

**WALDO COUNTY COMMISSIONERS COURT SESSION
JULY 10, 2012**

PRESENT: Commissioners William D. Shorey – Chairman, Amy R. Fowler and Betty I. Johnson. Also present was County Clerk Barbara L. Arseneau to take minutes.

Call to Order: Commissioner Shorey called the court session to order at 9:00 a.m.

TREASURER’S REPORT:

Present for the financial report was Treasurer David A. Parkman and Deputy Treasurer Karen Trussell. D. Parkman reported the following:

REVENUE:

Revenue should be 50% received at this point in the year and is currently at about 58-59%. D. Parkman reported that he had heard that Probate had a good month in terms of revenue, but this was not included on this report. It will be on the next report. When asked, the Commissioners had no questions regarding revenue.

APPROPRIATIONS:

D. Parkman reported that appropriated funds could be 54% expended and is currently at 47%. He was pleased to report that no departments were over 54% expended.

A. Fowler reported that there have been problems with some of the communications towers and crews have had to be brought in to work on them. Some of the fire departments have inquired about why there isn’t a line in the County budget for 24-hour service. She told them she agreed with them and that she hoped they would all be present at the budget hearings to appeal to the Budget Committee for this important funding. She has been told they will gladly be present.

B. Johnson commented that it is sad that more selectmen don’t attend the County budget hearings. It would be helpful for them to know what is going on and what the budget needs are, as well as what the services are to the citizens.

There was brief discussion on the drastic impact budget cuts can have on public safety services. D. Parkman described how the Budget Committee functioned when he used to serve on that board, noting that back then, the committee did not get involved in salaries and wages and did not make cuts in other lines as a way to try and reduce manpower and/or wages.

W. Shorey observed that Waldo County is continually operating with less revenue each year, according to the facts and figures over the years. For several years, it averaged 8% increase each year in the budget and then went down to a little over 1%. He commented that somewhere between those two would be a better balance. He reminded all present that the Budget Committee still insisted on cutting the budget one year even though the budget was already well under the LD 1 CAP.

D. Parkman stated that the Budget Committee will need to be advised that the current underfunding in the Tower line is unacceptable.

CORRECTIONS:

Corrections Revenue has been 110.09% received. All invoices have been paid. The Corrections budget is 95% expended.

The Commissioners wondered why the food line was \$10,000.00 overdrawn when the facility has never been at full capacity. A. Fowler said she believed they had reduced that line, but was still not sure why it was so overdrawn. She had inquired but has not received an explanation. K. Trussell reported that the Reentry Facility has switched to a less expensive food services company, but that was only recently.

It was reported that the Tax Anticipation Note (TAN) Interest was much less than anticipated.

2013 BUDGET DISCUSSION:

There was brief discussion regarding trying to sell part or all of the 100 acre property the County owns in order to build the reserve accounts up. Commissioner Shorey expressed that Waldo County is in much better financial shape than many other institutions. He added that there would be a minimum of two more hard years with upcoming technology expenditures and stated that even after that, the County could not survive without putting a minimum of \$150,000.00 into the Technology reserve account each year for upgrades, etc.

D. Parkman reminded the Commissioners that two years ago, there was enough cash flow to get the County into May before having to borrow from the TAN. The County starting borrowing in March this year as a result of constructing the new public safety building. Prior to that, it was almost unheard of to get even as far as March before the County had to start borrowing. He explained that it was difficult to rely on the Budget Committee to fund reserve accounts.

B. Johnson recalled that during the public hearing, several members of the public expressed concern that money was not being put back into the reserve accounts, but the Budget Committee did not appear to listen to them.

A. Fowler asked the Sheriff and Chief Deputy, who were now present, whether or not the County has received payment for Nick Oettinger's academy cadre work. S. Story responded that he needs to invoice the Academy for N. Oettinger's replacement costs during the time period he is gone.

****B. Johnson moved, A. Fowler seconded to file the Treasurer's Report. Unanimous.**

MOCK TRIAL/LAW DAY INVOICE:

The Commissioners discussed an invoice that came through from the Registry of Probate that was related, in part, to a mock trial that was held by the Judge of Probate in the Probate Courtroom in May. B. Johnson said she had reviewed this invoice and had passed it through because the Judge and the Department Head had both signed off on it, although it was earmarked at the department head's request for the Commissioners to review. A. Fowler said she had made some inquiries about when this was held, who attended, etc. She stated that she didn't believe that it was a good practice to make payments on things that were not County-related. W. Shorey said that he could not tell by looking at the invoice which parts were related to the mock trial and which were not. He believed that there should be a breakdown of the invoice so that the Commissioners would be able to determine what the costs were and know what

they were voting on. The Commissioners agreed to send a letter requesting that information from the Judge. The Commissioners decided to authorize payment of the warrant without that invoice included. Once the Commissioners have received a breakdown of the bill, the Commissioners can then decide what they will authorize payment of. The original vote from the previous court session will stand at this point.

WARRANTS.

****B. Johnson moved, A. Fowler seconded to authorize payment of the June 21, 2012 General Fund Accounts Payable warrant in the amount of \$205,202.46. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the June 29, 2012 Active and Restricted Reserve warrant in the amount of \$33,433.13. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the June 21, 2012 Reentry Accounts Payable and payroll warrant in the amount of \$126,968.88. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the June 29, 2012 Final Reentry Accounts Payable warrant FY2012 in the amount of \$7,495.54. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the July 5, 2012 General Fund Accounts Payable warrant & payroll in the amount of \$171,706.75. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the July 10, 2012 Restricted Reserve warrant in the amount of \$12,661.92. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the July 5, 2012 Reentry Accounts Payable warrant and payroll in the amount of \$31,620.52. Unanimous.**

****A. Fowler moved, B. Johnson seconded to authorize payment of the July 10, 2012 MCRRC Restricted Reserve warrant in the amount of \$77.48. Unanimous.**

WELLNESS COMMITTEE:

Present with the Commissioners was Human Resources/Payroll Director Michelle Wadsworth, Chief Deputy Jeffrey Trafton and Deeds Clerk Amy Keller. M. Wadsworth explained that a survey was sent out, the Wellness Committee reviewed the results of the survey and the majority expressed interest in gym membership. M. Wadsworth also related discussion that been held with the Waldo County YMCA and Bay Area Fitness. The Wellness Committee made the following wellness program recommendations to the Board of Commissioners:

- Offer this wellness program to all part-time and full-time employees.
- The County would pay half of a YMCA monthly membership for each employee (half of \$32, or less for senior citizens)
- The County would pay half of Bay Area Fitness membership (half of \$28 for each employee. If an employee had joined through the State, Municipal, County and Federal Employees discount

that is offered, which is less than the regular rate per month, the County would reimburse the employee half of that amount.

- Employees must go to the gym 50 times in 6 months, which averages a little over 2 times a week.
- The gyms will send reports quarterly to H.R. If the employee does not meet criteria and has not notified Human Resources of a good reason why, the County stops making payments.
- The cost to implement would be less than \$5,000.00 quarterly if all employees participated.

M. Wadsworth explained how the money would be paid by the County. This would be quarterly, at the end of each quarter.

The Commissioners expressed their pleasure with the plan and the cost level. W. Shorey complimented the Committee for coming up with these recommendations.

M. Wadsworth reviewed the funding aspect. This would need to, logistically, come from the health insurance fund. She explained that the County would likely need to request additional funding in the 2013 budget. There was some discussion of how much more to ask for, since the goal is for health insurance costs to go down with healthier employees. M. Wadsworth said she believed it might not balance out instantly and B. Johnson agreed that it might take closer to a year before that kind of result would be seen.

W. Shorey commented that for \$5,000.00, the County will get to see if this program is successful or not. He thought before the budget process was completed, it would be apparent whether or not there was enough interest to warrant a budget increase.

All agreed that accountability was going to make the program more successful. The Director at the YMCA had stated several times that those businesses that offer funding without accountability do not have success with their employees participating regularly.

****A. Fowler moved, B. Johnson seconded to take \$5,000.00 from the Health Insurance Plan to start the wellness program as presented to them. Unanimous.**

When asked what other things they would like the Wellness Committee to do, A. Fowler said she would like for every employee to receive a \$50.00 gift certificate to Olympia Sports, as a local business, so that those who “do their own thing” can also benefit.

M. Wadsworth said that the results also showed that employees were interested in assistance in financial planning, which also causes stress and health issues.

S. Story asked about other gym locations, since some of his officers go to other gyms. The Commissioners suspected that likely those locations would have a way to track this attendance and possibly the County could work with those facilities, too, in the future.

The Commissioners commended the Wellness Committee for its good work.

SHERIFF'S REPORT:

Present: Sheriff Story and Chief Deputy Jeffrey Trafton.

1. ASSET FORFEITURE: State of Maine vs. Bruce Lovejoy.

****A. Fowler moved, B. Johnson seconded to approve proceeding with the asset forfeiture of State of Maine vs. Bruce Lovejoy in the amount of \$768.75 along with some firearms and an all terrain vehicle (ATV). Unanimous.**

2. Part-time Deputy Roy Smith has resigned his position at the Sheriff's Office effective July 9, 2012.

****A. Fowler moved, B. Johnson seconded to accept the resignation of part-time Deputy Roy Smith effective July 9, 2012. Unanimous.**

3. S. Story recommended hiring David Wintle as part-time Deputy at the Sheriff's Office as a certified officer at \$18.23 per hour effective July 10, 2012.

****A. Fowler moved, B. Johnson seconded to hire David Wintle as part-time Deputy at the Waldo County Sheriff's Office at the certified rate of \$18.23 per hour effective July 10, 2012. Unanimous.**

4. S. Story recommended hiring Mark Bennett as part-time Patrol Deputy at the starting (without certification) rate of \$14.66 effective July 10, 2012. He will need to complete the FTO Program.

5. S. Story reported that the Sheriff's Office has been doing wonderful job solving some cases, including a burglary ring, among others.

CORRESPONDENCE:

Present with the County Commissioners to discuss correspondence was County Clerk Barbara Arseneau and Human Resources/Payroll Director Michelle Wadsworth.

1. M. Wadsworth asked if she could have authorization to research other types of dental insurance. Current Delta is going up. This is neither the best nor worst insurance – largely due to the small number of employees who enroll. She would also like to inquire of Meritain to see what they can do.

2. Pay Scales: M. Wadsworth submitted updated 2013 pay scales to the Commissioners for signature, including the Jail Non-Union Corrections Division, which now includes the Kitchen Program Manager, and an Administrative Pay Scale for the Detention Manager and Correctional Administrator, and a pay scale for Part-time Non-union Jail/Reentry Center. The Commissioners signed these updated scales.

3. Tax Abatement Appeal request from Deborah Penney. The Commissioners, having each reviewed the documents, made the following motion:

****B. Johnson moved, A. Fowler seconded that, based on the records received from the Town of Knox, Ms. Penney would not be eligible for an appeal hearing with the Board of County Commissioners. Unanimous.**

4. Communications Director Owen Smith sent a memo notifying the Commissioners that part-time Dispatcher Kelsi Story has successfully completed her EMD, 911 and CTO certifications and will receive an increase in pay to the equivalent of the starting full-time dispatcher rate of \$16.02 per hour. The Commissioners noted this.

5. Communications Director Owen Smith sent a memo notifying the Commissioners that Dispatcher Stephanie Gracie has successfully completed the twelve (12) month probationary period and her hourly rate will increase to \$17.13 per hour. She will also be eligible to use accrued vacation leave. The Commissioners noted this.

6. B. Arseneau asked if the Commissioners wished to go out to bid for any contracts services other than Janitorial services for 2013. The Commissioners responded that there were none at this time.

7. The Commissioners stated that they wished to discuss with the Facilities Manager in the near future the possibility of arranging for cleaning of the Sheriff's Office twice a week.

8. DISTRICT COURT LEASE: B. Arseneau informed the Commissioners that, as directed by them earlier in the year, she has contacted both State Courts Administrator Ted Glessner and Director of Court Facilities Jeff Henthorn to remind them that this is the final year of the six-year lease for District Court Space. She also informed them that during the February 14, 2012 Waldo County Commissioners Court session, the Commissioners recommended renewing the contract under the same terms with a six-year contract at 4% increases each year. She had offered to draft the lease and send it to them for their consideration and review, and asked when they would need this document in time for discussion and state budget planning.

9. Corporal Christopher Albert had requested to meet with the County Commissioners regarding retirement plans but had been unavailable to meet during today's court session. The Commissioners agreed to meet at a later date.

10. EMA Director Dale Rowley will be holding a training session July 19, 2012 with one shift from 2:00 to 3:30 p.m. and a second shift from 4:00 to 5:30 p.m. B. Arseneau asked the Commissioners to confirm which shift they would be attending.

11. An elected official has sent an invitation to the County Clerk to join Facebook. B. Arseneau asked how the Commissioners wanted to handle this. The Commissioners stated that at this time, they were not interested in conducting communication through Facebook.

APPROVAL OF MINUTES:

****B. Johnson moved, W. Shorey seconded to accept the minutes from the June 19, 2012 Waldo County Commissioners Court Session. Unanimous.**

MISCELLANEOUS COMMISSIONERS BUSINESS:

1. Postponed Corrections matter: This matter continues to be postponed.

2. W. Shorey reported that there have been a lot of phone calls with engineers and Attorney Andy Hamilton of EatonPeabody regarding the Old County Jail and Old Jailer's House. The County has applied through the City of Belfast for a Brownfields Assessment grant to determine whether or not remediation work is needed for those buildings. Many people are in the loop, including the Historical Society and the City Planner and there is good, productive dialogue going on.

3. B. Johnson reported that KWRED (MCEA) may approach the County for a small amount of money to help support a small advisory board so that this group can oversee and know what is going on in the Counties. They will be holding a meeting in September.

4. There is a Corrections Workshop today. A. Fowler said she needs to attend and will have to leave before the court session is done.

EXECUTIVE SESSION:

****A. Fowler moved, B. Johnson seconded to enter Executive Session at 11:05 a.m. to discuss recent General Unit negotiations as permitted by M.R.S.A. Title 1 § 405 – 6(D). Unanimous.**

****B. Johnson moved, A. Fowler seconded to come out of Executive Session at 11:16 a.m.** No action was taken.

PRESENTATION OF CERTIFIED EMERGENCY MANAGER CERTIFICATION TO DEPUTY EMA DIRECTOR OLGA RUMNEY:

Present with the Commissioners for this presentation was Maine Association of Local Emergency Managers Pamela L'Hereux, Interim York County EMA Director Robert Bohlmann, EMA Director Dale Rowley, Deputy EMA Director Olga Rumney, her husband Jeffrey Rumney and her sister, Ann Hussey.

R. Bohlmann explained the certification process, mentioned that Waldo is only one of two counties to have an employee complete this certification and commended Olga for completing this. He noted that Waldo County has "always stood out in front" in terms of Emergency Management.

P. L'Hereux said they started having association meetings about certification approximately four years ago. Waldo has both members on the Executive Board. The local association can assist EMA staff in receiving this training. She commented that Waldo County has great programs and great interaction and does not have to wait until the middle of a crisis to get to know each other.

R. Bohlmann thanked Commissioner Fowler for all she has done for Emergency Management Agencies through the Maine County Commissioners Association.

R. Bohlmann and P. L'Hereux presented the Certificate to Olga Rumney along with a patch. They thanked her for her hard work and effort.

R. Bohlmann thanked the Commissioners for their support of Olga and the Emergency Management Agency. The Commissioners thanked P. L'Hereux and R. Bohlmann for making the effort to come present this certificate in person.

There being no further business, the Waldo County Commissioners voted as follows:

****B. Johnson moved, W. Shorey seconded to adjourn the court session at 11:45 a.m. Unanimous.**

Respectfully submitted by *Barbara L. Arseneau*
Waldo County Clerk