

**VENANGO TECHNOLOGY CENTER  
JOINT COMMITTEE  
1 Vo-Tech Drive  
Oil City, Pennsylvania 16301**

**MINUTES**

**August 5, 2013**

The regular meeting of the Venango Technology Center Joint Committee was held this evening in the Conference Room of the Venango Technical Center, 1 Vo-Tech Drive, Oil City, PA 16301. Chairman Carson called the meeting to order at seven o'clock (7:00) p.m.

Chairman Carson asked the members to pause for a moment of silence.

Chairman Carson asked the members to stand for the Pledge of Allegiance.

**Roll Call:** Present: Patty Feroz, Robert Betzold, Ronald Lytle, John Mehalic, Karen Woods, Catherine Bollinger, Randy Seitz, Dwight Proper, Sue Clarke, Todd Carson

Absent: None

Also Present: Mr. Mario Fontanazza, Mr. Jeff Clark, Mr. Martin Conti

Chairman Carson stated the Joint Committee members had received copies of the Minutes of the June 3, 2013 meeting in the mail. He asked if there were any additions, corrections or deletions.

Mrs. Woods, seconded by Mrs. Feroz, moved to approve the Minutes of the June 3, 2013 meeting.

**Roll Call:** Ayes: Patty Feroz, Robert Betzold, Ronald Lytle, John Mehalic, Karen Woods, Catherine Bollinger, Randy Seitz, Dwight Proper, Sue Clarke, Todd Carson

Nays: None, motion carried.

The Treasurer's and Secretary's Report as of June 30, 2013 and August 5, 2013 and the Special Account Report as of June 30, 2013 were submitted for information.

Mrs. Woods, seconded by Mrs. Clarke, moved to approve the Treasurer's and Secretary's Report as of June 30, 2013 and August 5, 2013 and the Special Account Report as of June 30, 2013. Motion unanimously carried.

A list of bills was submitted for approval as follows:

6/7 – 6/30/13 - \$ 753,650.16

7/1 – 8/05/13 - \$ 717,086.26

Mr. Seitz, seconded by Mrs. Woods, moved to approve for payment the lists of bills as submitted.

Chairman Carson asked if there were any questions. Mr. Adams commented that since there were two new members, he would detail several items to allow those members to understand what some of the common transactions are.

**Roll Call:** Ayes: Patty Feroz, Robert Betzold, Ronald Lytle, John Mehalic, Karen Woods, Catherine Bollinger, Randy Seitz, Dwight Proper, Sue Clarke, Todd Carson

Nayes: None, motion carried.

Under Communications, the Minutes of the Professional Advisory Committee Meeting of 7/18/13 were presented as information. Mr. Fontanazza detailed several items that were discussed.

The calendar of events and monthly enrollment reports were also distributed.

An executive session for personnel matters was called at 7:11 p.m.

The meeting reconvened at 7:44 p.m.

Mr. Seitz stepped out of the room at 7:45 p.m.

Mr. Seitz returned to the meeting at 7:46 p.m.

Chairman Carson requested that action items 7. a - h, excluding item g, be combined as one motion. Mrs. Woods, seconded by Mr. Mehalic, moved to approve action items 7. a - h, excluding item g, as follows:

- a) Permission for Pat Adams, Larry Baughman, and Jeannette Slater to attend the annual PACTA workshop on September 19<sup>th</sup> and 20<sup>th</sup> 2013 in State College at a cost not to exceed \$1,300.00 – Funding – local
- b) Permission for Martin Conti to attend the 2013 PCEA conference October 15 – 16, 2013, in State College at a cost not to exceed \$700.00 – Funding – local
- c) Approve Budget Transfers for 2012-2013
- d) Accept the resignations of Christine Ditz, administrative assistant for Warren Practical Nursing, Patricia McClain, part-time instructor for Warren Practical Nursing and Brent Schlosser, Technology assistant
- e) Approve advertising for the positions of administrative assistant at Warren Practical Nursing, Part-time instructor at Warren Practical Nursing and Technology/Maintenance assistant.
- f) Approve hiring of Heidi Brown as Practical Nursing instructor Warren at Step 1, Column B of the collective bargaining agreement, \$44,207.00 for 184 days
- h) Approve substitute instructor lists for 2013-2014 as presented.

**Roll Call:** Ayes: Patty Feroz, Robert Betzold, Ronald Lytle, John Mehalic, Karen Woods, Catherine Bollinger, Randy Seitz, Dwight Proper, Sue Clarke, Todd Carson

Nayes: None, motion carried.

Chairman Carson asked for approval of the bus contracts and drivers for the 2013-2014 school year as presented.

Mrs. Woods, seconded by Mrs. Feroz moved to approve the bus contracts and drivers for the 2013-2014 school year as presented.

Mr. Adams explained that the Forest bus routes were bid out. The low bid was with Wolbert Bus Company of Lucinda, PA. They bid \$254.40 per day for the East Forest route and \$179.94 per day for the West Forest route. He explained that he had conversations with three contractors about this bid, but only received two bids. The second bid received was from Muccio Transportation. They bid \$287.82 per day for the East Forest route and \$250.18 per day for the West Forest route. He

recommended going with Wolbert Bus Company as presented on the schedule of contracts for approval. Wolbert's bid was approximately \$5,800 less than what was paid to Muccio in 2012-2013.

**Roll Call:** Ayes: Patty Feroz, Mike Port, Ronald Lytle, Todd Carson, Karen Woods, Bill Deal, Randy Seitz, Dwight Proper, Sue Barthen, John Mehalic

Nayes: None, motion carried.

The next item on the agenda was a review of the Director's Activities for July and August 2013.

Chairman Carson asked if there was any Old Business.

None was noted.

Under New Business Chairman Carson requested permission to accept the resignation letter received of Curtis Chase effective 7/31/2013.

Mrs. Woods, seconded by Mrs. Feroz moved to accept the resignation letter received of Curtis Chase effective 7/31/2013.

**Roll Call:** Ayes: Patty Feroz, Mike Port, Ronald Lytle, Todd Carson, Karen Woods, Bill Deal, Randy Seitz, Dwight Proper, Sue Barthen, John Mehalic

Nayes: None, motion carried.

Upon motion by Mr. Mehalic, seconded by Mrs. Woods, the meeting adjourned at eight twelve (8:12) p.m.

Recorded by

A handwritten signature in blue ink, appearing to read "Patrick M. Adams", is written over a light blue rectangular background.

Patrick M. Adams  
Secretary, Joint Committee

A reminder that next month's meeting will be held on **Tuesday, September 3, 2013.**