026.

Purpose of Contract: To provide Non-Hospital residential services at a rate of \$408.45/Day.

Item 5: Gateway Rehabilitation

SUD

Synopsis: Request Commissioners' approval for the renewal of Gateway Rehabilitation Contract for the period of January 1, 2026 thru June 30, 2026.

Purpose of Contract: Facility 257067 non hospital residential \$264.00/day- facility 041091 non hospital detox \$553.00/day, nonhospital residential \$298.00/day- & non-hospital inpatient \$387.00/day; facility 047043 halfway house \$113.00/day, facility 657055 non hospital detox \$442.00/day non hospital residential \$439.00/day facility 047060 inpatient non-hospital at \$276.00/day; facility 041091 adolescent detox \$571.00/day and residential at \$502.00/day; all facilities mat at pharmacy costs

Item 6: Resolutions Recovery

SUD

Synopsis: Request Commissioners' approval for the renewal of Resolutions Recovery Contract for the period of January 1, 2026 thru June 30, 2026.

Purpose of Contract: To Provide Non-hospital residential at the rate of \$424/day, Non-hospital detox at the rate of \$504/day – MAT to be billed at actual pharmacy cost.

Item 7: Pyramid Healthcare, Inc.

SUD

Synopsis: Request Commissioners' approval for the renewal of Pyramid Healthcare, Inc. Contract for the period of January 1, 2026 thru June 30, 2026.

Purpose of Contract: Facility #707233 detox: 3.7 wm - \$444.01/day, 3.7 - \$302.51/day, 3.7 enh - \$355.01/day; residential 3.5 - \$348.24/day; 3.5 enh - \$365.66 facility #077019 detox: 3.7 wm - \$435.00/day, 3.7 - \$367.00/day, 3.7 enh - \$360.00/day; residential 3.5 - \$309.00/day; 3.5 enh - \$338.00 facility #707235 residential - 3.5 \$321.67; – MAT to be billed at actual pharmacy cost.

Item 8: Oil Region Recovery**SUD**

Synopsis: Request Commissioners' approval for the renewal of Oil Region Recovery, Contract for the period of January 1, 2026 thru June 30, 2026.

Purpose of Contract: Provide non-hospital detoxification services at a rate of \$416 per day

Provide non-hospital residential services at a rate of \$252.00 per day

Outpatient services \$35.5/15 min unit or group \$10.87/15 min unit

Intensive outpatient services \$10.87/15 min unit – MAT to be billed at actual pharmacy cost.

Item 9: White Deer Run/Cove Forge**SUD**

Synopsis: Request Commissioners' approval for the renewal of White Deer Run/Cove Forge, Contract for the period of January 1, 2026 thru June 30, 2026.

Purpose of Contract: Facility #367058 non-hospital detox at \$396.00/day,

Non-hospital residential at \$363.00/day, non-hospital co-occurring at \$372.00/day

Facility #601031 non-hospital detox at \$371.00/day, non-hospital residential at \$325.00/day, non-hospital residential co-occurring at \$336.00/day

Facility #077009 non-hospital detox at \$363.00/day, non-hospital residential at \$303.00/day and non-hospital co-occurring at \$362.00/day

MAT to be billed at actual pharmacy cost.

Item 10: Gaudenzia, Inc.**SUD**

Synopsis: Request Commissioners' approval for the renewal of Gaudenzia, Inc., Contract for the period of January 1, 2026 thru June 30, 2026.

Purpose of Contract: Provide halfway house services at a rate of \$237.00/day for females at facility #257046 and \$166.00 per day for males at facility #257048

Non-hospital inpatient residential services @ rate of \$400.00/day at facility #257087

Non-hospital inpatient detoxification services @ rate of \$452.00/day at facility #251087, Non-hospital detox 3.7 w/m at rate of \$447/day at facility #251086 inpatient residential at a rate of \$260.00/day at facility #251086, detox at \$351.00 and dual residential services at \$275.00.

MAT to be billed at actual pharmacy cost.

Item 11: Family Services and Children's Aid Society – SAP Liaison Program**SUD**

Synopsis: Request Commissioners' approval for the renewal Family Services and Children's Aid Society – SAP Liaison Program, Contract for the period of January 1, 2026 thru June 30, 2026.

Purpose of Contract: 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 \$80,623 (FY 25-26) -with a remaining balance of \$43,636.68 for Jan - June 26

Item 12: Health Choices Community Based Services Agreement**MHDS**

Synopsis: Request Commissioners' approval for the renewal Health Choices Community Based Services Agreement, Contract for the period of January 1, 2026 thru December 31, 2026.

Purpose of Contract: To provide behavioral health services to residents of Venango County through Community Based Organization Services (CBO) and Community Based Care Management Services (CBCM). Services shall not exceed \$101,337.00.

Item 13: Davis Archway Treatment Center**SUD**

Synopsis: Request Commissioners' approval for the renewal of Davis Archway Treatment Center, Contract for the period of January 1, 2026 thru June 30, 2026.

Purpose of Contract: Provide non-hospital detox at facility #107112 at a rate of \$553.00/day, non-hospital residential services at facility #107112 at a rate of \$316.00/day, and a halfway house at facility #107036 at a rate of \$161.00/day

MAT to be billed at actual pharmacy cost.

Amendments:**Item 1: Administrative Service Agreement****MHDS**

Request Commissioners approval to amend the existing Service Agreement with Southwest Behavioral Health Management, date effective January 1, 2025.

Purpose of Amendment: To receive an advance of Administrative Funding for the 2026-2027 Term. This advance shall not exceed Three (3) months, or Ninety (90) days.

Addendums:**Item 1: Family Services and Children's Aid Society****CYFS**

Request Commissioners approval to add an addendum to the existing contract with Family Services and Children's Aid Society for the period of July 1, 2025 through June 30, 2026. This will include approval for Lice/Bedbug Program Supplies.

CYFS -Parent Support \$19,570.00

Lice/Bedbug-Parent Support \$20.00.00

Contract total to remain in budget: \$54,570.00

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

Request Commissioners approval to enter THREE 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 Heffernan, aye all.

10. FINANCE ADMINISTRATION:

a. Warrants – Attachment D:

Attachment D – Fiscal Warrants

031326	\$229,229.83	Non-Human Services Warrant
HS031226	\$114,567.02	Human Services Warrant
HS031326	\$178,477.44	Human Services Warrant
032026	\$527,394.44	Non-Human Services Warrant
HS032026	\$352,646.57	Human Services Warrant
032726	\$756,188.00	Non-Human Services Warrant
SP032326	\$11,997.41	Non-Human Services Warrant
SP032426	\$50,000.00	Non-Human Services Warrant
HS032726	\$351,103.91	Human Services Warrant
SP032526	\$920.50	Non-Human Services Warrant
040326	\$313,871.17	Non-Human Services Warrant
SP033026	\$1,000.00	Non-Human Services Warrant
HS040226	\$277,124.36	Human Services Warrant
SP033126	\$5,600.00	Non-Human Services Warrant
041026	\$512,896.05	Non-Human Services Warrant
HS040726	\$4,755.20	Human Services Warrant
HS041026	\$168,265.54	Human Services Warrant
TOTAL	\$3,856,037.44	

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

- b. Ratification of Cost Allocation Plan Document for 2026 based on 2024 actual costs
- Commissioner Bryan made a motion to approve the above (Attachment D), seconded by Commissioner Heffernan, 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	John Austin	305 – Prison	Corrections Officer	PF	80	AFSCME	11	04/06/26
2	David Bailey	305 – Prison	Corrections Officer	PF	80	AFSCME	11	03/16/26
3	Trista Cherish	305 – Prison	Administrative Assistant II	PF	80	NEHR	5	03/31/26
4	Jordan Domres	305 – Prison	Corrections Officer	PF	80	AFSCME	11	04/06/26
5	Robert Fattler	305 – Prison	Corrections Officer	PF	80	AFSCME	11	03/17/26
6	Kyle Hagan	305 – Prison	Corrections Officer	PF	80	AFSCME	11	04/20/26
7	Richard Soto	305 – Prison	Corrections Officer	PF	80	AFSCME	11	03/23/26
8	Lorilee West	305 – Prison	Corrections Officer	PF	80	AFSCME	11	03/16/26
9	Robert McCauley	325 – 911 Center	Telecommunicator I	PF	80	NEHR	5	03/17/26
10	Rawn Kerr	520 – Children & Youth Svc.	Family Case Consultant I	PF	80	HSNEHR	4	04/13/26
11	Jessica Luce	520 – Children & Youth Svc.	Child Welfare Case Aide	PF	80	SEIU	10	03/16/26
12	William Latchaw	520 – Children & Youth Svc.	Department Clerk III – Floater	PF	80	SEIU	8	03/30/26
13	Christopher Pollitt	520 – Children & Youth Svc.	Family Case Consultant I	PF	80	HSNEHR	4	03/16/26
14	Andrew Henderson	530 – PIC Unit	Crisis Investigation Specialist I	PF	80	HSNEHR	5	03/02/26

Promotion:

#	Name		Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Nathaniel Milner	From:	145 – Assessment	Data Collector	FT	80	NEHR	5	
		To:	145 – Assessment	Field Assessor	FT	80	NEHR	7	03/30/26
2	Spencer Mehlburger	From:	530 – PIC Unit	OAS Protective Services Investigator II	FT	80	HSNEHR	5	
		To:	530 – PIC Unit	OAS Protective Services Investigator III	FT	80	HSNEHR	6	03/31/26
<i>Note: Completion of Step Program step-up requirements.</i>									
3	Rebekah King	From:	570 – CSS/Housing	CSS Housing Supervisor	FT	80	HSEXEM	1	
		To:	570 – CSS/Housing	CSS Program Manager	FT	80	HSEXEM	2	03/15/26

Change in Employment Status:

#	Name		Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Erin Janidlo	From:	325 – 911 Center	Telecommunicator I	FT	80	NEHR	5	
		To:	325 – 911 Center	Telecommunicator I	TP	40	NEHR	5	03/30/26

Rate Adjustment:

#	Name		Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Anthony Faraone	From:	305 – Prison	Deputy Warden	FT	80	EXEM	2	
		To:	305 – Prison	Deputy Warden	FT	80	EXEM	2	03/01/26
2	Todd Martin	From:	520 – Children & Youth Svc.	Program Specialist – Triple P	FT	80	HSNEHR	5	
		To:	520 – Children & Youth Svc.	Program Specialist – Triple P	FT	80	HSNEHR	5	03/15/26
<i>Note: Completion of Step Program step-up requirements.</i>									
3	April McKnight	From:	530 – PIC Unit	Screeners/Assessor III	FT	80	HSNEHR	6	
		To:	530 – PIC Unit	Screeners/Assessor III	FT	80	HSNEHR	6	04/16/26
<i>Note: Completion of Step Program step-up requirements.</i>									
4	Courtney Woods	From:	530 – PIC Unit	Sr. Service Coordination Supervisor	FT	80	HSEXEM	2	
		To:	530 – PIC Unit	Sr. Service Coordination Supervisor	FT	80	HSEXEM	2	04/28/26
<i>Note: Completion of Step Program step-up requirements.</i>									

End of Probation:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Laini Vogan	145 – Assessment	Department Clerk III	FT	80	SEIU	8	03/15/26
2	Bobbi Gonzalez	510 – Older Adult Svc.	Aging Case Aide	FT	80	SEIU	10	03/20/26
3	DeRel Black	520 – Children & Youth Svc.	Family Case Consultant I	FT	80	HSNEHR	4	03/02/26
4	Daniel Reed	535 – Substance Abuse	Case Mgmt. Specialist – Re-Entry/Inmate Svc.	FT	80	HSNEHR	4	03/15/26
5	Rae Sherk	540 – MH/DS	Clinical Manager	FT	80	HSEXEM	2	02/18/26

Separation of Employment:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	James Johnson	160 – Maintenance	Administrative Assistant II	PF	40	SEIU	10	03/09/26
2	Emily Crate	305 – Prison	Corrections Officer	PF	80	AFSCME	11	01/02/26
3	Johnathan Deloe-Nuhfer	305 – Prison	Corrections Officer	PF	80	AFSCME	11	03/10/26
4	Kristen Griffith	305 – Prison	Corrections Officer	PF	80	AFSCME	11	03/06/26
5	Krystal Tighe	325 – 911 Center	Telecommunicator I	PF	80	NEHR	5	03/17/26
6	Erica Nesbit	520 – Children & Youth	CPS/GPS Investigator I	PF	80	HSNEHR	4	04/03/26

Separation of Employment Cont.:

7	Ryan Schmitt	520 – Children & Youth	CPS/GPS Investigator I	PF	80	HSNEHR	4	03/06/26
8	Rebecca Seigworth	520 – Children & Youth	Outreach Case Consultant I	PF	80	HSNEHR	1	04/01/26
9	Andrew Henderson	530 – PIC Unit	Crisis Investigation Specialist I	PF	80	HSNEHR	5	04/01/26
10	Chance Sickman	530 – PIC Unit	PIC Case Aide	FT	80	SEIU	10	03/18/26

- Commissioner Bryan made a motion to approve to the above (Attachment E), seconded by Commissioner Heffernan, 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	Kristen Huth	250 – Register & Recorder	Department Clerk II – Index Room	PF	80	NEHR	2	03/30/26

Promotion:

#	Name		Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Stephanie Alex	From:	270 – Sheriff's Office	Administrative Assistant I	FT	80	NEHR	4	
		To:	270 – Sheriff's Office	Administrative Assistant II	FT	80	NEHR	5	03/01/26

Separation of Employment:

#	Name	Dept	Position	Status	Hr/Pay	Group	Grade	Effective
1	Alyssa Kapp	240 – MDJ 3-4	Legal Secretary II	FT	75	NEHR	3	03/16/26
2	Taylor Aguilar	265 – Prothonotary	Department Clerk II	FT	80	NEHR	2	11/05/25

12. Planning Commission:

- Approval of agreement with Mahantango Enterprises for tire recycling
 - Commissioner Bryan made a motion to approve the above, seconded by Commissioner Heffernan, aye all.
- Approval of Letter of Commitment to match DCNR Grand Funding for Two Mile Park Justus Lake Boat Launch/Fishing Pier Project
 - Commissioner Bryan made a motion to approve the above, seconded by Commissioner Heffernan, aye all.
- Approval of Resolution to request DCNR Grant Funding for Two Mile Park Justus Lake Boat Launch/Fishing Pier Project
 - Commissioner Heffernan made a motion to approve the above, seconded by Commissioner Bryan, aye all.
- Approval of Resolution to appoint a Transportation Advisory Committee alternate delegate
 - Commissioner Bryan made a motion to approve the above, seconded by Commissioner Heffernan, aye all.

- e. Approval of agreement with LSSE for surveying and engineering work at Moody Park in Cranberry
 - Commissioner Bryan made a motion to approve the above, seconded by Commissioner Heffernan, aye all.
- f. Approval of Resolution for Fair Housing
- g. Approval of Resolution to appoint Labor Standards Officer
- h. Approval of Resolution to appoint Language Access Coordinator
- i. Approval of Resolution to accept Residential Anti-Displacement and Relocation Assistance Plan
- j. Approval of Resolution to appoint 504 Officer
- k. Approval of Resolution to appoint Fair Housing Officer
- l. Approval of MBE/WBE Plan
- m. Approval of Citizen Participation Plan
 - Commissioner Heffernan made a motion to approve above items f-m, seconded by Commissioner Bryan, aye all.

13. Two Mile Run County Park:

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

- a. The park is very busy with events, activities, fishermen, campers and visitors
- b. The beach will open June 6
- c. The park is currently interviewing and hiring snack shack attendants
- d. New Park Property Manager Joe Dingle has begun work at the park
- e. Approval of contract with Glenn Speer and Chris Weber to continue land management at the park
 - Commissioner Bryan made a motion to approve the above, seconded by Commissioner Heffernan, aye all.

14. County Administration:

- a. Approval of resolution by municipality certifying provision of local match for state operating financial assistance
 - Commissioner Bryan made a motion to approve the above, seconded by Commissioner Heffernan, aye all.
- b. Approval of resolution for the requesting of a statewide local share account grant
 - Commissioner Bryan made a motion to approve the above, seconded by Commissioner Heffernan, aye all.
- c. Approval of proclamation for Susan Williams
 - Commissioner Bryan made a motion to approve the above, seconded by Commissioner Heffernan, aye all.
- d. Approval of proclamation for Relay for Life
 - Commissioner Heffernan made a motion to approve the above, seconded by Commissioner Bryan, aye all.
- e. Approval of Contract with Cummins Sales and Service to service 911 generators
- f. Approval of Proclamation for 4H Week
- g. Approval of Proclamation celebrating William J. Clyde's 100th birthday
 - Commissioner Heffernan made a motion to approve above items e-g, seconded by Commissioner Bryan, aye all.

15. Other business: None

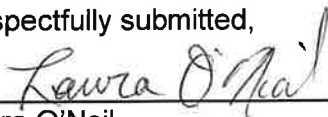
16. Public Comment: Scott Kennedy asked for the Commissioners to consider what can be done to fix a blighted property in Rocky Grove. He also invited them to join the Rocky Grove Block Party on June 6 from 4 to 7 p.m.

Also, Commissioner Bryan announced that the ATV Association is doing well and bringing in revenue for participating municipalities.

17. The meeting adjourned at 5:08 p.m. upon a motion by Commissioner Heffernan, seconded by Commissioner Bryan, aye all.

NEXT MEETING DATE: The next public meeting will be held at 4:30 p.m. May 12, 2026, in Room 100 of the Courthouse Annex to conduct county business.

Respectfully submitted,



Laura O'Neil
Administrative Assistant

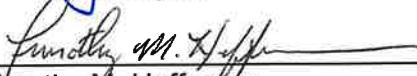
Reviewed by:



Samuel H. Breene



Kenneth J. Bryan



Timothy M. Heffernan