



FULTON COUNTY BOARD OF COMMISSIONERS' MEETING
Tuesday, March 25, 2025
8:30 a.m. at the Commissioners' Office

Present: Commissioner Randy H. Bunch, Commissioner Steven L. Wible, Commissioner Hervey P. Hann and Chief Clerk Stacey M. Shives

Commissioner Bunch opened up the meeting with prayer. All recited the Pledge of Allegiance to the flag.

No public comments were made.

Motion by Commissioner Wible to approve the March 18, 2025 Commissioners' Meeting Minutes. All in favor.

Motion by Commissioner Hann to approve Account Payables dated March 24, 2025, in the amount of \$224,920.60. All in favor.

Fund 100	General Fund	145,954.03
	Manual Checks	\$0.00
	TOTAL GENERAL FUND	\$145,954.03
Fund 229	HSDF\HSBG	32,630.31
Fund 231	SFC Evidence Based Practice	18,365.70
Fund 235	Law Library	2,257.45
Fund 238	911	1,178.81
	Act 13 Marcellus Shale	
Fund 262	Recreational	1,287.50
Fund 400	Debt Service	14,148.95
Fund 801	Pass thru Funds	9,097.85
	TOTAL ALL FUNDS	\$224,920.60

Commissioners met with Building and Grounds Director Brad Seville to review and approve a mailbox quote for 101 Lincoln Way West. Chief Clerk Stacey Shives stated that she spoke with the Post Office and they said they would send their maintenance department to place a lock in it at no charge and provide a key. Seville also spoke on maintenance matters at the District Attorney's office.

Motion by Commissioner Bunch approving a quote to purchase a mailbox system for 101 Lincoln Way West, McConnellsburg, PA, in the amount of \$1,534.50. All in favor.

Commissioners met with Barbara Covert and Joyce Lynch, Employment and Training Inc. to discuss renewing their lease with the County for 122 West Market Street, McConnellsburg, PA.

Covert and Lynch also discussed updates with Employment and Training providing a flyer for the 2025 Career Fair to be held on Wednesday, October 29th from 9:00 a.m.-2:30 p.m. at the American Legion Post 561 in the Ballroom.

Motion by Commissioner Wible to approve and execute a two-year lease between Employment and Training, Inc. and County of Fulton, effective July 1, 2025. All in favor.

Commissioners met with Fiscal Administrator Sue Reed to discuss options for a postage meter at 101 Lincoln Way West due to the transitioning of county offices. Commissioners also asked Reed and Chief Clerk Stacey Shives to start the process of becoming notaries for the county.

Commissioners met with Voter Registration/Elections Director Linda Doyle to review and approve a recycling event flyer. The event is for Fulton County residents only. The flyer will be placed in the Fulton County Newspaper and on the county webpage.

Motion by Commissioner Bunch to approve the Electronics Event Flyer to be held April 2, 2025 from 12:00 p.m.-5:00 p.m. and April 5, 2025 from 9:00 a.m.-1:00 p.m. All in favor.

Motion by Commissioner Bunch to enter into Executive Session at 10:45 a.m. for Legal Matters. All in favor.

Motion by Commissioner Bunch to exit Executive Session at 11:10 a.m. All in favor.

Commissioners met with HR Administrator Mary Huston and Chief Probation Officer Dan Miller to discuss a potential hire for the Probation Department. Miller stated that the candidate would be a replacement for Retiree Darron Butts, Adult Probation Officer. Huston also presented a list of employee title changes for the MDJ offices.

Motion by Commissioner Bunch to hire Jordyn Kubovcsak for the position of full-time Adult Probation Officer, Probation Department, effective April 14, 2025. All in favor.

Motion by Commissioner Bunch to authorize HR Administrator Mary Huston to rename job titles to "Office Deputy 1" and "Office Deputy 2" in MDJ (Magisterial District Judge) offices so that all are coherent and consistent with their job descriptions with no change in pay, per request of Court Administration, effective immediately. All in favor.

A brief Salary Board Meeting was held to set the hourly wage for new hire Jordyn Kubovcak for the Probation Department. Separate minutes are on file.

Commissioners spoke with Stephanie Zimmerman, Pennsylvania Department of Agriculture Director, via Zoom, to discuss the operations of the Farmland Preservation Program. Commissioners asked Zimmerman to provide some dates for April to meet again with the Farmland Preservation Board.

Motion by Commissioner Hann authorizing Chairman Randy Bunch to execute the PCCD (Pennsylvania Commission on Crime and Delinquency) Subgrant Award Notification for Victim Services with Fund Source #1 in the amount of \$30,679.00 and Fund Source #2 in the amount of \$5,658.00 for period 1/1/2025 through 12/31/2025. All in favor.

Motion by Commissioner Bunch to approve and execute an application for veteran burial expense for Paul Ford to be paid to Next of Kin Leonard Ford. Ford was a veteran of World War II. All in favor.

Motion by Commissioner Hann to approve Commissioner Steven L. Wible, Julie Dovey and Christine McQuade to be reappointed as members on the TMCA (Tuscarora Managed Care Alliance) Steering Committee. All in favor.

Motion by Commissioner Hann to approve and execute a "Delegation of Signing Authority" for Commissioner Bunch as an authorized signer for the CDBG Program. All in favor.

Motion by Commissioner Hann to approve and execute a "Delegation of Signing Authority" for Chief Clerk Stacey Shives as an authorized signer for the HOME Program. All in favor.

Motion by Commissioner Bunch to approve and execute the Pension Report for March 2025 as presented by HR Administrator Mary Huston. All in favor.


Motion by Commissioner Wible authorizing Chief Clerk Stacey Shives to execute the 2025 Court Interpreter Services Grant Application for 2024 Language Access Reimbursable Costs for "Courtroom Interpreting Services" in the amount of \$8,928.55. All in favor.

Motion by Commissioner Hann to adjourn the meeting at 12:09 p.m. All in favor.

FULTON COUNTY COMMISSIONERS:



Randy H. Bunch, Chairman

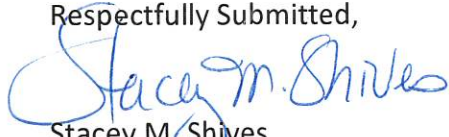


Steven L. Wible, Vice-Chairman



Hervey P. Hann

Respectfully Submitted,



Stacey M. Shives
Chief Clerk

