

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

MINUTES

June 2, 2014

The regular 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. Chairman Woods called the meeting to order at one minute past seven o'clock. (7:01) p.m.

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

Chairman Woods asked the members to stand for the pledge of allegiance.

Roll Call: Present: Todd Carson, Hal Carbaugh, John Mehalic, Joe Womer, David Graham, Randy Seitz, Dwight Proper, Sue Clarke, Karen Woods

Absent: Ron Lytle

Also Present: Mario Fontanazza, Dr. Joseph Carrico, Tom Tupitza, Jamie Doyle, Travis Crate

Mrs. Clarke, seconded by, Mr. Carson, moved to approve the Minutes of the May 5, 2014 meeting as submitted. Motion unanimously carried.

The Treasurer and Secretary's Report as of 6/02/14 and the Special Account Report as of 6/02/14 were submitted for information.

Mr. Proper, seconded by Mrs. Clarke, moved to accept the Treasurer and Secretary's Report as of 6/02/14 and the Special Account Report as of 6/02/14 as submitted. Motion unanimously carried.

A list of bills totaling \$447,014.12 was presented for approval.

Mr. Seitz, seconded by Mr. Womer, moved to approve the list of bills totaling \$447,014.12 as submitted.

Roll Call: Ayes: Todd Carson, Hal Carbaugh, John Mehalic, Joe Womer, David Graham, Randy Seitz, Dwight Proper, Sue Clarke, Karen Woods

Nayes: None, motion carried.

Under Communications, the Minutes of the Professional Advisory Committee Meeting of 5/30/14, the Calendar of Events for the month of June and the Monthly Enrollment Reports as of 6/02/14 were submitted for information.

At 7:15 p.m. the Committee went into executive session for personnel matters.

The meeting reconvened at 7:24 p.m.

Chairman Woods introduced Tom Tupitza from Knox Law firm as bond counsel and Jamie Doyle of PFM Public Financial Management as investment advisor for the refinancing of the capital lease. Ms.

Doyle described the process of refinancing the capital lease with a bank note and the net savings of \$138,526.70 that was achieved through this process. Mr. Tupitza then discussed the resolution that refunds the capital lease and issues a general obligation note.

Chairman Woods requested approval of the resolution to refinance the capital lease with a general obligation note as presented.

Mrs. Clarke, seconded by Mr. Carson, moved to approve resolution 6-2-2014-1 as presented.

Roll Call: Ayes: Todd Carson, Hal Carbaugh, John Mehalic, Joe Womer, David Graham, Dwight Proper, Sue Clarke, Karen Woods

Nayes: None

Abstain: Randy Seitz, motion carried.

Mrs. Woods requested approval of the action items in item 8. b. Mr. Seitz requested that all items in 8. B. except item v.

Mrs. Clarke, seconded by Mr. Womer, moved to approve agenda items 8. b, items i. – iv. and items vi. - viii. as follows:

- i. Approve Hartman's Nursing Assistant Care/The Basics 4thth edition and accompanying workbooks Diversified Health Occupations by Louise Simmers -8th edition and accompanying workbooks Medical Terminology 350 (Dean Vaughn Total Retention System) Video based system of applied mnemonic instruction.
- ii. Approve Electricity and basic Electronics, eighth edition, published by Goodheart-Wilcox and Digital Electronics, seventh edition, published by McGraw-Hill including related workbook.
- iii. Approve Hiring Kevin Lewis as Instructor for Protective Services at Step 1, Voc I, \$44,782.00 for the 2014-2015 school year.
- iv. Approve Hiring Joe Hulsizer as Instructor for Oil and Gas Technichian at Step 1, Voc II, \$47,067.00 for the 2014-2015 school year.
- vi. Approve Hiring Carrie Beightol as Coordinator of Student Services at Step 1, Masters, \$48,905.00 for the 2014-2015 school year.
- vii. Approve the Contract with Community Ambulance for the 2014-2015 School Year in the amount of \$300.00.
- viii. Depositories 2014-2015 – PNC Bank, Citizens Bank and Pennsylvania Local Government Investment Trust (PLGIT)

Roll Call: Ayes: Todd Carson, Hal Carbaugh, John Mehalic, Joe Womer, David Graham, Randy Seitz, Dwight Proper, Sue Clarke, Karen Woods

Nayes: None, motion carried.

Chairman Woods requested approval to hire Jena Dolby as Learning Support Instructor at Step 1, Masters, \$48,905.00 for the 2014-2015 school year.

Mr. Graham, seconded by Mr. Carbaugh, moved to approve Jena Dolby as Learning Support Instructor at Step 1, Masters, \$48,905.00 for the 2014-2015 school year.

Roll Call: Ayes: Todd Carson, Hal Carbaugh, John Mehalic, Joe Womer, David Graham, Dwight Proper, Sue Clarke, Karen Woods

Nayes: None

Abstain: Randy Seitz, motion carried.

Mr. Fontanazza reviewed his activities.

Chairman Woods asked if there was any old business. None was noted.

Under new business, Chairman Woods requested the members approve items a – f as one motion.

Mr. Carson, seconded by Mr. Seitz, moved to approve new business items a – f as follows:

- a) Adopt Resolution: Business Manager be authorized to remit routine expenditures and make necessary budget transfers during June and July 2014 to close budget accounts and bring all expenditures to the Joint Committee at their next regular meeting for ratification and cancelling the July 2014 regular meeting.
- b) Adopt Resolution: Approve Director to execute agreement to resolve grievance.
- c) Adopt Resolution: Approve furlough of Steve Beers as presented.
- d) Action: Approve Learning support instructor to attend the Special Education Leadership Summer Academy, in Bedford Springs, July 28 to 31, 2014 at a cost not to exceed \$1,000.00 – Funding Local
- e) Action: Approve purchase of Xerox copier model D95 via PEPPM through Way Copy Solutions for \$18,268. Also, approve the lease of 2 Toshiba eStudio 456 copier leased for 36 months at \$229.67/mo. each.
- f) Action: Approve: Corinna Deeter as CNA instructor and substitute for Allied Health Occupations for the 2014-2015 school year pending clearances; David Wilson as substitute for the 2014-2015 school year pending clearances.

Roll Call: Ayes: Todd Carson, Hal Carbaugh, John Mehalic, Joe Womer, David Graham, Randy Seitz, Dwight Proper, Sue Clarke, Karen Woods

Nayes: None, motion carried.

Upon motion by Mr. Mehalic, seconded by Mrs. Clarke, the meeting adjourned at seven forty-one (7:41) p.m.

Recorded by,



Patrick M. Adams
Secretary, Joint Committee