

The regular weekly meeting of the Huntingdon County Commissioners was held on the above date and time in the Commissioners meeting room with the following being present: Commissioners Sather, Walls, and Thomas; Chief Clerk, Michelle Cerett; Solicitor, Peter McManamon; Planning Director, Mark Colussy; Probation Director, Len Hahn; Broad Top Medical Center CEO, Melissa Walls, Broad Top Medical Center HR Director, Tracey Earley; Daily News reporter, Kylie Hawn; and visitors Greg Stine, Jack Stine and Jim Cassatt.

The meeting was called to order at 9:30 a.m. by Commissioner Sather followed by prayer led by Commissioner Thomas and the Pledge of Allegiance to the flag led by Commissioner Sather and Jack Stine.

It was moved by Commissioner Walls seconded by Commissioner Thomas and carried (Sather, yes; Walls, yes; Thomas, yes) to approve the minutes of the July 26, 2016 public meeting.

It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Walls, yes; Thomas, yes; Sather, yes) to approve the payment of the bills.

There were no additions to the agenda, announcements, public comments or matters addressed by the Solicitor today.

First on the agenda today was Melissa Walls and Tracey Earley of the Broad Top Medical Center. They requested approval of a Proclamation in recognition of National Health Center week. Following the reading of the Proclamation, it was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Thomas, yes; Sather, yes; Walls, yes) to proclaim the week of August 7th through August 13th, 2016 as National Health Center week. Melissa invited the Commissioners and the public to visit the center and join the celebration.

Next on the agenda was Len Hahn, Probation Director with a request to approve the 2016/2107 adult Grant-In Aid application. This is an annual grant offered by the State Probation and Parole Board to offset salaries and benefits for Probation Officers. The requested amount is \$224,459.00 but Len stated he only expects to receive a small portion of that passed on past years grant amounts. After discussion, it was moved by Commissioner Thomas, seconded by Commissioner Thomas and carried (Sather, yes; Walls, yes; Thomas, yes) to approve the Grant in Aid application as requested.

Susan Harry, Tax Claim Director requested approval to attend the annual Tax Claim Conference October 19th through October 21st, 2016. She is requesting Bobbi Jo Gearhart to attend as well and the cost for two people is \$350.00. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Walls, yes; Thomas, yes; Sather, yes) to approve the conference attendance as requested.

It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Thomas, yes; Sather, yes; Walls, yes) to approve the Commissioners attendance at the annual conference August 8th through August 10th, 2016.

It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Sather, yes; Walls, yes; Thomas, yes) to approve Paul Sharums attendance at the annual Coroner's conference September 18th through September 24th, 2016.

Michelle provided information on three personnel policies that she revised. The Holiday policy was revised to permit an employee to use a sick day before/after a Holiday if they have a doctor's excuse. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Walls, yes; Thomas, yes; Sather, yes) to approve the revised Holiday policy effective August 1st, 2016.

The Probationary period policy was revised to correct an error that was discovered recently. The counties probationary period has always been six months but the existing policy stated 60 days. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Thomas, yes; Sather, yes; Walls, yes) to approve the correction to the Probationary policy effective August 1st, 2016.

The Hiring policy was revised to include language stated that the county will be doing background checks as part of the hiring process. This has never been done in the past but the Commissioners requested the policy be revised. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Sather, yes; Walls, yes; Thomas, yes) to approve the revised hiring policy effective August 1st, 2016.

First National Bank submitted a letter with their intent to extend the lease on the bank portion of the Annex II building for an additional two years with a 3% increase. The lease is for a period of September 1, 2016 through August 31, 2018 and the annual amount is \$638.76. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Walls, yes; Thomas, yes; Sather, yes) to approve the lease extension as presented.

At 10:08 a.m. it was moved by Commissioner Walls to go into executive session to discuss a personnel matter.

The meeting reconvened at 10:39 and Commissioner Sather stated there were no decisions made during executive session. It was moved by Commissioner Walls, seconded by Commissioner Sather and carried (Thomas, yes; Sather, yes; Walls, yes) to table the hiring of Iona Conner, Planner I until more information can be obtained.

Commissioner Sather reminded everyone there will be no meeting next week due to the CCAP conference.

There were no Veteran Burial Allowances for approval today.

There being no further business, it was moved by Commissioner Walls to adjourn the meeting at 10:23 a.m.
Minutes prepared by Michelle Cerett, Chief Clerk.

Respectfully Submitted,

Jeffrey Thomas, Secretary