



Reviewed by:   


**SALARY BOARD MINUTES  
JANUARY 12, 2021**

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

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| Commissioner Samuel Breene                   | Marie Plumer, Human Services                  |
| Commissioner Michael Dulaney                 | Luke Kauffman, Two Mile Run County Park       |
| Commissioner Albert Abramovic                | Jason Ruggiero, Planning (via Zoom)           |
| Sabrina Backer, Chief Clerk                  | Rich Ruditis, Airport                         |
| Jamie Kirkwood, Admin. Asst.                 | Kara O'Neil, The Derrick                      |
| Richard Winkler, Solicitor                   | Tina Fenrick, Tina's Taxi and Delivery        |
| Diona Brick, Fiscal                          | Juliet Hilburn, Northern PA Regional College  |
| Justin Wolfe, Human Resources                | Garrett Dvorkin, Titusville Herald (via Zoom) |
| Pastor David Foote, Baptist Temple, Polk, PA |   |

The Retirement Board meeting was convened and adjourned prior to the start of the Salary Board Meeting. The Salary Board Meeting was convened and adjourned prior to the start of the Commissioner Board Meeting.

**CALL TO ORDER:**

Commissioner Breene called the Salary Board meeting to order at 4:35 p.m.

**APPROVAL OF THE MINUTES FROM THE DECEMBER 8, 2020 MEETING:**

Commissioner Dulaney made a motion to approve the minutes from the December 8, 2020 meeting, seconded by Commissioner Abramovic, aye all.

**PUBLIC COMMENT:**

There was no public comment offered on the agenda as presented.

**SALARY BOARD ITEMS FOR CONSIDERATION:**

Mr. Wolfe presented the Salary Board agenda for approval:

**DEPARTMENT #130 HUMAN RESOURCES**

**POSITION RECLASSIFICATION**

From: Recordkeeping Coordinator  
Full-Time  
Non-Exempt Hourly Pay Grade 4  
Effective: 01/01/2021

To: Recordkeeping Coordinator  
Full-Time  
Non-Exempt Hourly Pay Grade 5  
Effective: 01/01/2021

**DEPARTMENT #260 DISTRICT ATTORNEY**

**CREATE**

First Assistant District Attorney  
Full-Time  
Legal Exempt Pay Grade 3  
Effective: 01/04/2021

**ABOLISH**

Assistant District Attorney  
Full-Time  
Legal Exempt Pay Grade 2  
Effective: 01/04/2021

**DEPARTMENT #325 911**

**CREATE**

Telecommunicator II (2 positions)  
Full-Time  
Non-Exempt Hourly Pay Grade 5  
Effective: 12/27/2020

**ABOLISH**

Telecommunicator I (2 positions)  
Full-Time  
Non-Exempt Hourly Pay Grade 3  
Effective: 12/27/2020

- Commissioner Abramovic made a motion to approve the above Salary Board Agenda items, seconded by Commissioner Dulaney, aye all.

**OTHER BUSINESS:**

There was no other business to be conducted.

**PUBLIC COMMENT:**

There was no public comment offered.

**ADJOURNMENT:**

The meeting was adjourned at 4:36 p.m. upon a motion by Commissioner Dulaney and a second by Commissioner Abramovic, aye all.

Respectfully submitted,

  
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Jamie L. Kirkwood  
Administrative Assistant