



FULTON COUNTY BOARD OF COMMISSIONERS' MEETING
Tuesday, November 18, 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 called the meeting to order followed by prayer. All recited the Pledge of Allegiance to the flag.

Commissioner Bunch announced that an Executive Session for Personnel Matters was held on Friday, November 14, 2025 at 9:00 a.m. and that all three Commissioners were in attendance.

Friday, November 14, 2025:

Commissioner Bunch called to order a Special Executive Session Meeting to address Personnel Matters at 9:00 a.m.

Motion by Commissioner Hann to enter into Executive Session at 9:00 a.m. All in favor.

Motion by Commissioner Hann to exit Executive Session at 11:30 a.m. All in favor.

Motion by Commissioner Bunch to approve the November 4, 2025 Commissioners' Meeting Minutes. All in favor.

Motion by Commissioner Hann to table approving the November 4, 2025 Retirement Board Minutes until further information is received. All in favor.

Motion by Commissioner Hann to approve Payables, dated November 18, 2025, in the amount of \$152,769.34. All in favor.

Fund 100	General Fund	129,923.19
	Manual Checks	\$0.00
	TOTAL GENERAL FUND	\$129,923.19
Fund 231	SFC Evidence Based Practice	142.50
Fund 235	Law Library	2,540.38

Fund 238	911	6,581.45
Fund 240	Hazmat	45.40
Fund 255	Domestic Incentive	1,134.87
Fund 256	Domestic Relations	556.77
Fund 300	Capital Projects	3,300.43
Fund 400	Debt Service	6,594.03
Fund 801	Pass thru Funds	1,950.32
TOTAL ALL FUNDS		\$152,769.34

Motion by Commissioner Hann to approve Payroll, dated November 14, 2025, in the amount of \$124,586.59. All in favor.

Commissioners met with HR Administrator Mary Huston to discuss a new hire for the Prothonotary's Office and two Per Diem new hires to be used as needed for all departments. Commissioner Hann read from a letter he wrote that read: *"We are moving to hire two Per Diem employees which will allow us to have help when needed instead of hiring individuals to be employed everyday, even when they are not needed. Myself, Commissioner Wible and HR Administrator Mary Huston interviewed for these positions and believe that someone is not hired because of who they are. We also believe that we do not, not, hire a person who is an excellent candidate because of who they are."*

Motion by Commissioner Hann to hire two Per Diem employees, Stephanie Seibert and Nya Minnier, to be used only on an as needed basis for various county departments, effective pending clearances. Motion carried. Commissioner Bunch abstained due to conflict of interest.

Motion by Commissioner Wible to hire Joanie Faith as a full-time employee for the position of "Office Deputy I" for the Prothonotary's Office, effective December 1, 2025. All in favor.

A brief Salary Board meeting was held at 9:00 a.m. to set the hourly wages for the new hires. Separate minutes are on file.

County Auditors Penny Kipp, Holly Falkosky and Rebecca Kendall met with Commissioners to present their Annual Audit Review. An "Auditors" Report for year ending December 31, 2024 was presented for review. Accounts from each county office were analyzed for accuracy in accounting practices. The Auditors reported that they filed the DCED (Department of Economic Development) Report and published a notice in the Fulton County News and that the full report is available on the county website.

Mike Lamb, Wessel and Co., and Fiscal Administrator Sue Reed met with Commissioners and Department Heads for a final budget review in order to advertise for the public. Department Heads gave an update on their departments.

Commissioners gave a verbal approval for the final draft of the 2026 budget to be presented at next week's meeting for adoption of tentative budget.

Veteran Affairs Director Richard Newman spoke with Commissioners briefly on a change that the state made in regards to Real Estate Tax Exemption for Veterans. Commissioners asked Chief Clerk Shives to add to the November 25, 2025 Agenda to discuss further and to approve additional hours for Newman due to the change.

A brief Retirement Board meeting was held at 10:18 a.m. with Jon Cramer, Raymond James via Zoom to review a COLA for retirees. Separate minutes are on file.

Motion by Commissioner Hann to approve and execute the 1st Quarter MATP Report for FY 25-26. All in favor.

Motion by Commissioner Bunch to approve and execute a 1-year HART Extended Warranty for Verity Scan and Verity Scan Writer, with the term beginning January 18, 2026 through January 17, 2027, in the amount of \$2,700.00. All in favor.

Motion by Commissioner Wible to approve the Board of Assessment and Revision of Taxes Certification for the assessment roll and total taxable assessment for Fulton County for tax year 2026, which provides compliance with the statute requirements for the County of Fulton as an eighth-class county in the Commonwealth of Pennsylvania, referenced in Purdon's 72 5453.701 (c) -5, as presented by Chief Tax Assessor Melissa Gordon. All in favor.

Motion by Commissioner Wible to approve and execute the Wessel and Co. invoice for the month of October, 2025 for CFO services in the amount of \$10,987.50. All in favor.

Motion by Commissioner Bunch to approve and execute a HART invoice for election ballot creation and programming, in the amount of \$10,599.39. All in favor.

Elections Director Linda Doyle presented the Commissioners with the Certification of the 1st signing of the Municipal Election held on November 4, 2025.

Motion by Commissioner Hann to approve and execute the 1st signing of the Certification of Computation of Election Results of the Municipal Election, November 4, 2025, as presented by Elections Director Linda Doyle. All in favor.

Motion by Commissioner Bunch to enter into Executive Session at 10:32 a.m. for Legal and Personnel Matters. All in favor.

Motion by Commissioner Wible at 11:48 a.m. to exit Executive Session. All in favor.

Commissioners met with Jennifer Deichert, the new 4-H Area Educator, for a meet and greet. Accompanying her was Client Relationship Manager with Penn State Extension, Jeffrey Hackenberg.

Motion by Commissioner Wible to recess at 12:05 p.m. to meet with President Judge Meyers at the courthouse to discuss potential uses of the old Treasurer's Office. All in favor.

Meeting resumed at 12:45 p.m.

Commissioners reviewed a letter addressed to them from Chief Probation Officer Dan Miller in regards to employee retention. No action was taken.

Motion by Commissioner Bunch to recess at 1:18 p.m. All in favor.



Meeting resumed at 2:45 p.m.

Motion by Commissioner Bunch to enter into Executive Session at 2:54 p.m. for Personnel Matters. All in favor.

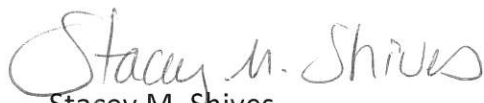
Motion by Commissioner Wible to exit Executive Session at 3:10 p.m. All in favor.

Motion by Commissioner Bunch to adjourn at 3:15 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