

POLLUTION CONTROL FINANCING AUTHORITY
OF WARREN COUNTY

MINUTES OF Special MONTHLY MEETING

December 08, 2021

Chairman Angelo Accetturo called the Special meeting of the Pollution Control Financing Authority of Warren County to order at approximately 2:00 PM.

Authority Members present: Angelo Accetturo, Alex Lazorisak, Robert Larsen and Dan Perez (via phone).

Mr. Accetturo asked to call the Wednesday December 8, 2021 PCFA meeting to order, please call the roll.

ROLL CALL:	Mr. Larsen	-	Present
	Mr. Lazorisak	-	Present
	Mr. Mach	-	Absent
	Mr. Perez	-	Present
	Mr. Accetturo	-	Present

Also present: Jonathan Knittel, Director of Operations; Jamie Banghart, Administrative Supervisor, and Mariann Cliff, Recording Secretary.

The Pledge of Allegiance was led by Chairman Accetturo.

Mr. Accetturo read the following statement: “Adequate notice of this Special meeting of December 8th 2021 was given in accordance with the Open Public Meetings Act by forwarding a schedule of regular meetings of the Pollution Control Financing Authority of Warren County (PCFAWC) to the Warren County Clerk, the Warren County Board of County Commissioners, The Express-Times, and by posting a copy thereof on the bulletin board in the office of the PCFAWC. Formal action may be taken by the PCFAWC at this meeting. Public participation is encouraged”.

PERSONNEL

Mr. Accetturo stated that first on the agenda was personnel, 2021 Monetary Correction/Compensation.

Mr. Accetturo asked Mr. Knittel if he would like to take over.

Mr. Knittel replied yes, what he could do in the Public portion without talking about any personnel or salaries, he could say that he has spent quite a bit of time in the last two months going over each

employees tasks and performance. Also, how long each of them had been here at the facility, what their job titles and job responsibilities were.

Mr. Knittel stated that they had also worked on the employee manual, looking at it to see what they need to update if anything. This was done with some guidance from Board members and he had developed a couple of tables that was distributed as part of this meeting, however those documents were not for Public because it had individual salaries and personnel on it.

Mr. Knittel stated that other than that he could not say a whole lot more in the Public meeting about this.

Mr. Knittel stated that there were three bullets, one was monetary correction for 2021 salaries. Part of that was that the job force changed and minimum wage has been advanced several times in the last four years including the next two years. Many of those had a dollar per year, so there were some corrections that need to be done this year, at the end of the year where they were right now. Which, in a typical corporation would be the time of year people may or may not receive bonuses. Mr. Knittel stated clearly that he was not calling this a bonus, he was calling it a salary correction.

Mr. Knittel stated and then also moving forward for next year, he had a proposed table of salaries that also had some corrections built into it. Because he was new to the facility and he had the ability to see with a fresh set of eyes and look at where everyone falls with their skill levels, performance and longevity or their years of service at certain tasks. So that table reflects some corrections and the third was just a guide table, it was not set in stone where you must pick from each column but it was a guide to show a combination of skills and how long someone has been at the facility. The combination of that would then be used to make sure that salaries were equitable for not only their length of service but also for their skill that they were performing. Whether it would be an Operator at the different levels of skill or a Scale master, recording secretary, special skills add value to some salaries such as Financial Assistant, Administrative assistant. Mr. Knittel stated that for operators there were several levels of operators. Level 1 thru 4 with also an apprentice level. With those levels comes additional responsibilities and different types of machinery that they could be operating so those types of tables he presented as salary guide tables that have some of those skill sets.

Mr. Knittel stated that was where they were at and the rest that he had would have to be discussed in Executive session.

EXECUTIVE SESSION

Mr. Accetturo asked if there was a motion to go into Executive session.

Mr. Larsen stated that he would make the motion.

Mr. Accetturo stated that he would second the motion.

ROLL CALL:	Mr. Larsen	-	Yes
	Mr. Lazorisak	-	Yes
	Mr. Mach	-	Absent
	Mr. Perez	-	Yes
	Mr. Accetturo	-	Yes

*****Mrs. Banghart and Mrs. Cliff left the Boardroom at approximately 2:04 PM***

*****Executive session started approximately 2:05 PM***

*****Executive session ended approximately 2:43 PM***

Mr. Accetturo asked if there was a motion to go into Public session.

Mr. Lazorisak stated that he would make the motion.

Mr. Accetturo stated that he would second the motion.

ROLL CALL:	Mr. Larsen	-	Yes
	Mr. Lazorisak	-	Yes
	Mr. Mach	-	Absent
	Mr. Perez	-	Yes
	Mr. Accetturo	-	Yes

***** Mrs. Cliff entered the Boardroom at approximately 2:43 PM***

***** Mrs. Banghart entered the Boardroom at approximately 2:44 PM***

*****Public session started approximately 2:44 PM***

Mr. Lazorisak stated that he would make a motion to approve what Mr. Knittel had put together for the 2021 monetary compensation as well as the proposed 2022 salaries for Brian Heater, Michael Howell, James Clark, Patrik Jakub, Michael Pearson, John Migliaccio, Michelle Connors, Jordan Cliff, Cathy McGarvey, Mariann Cliff and Jamie Miksch.

Mr. Accetturo stated that he would second that motion.

ROLL CALL:	Mr. Larsen	-	Yes
	Mr. Lazorisak	-	Yes
	Mr. Mach	-	Absent
	Mr. Perez	-	Yes
	Mr. Accetturo	-	Yes

ADJOURNMENT

Mr. Lazorisak stated that he would make a motion to adjourn.

Mr. Accetturo stated that he would second that motion.

ROLL CALL: Mr. Larsen - Yes
 Mr. Lazorisak - Yes
 Mr. Mach - Absent
 Mr. Perez - Yes
 Mr. Accetturo - Yes

*****Meeting was adjourned at approximately 2:45 PM***

Respectfully submitted by:

Mariann Cliff

Recording Secretary

Approved: January 24, 2022