

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

**MINUTES**

**December 8, 2016**

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

Mr. Proper asked the members to pause for a moment of silence.

Mr. Proper asked the members to stand for the pledge of allegiance.

**Roll Call:** Present: Todd Carson, Joe Womer, Karen Woods, Randy Seitz, Dwight Proper, Mark Marterella, Hal Carbaugh

Absent: Ronald Lytle, Troy Johnston, David Graham

Also Present: Mr. Mario Fontanazza, Mr. Bill Vonada

Mr. Carson, seconded by Mr. Womer, moved to nominate Dwight Proper as Temporary Chairman of the Joint Committee. Mrs. Woods, seconded by Mr. Carson, moved to close the nominations.

The motion unanimously carried.

Temporary Chairman Proper stated that nominations were open for Chairman of the Joint Committee.

Mr. Seitz, seconded by Mr. Carson, moved to nominate Hal Carbaugh as Chairman of the Joint Committee. Mrs. Woods, seconded by Mr. Seitz, moved to close the nominations.

The motion unanimously carried.

Mr. Carbaugh took the Chair.

Chairman Carbaugh stated that nominations were open for Vice Chairman of the Joint Committee.

Mr. Carson, seconded by Mr. Seitz, moved to nominate Troy Johnston as Vice Chairman of the Joint Committee.

The motion unanimously carried.

Chairman Carbaugh stated the following meeting schedule for 2017 for the Joint Committee was presented:

Tuesday, January 3, 2017  
Monday, February 6, 2017  
Thursday, March 2, 2017  
Monday, April 3, 2017  
Monday, May 1, 2017  
Monday, June 5, 2017

Monday, July 3, 2017  
Monday, August 7, 2017  
Tuesday, September 5, 2017  
Monday, October 2, 2017  
Monday, November 6, 2017  
Thursday, December 7, 2017

Mrs. Woods, seconded by Mr. Seitz, moved to adopt the 2017 Joint Committee Schedule as presented.

The motion unanimously carried.

Chairman Carbaugh stated the next item on the agenda was the appointment of the Solicitor for the Joint Committee for 2017. He requested approval of Carl Moore of the Knox, McLaughlin, Gornall & Sennett law firm at a rate for general solicitor of \$125.00 an hour with no retainer.

Mrs. Woods, seconded by Mr. Proper, moved to appoint Carl Moore of the Knox, McLaughlin, Gornall & Sennett law firm at a rate for general solicitor of \$125.00 an hour with no retainer.

**Roll Call:** Ayes: Todd Carson, Joe Womer, Karen Woods, Randy Seitz, Dwight Proper, Mark Marterella, Hal Carbaugh

Nayes: None, motion carried.

Chairman Carbaugh stated the Joint Committee members had received copies of the Minutes of the November 7, 2016 meeting in the mail. He asked if there were any additions, corrections or deletions.

Mr. Proper, seconded by Mrs. Woods, moved to approve the Minutes of the November 7, 2016 meeting as submitted.

**Roll Call:** Ayes: Todd Carson, Joe Womer, Karen Woods, Randy Seitz, Dwight Proper, Mark Marterella, Hal Carbaugh

Nayes: None, motion carried.

The Treasurer's and Secretary's Report as of December 8, 2016 were submitted for information.

Mrs. Woods, seconded by Mr. Proper, moved to approve the Treasurer's and Secretary's Report as of December 8, 2016 and the Special Account Report as of December 8, 2016.

Motion unanimously carried.

A list of bills totaling \$598,434.64 was presented for approval.

Chairman Carbaugh asked if there were any questions.

Mrs. Woods, seconded by Mr. Proper moved to approve the list of bills totaling \$598,434.64 as presented.

**Roll Call:** Ayes: Todd Carson, Joe Womer, Karen Woods, Randy Seitz, Dwight Proper, Mark Marterella, Hal Carbaugh

Nayes: None, motion carried.

Under Communications, the Professional Advisory Committee minutes were discussed, Calendar of Events for the month of December and the Monthly Enrollment Report as of 12/08/16 were submitted.

During the context of the information Mr. Fontanazza was covering, he referred to the budget meetings that he and Mr. Adams had attended with the Superintendents and Business Managers.

Mrs. Woods, seconded by Mr. Seitz, moved to approve the actions items under item 9. a. except for item iii. as follows:

- i. Approve the hiring of Ryan Lehnortt as full-time Instructor in Oil & Gas Technology at step 1, Column A of the collective bargaining agreement, \$45,767.00, prorated based on the number of days worked.
- ii. Approve resolution to extend the term of the Venango County Area Vocational Technical School Authority.
- iv. Approve Comprehensive Plan for 2017-2020.

**Roll Call:** Ayes: Todd Carson, Joe Womer, David Graham, Karen Woods, Randy Seitz, Dwight Proper, Mark Marterella, Hal Carbaugh

Nayes: None, motion carried.

Mrs. Woods, seconded by Mr. Carson, moved to approve action item 9. A. iii. As follows:

- iii. Approve successful bidder for overhead crane in Welding. G. W. Becker submitted the low bid with a complete packet meeting the bid specifications of \$24,596.00 Funding – State equipment grant

**Roll Call:** Ayes: Todd Carson, Joe Womer, David Graham, Karen Woods, Dwight Proper, Mark Marterella, Hal Carbaugh

Nayes: None

Abstain: Randy Seitz, motion carried.

Mr. Adams discussed the manner in which the Venango County Area Vocational Technical School Authority Board members are being recommended for appointment. He indicated that currently the past members were selected as representatives from each of the 6 sending schools districts. They are not Joint Committee members or board members from the sending schools. As a result, the Authority has been inactive for 13 years and the terms of those appointed have expired.

The administration in conjunction with the solicitor have come up with a suggested manner in which to appoint members going forward. We would suggest that the Authority membership mirror our 3 Year ADM (Average Daily Membership formula) to include Franklin and Oil City for a 5 Year term, Titusville to have a 4 year term, Cranberry to have a 3 year term, Valley Grove to have a 2 year term and Forest to have a 1 year term. Also, the appointed members would be one of the members of the Venango Technology Center Joint Operating Committee (JOC) board. If the member should leave the Tech Center JOC board, then they would also leave the Authority board.

Mrs. Woods asked if when she got off the school board, could remain a member of the Authority board. Mr. Adams explained that under this methodology, she could not, because the By-Laws of the Authority would be amended to describe how the members are selected and replaced. The school board member from the participating school, who served on the Joint Operating Committee of the Tech Center and are appointed to the Authority Board would have the term described previously, but when the term on the Tech Center JOC ends, so would the term on the Authority board. Their replacement would pick up the balance of the term on both the Tech Center board and the Authority board. Mr. Adams explained that under this methodology, after a long period of inactivity, the ability to locate some of the members had become difficult. Mr. Adams explained that each of the past Authority members has been contacted and a request was made to have them submit a letter of resignation so that we can move forward to amend the

By-laws of the Authority. All past members were contacted and have agreed to submit their letter of resignation.

Mr. Fontanazza reviewed his Issues/Activities for the period 11/3/15 through 12/3/15.

Mr. Adams gave a report on the 2017-2018 proposed budget. He presented a bar graph that indicated the nature of the increases and decreases. He also gave a narrative review with enrollment data to support the bar graph and mentioned that the members would have this information for review and would approve this at the January 2017 meeting. The detailed line item budget is located on the website.

Chairman Carbaugh asked if there was any old business.

None was noted.

Chairman Carbaugh stated that there were two action items for new business.

- a) Action: Approve additions to the substitute instructor list.
- b) Action: Approve additions to the Professional Advisory Committees

Mrs. Woods, seconded by Mr. Seitz, moved to approve new business action items as follows:

- a) Action: Approve additions to the substitute instructor list.
- b) Action: Approve additions to the Professional Advisory Committees

**Roll Call:** Ayes: Todd Carson, Joe Womer, Karen Woods, Randy Seitz, Dwight Proper, Mark Marterella, Hal Carbaugh

Nayes: None, motion carried.

Upon motion by Mrs. Woods, seconded by Mr. Womer, the meeting adjourned at seven twenty-seven (7:27) p.m.

Recorded by

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

Patrick M. Adams  
Secretary, Joint Committee