

**WALDO COUNTY COMMISSIONERS COURT SESSION
(SPECIAL SESSION)
SEPTEMBER 4, 2012**

PRESENT: Commissioners William D. Shorey – Chairman and Amy R. Fowler. (Commissioner Betty I. Johnson was absent because she was away.) 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.

Commissioner Shorey noted that the Executive Session originally scheduled was not needed.

2011 AUDIT:

Present with the Commissioners was Treasurer David A. Parkman, who informed the Commissioners of the history with County audits. He explained that previous auditors had not submitted the County's audit as early in the year as they intended to. It is the same this year with the current auditor. D. Parkman submitted to the Commissioners copies of the current auditor's contract, which stated that the 2011 audit would be delivered by February 15, 2012. D. Parkman stated that he believed that delayed audits were common these days for many counties and municipalities. He informed the Commissioners that he has left several messages for the auditor, has not heard back for a few months now and had not been able to find out when the audit will be completed. He had decided to research other firms to go out to bid for the 2012 audit and possibly the next Corrections audit.

W. Shorey and A. Fowler expressed their concern over the delay in receiving the audit and said they understood why D. Parkman was looking at other firms. W. Shorey stated that he had sent an email to the auditor on August 30, 2012 requesting a realistic date the audit would be delivered to the County Commissioners. He had received an email response from the auditor stating that he would submit it on September 4, 2012. W. Shorey added that he, too, had been researching other firms.

When asked when the next audit will need to be performed, K. Trussell replied that the Corrections audit is the next one due and generally is done in the fall.

The Commissioners felt that another firm should be obtained through the bid proposal process after the 2011 County audit is completed and received. The Commissioners also felt that firms should be interviewed to check on their history of delivering professional audits in a timely manner.

The Commissioners asked for either the Deputy Treasurer or the County Clerk to email the Commissioners as soon as the audit was received. All agreed that their preference is for the current auditor to finish the 2011 audit rather than start all over with another firm.

APPROVAL OF WARRANT:

The Commissioners signed a statement permitting the Deputy Treasurer to authorize payment of the County & Jail invoices on the September 11, 2012 warrant. Formal action on that warrant will be taken during the September 19, 2012 Special Commissioners Court Session.

SHERIFF'S 2013 BUDGET REQUEST:

Present: Sheriff Story and Chief Deputy Jeffrey Trafton to review the 2013 Sheriff's budget request.

S. Story stated that wages reflect union contract pay scales with the exception of the Chief Deputy. If the Chief Deputy stays on the current pay scale, which gives pay raises every year, this position will receive upwards of a 5% increase. He respectfully requested that the Chief Deputy be placed on a different pay scale because the current pay scale will put his pay above the Sheriff's in a short time. There was brief discussion that the current pay scale was one of those developed a few years ago with the view that there would be no COLAs attached to them.

S. Story briefly reviewed the other wages for employees in the budget request.

S. Story informed the Commissioners that he had separated vehicle fuel from maintenance and tires. With the gas prices predicted to decrease, he was not asking for as much this year. If it appeared to change later in the fall, he would request more from the Budget Committee at that time.

S. Story reviewed the spreadsheets that further broke down details related to wages and hours for the personnel.

S. Story reviewed the part-time and over-time spreadsheet.

S. Story reviewed the Clothing Allowances and Vehicle Lease for the Sheriff. He noted that this arrangement saves the County approximately \$3,439.00 per year and he has the benefit of driving a vehicle of his preference.

S. Story reported that "due to wise decisions of the Commissioners to permit warrantees to be purchased with new vehicles," this helps to keep maintenance costs down. Now that the County is using Right Express, discounts are experienced right at the pump. As long as the gas prices don't come up to \$4.00 per gallon, the proposed budget should be sufficient. He added that also, they have started charging fuel expenditures related to details back to the detail account.

Regarding vehicles, S. Story is proposing purchasing three Service Duty Pickups estimated at approximately \$24,000.00 each. Cruiser equipment will be needed for one at approximately \$15,975.00. S. Story said he believed the cost would be comparable to purchasing three new cruisers. He felt that these trucks would be valuable for rural patrol during winter months. There will not be any cages put in those trucks. If there is a real problem at a call for service, a cruiser would be sent out to pick up an unruly individual. If this needs to be revisited at a later date, it can be. Later on, if savings are realized, they may be able to add hard covers to the back of these vehicles.

W. Shorey asked, for his own clarification, if the State has cages in their trucks and was told no. He asked if eventually the cages would be done away with and S. Story responded that time would tell how this would end up. When asked, S. Story said it costs about \$1,000.00 to install a cage in a vehicle. He believed that it was worthwhile trying it without the cages because of space needs for the patrol officers and their gear.

Regarding tazers, the Sheriff reported that they need to use these more and more, although they continue to monitor the appropriate use of these units.

For right now, a new camera (Watchguard) unit is needed each year. At some point, this may need to increase, but for this coming year, one is enough.

All told, the Sheriff believed that they had budgeted for all the needs and it was under 2% increase.

W. Shorey commended the Sheriff and Chief Deputy for putting together a good budget, noting that “good budgets shouldn’t be raided.”

S. Story reminded the Commissioners that the Commissioners had previously approved the changed pay scales for the Sergeant and Lieutenant and if they approve this budget, they will also be approving the pay scale change for the Chief Deputy.

W. Shorey said that he hoped that the Commissioners would be able to continue to work on pay scales and make them fair for all employees.

S. Story stated that, ultimately, the pay scales for the Sergeant, Lt., Chief and Sheriff should be based on certain percentages above the patrol union pay scales.

W. Shorey reported that the Sheriff himself did a detail in the County garden last Friday and that he was an excellent worker.

When asked when they would vote to approve the budget, W. Shorey stated that the Commissioners would be voting on the budgets during their September 27 and 28, 2012 court sessions.

S. Story thanked the Commissioners for allowing him to review his budget early, as he will be away during the end of September.

2014-15 CORRECTIONS BUDGET DRAFT:

S. Story said that he would need the Commissioners approval on the budget that was submitted at some point in the near future.

SPILLMAN TECHNOLOGY DISCUSSION:

S. Story said he had been sharing emails back and forth regarding Spillman upgrades and felt that there was different information being shared with the different counties regarding prices. He felt that counties should be combining training. He stated that he had received a message from Jim Arseneau this morning and was not clear on what it meant. He planned on having a conference call with these other counties, their IT people and also Tag Wybrow of Spillman.

A. Fowler reminded all that there are a number of Spillman contracts per county and that they at times pay for employees to fly out for training.

S. Story said that he had heard from J. Arseneau, adding that he trusted the information, that it is a base fee of \$8,500.00 before the training even starts. S. Story said he felt that he could fly two or three people

out to Utah for training cheaper than training all the employees. He told the Commissioners that he suspected that J. Arseneau might come before the Commissioner to request that they put that back in the budget and would leave that decision up to the Commissioners.

RETIREMENT PLAN DISCUSSION:

Present with the Commissioners was H.R./Payroll Director Michelle Wadsworth, Sheriff Scott Story, Chief Deputy Jeffrey Trafton and Corporal Christopher Albert.

S. Story opened the discussion by stating that Corporal Albert had approached him and while the employees are very satisfied with their wages, etc., they were wondering if there would be a possibility for the Corrections employees to be enrolled in the same Special 2C MainePers retirement plan as the Patrol Officers.

C. Albert explained that the Corrections employees have spoken about this for some time. They were aware that there was a cost involved to perform a study to determine how much this would cost the County. When recalling how much this would cost, M. Wadsworth estimated that it was about \$2,000.00 back in 2008 when this study was done for Patrol Officers. A. Fowler asked M. Wadsworth if it would be possible to obtain an estimate from MainePers. M. Wadsworth replied that she could receive a ballpark figure.

C. Albert said that if the study produced a figure that was outrageous, the employees would understand and would not expect it.

M. Wadsworth said she would need to determine how many employees would be eligible. She reminded all that the laws had changed since the Patrol Officers switched to plan 2C and now, if employees did not enroll in a retirement plan when they were hired, they cannot enroll with MainePers.

C. Albert said that employees were concerned about their future with other retirement plans. They were looking for something more substantial such as what the Patrol Officers have.

W. Shorey said that he thought a conversation could be started and research would need to be done. It might likely be into the first quarter of next year before viable information would be available. If enrolling Corrections employees in MainePers Plan 2C was not going to be possible, the Commissioners also have some other options with the 457 plan that might enhance that plan for the Corrections Officers.

S. Story said that he had mentioned to C. Albert that this might not be possible in the current Corrections budget, but it might be considered for the next budget. He said he would like to make a pitch for the staff at the Reentry Center. He mentioned that many other Jails have a large turnover and other problems that Waldo County does not have. He said that many of the employees have been there a long time and are very dedicated. He commented that it was wise that their salaries are competitive with other counties so they are not leaving the facility.

Correctional Administrator Ray Porter, who was now present, added that he had returned to the facility after being away for nearly seven years and many of the staff is still the same. He commented that he has had opportunities to view other facilities, and the caliber of staff in Waldo County is excellent. The staff has a clear understanding of what the VOA staff and management are working toward and the staff works

well with that. He added that, nationally, the average lifespan of a corrections officer is 58. He said that, based upon his own experience, he could understand how that could be. These employees see every person who has been arrested in the County and “live” with those people during their entire shift.

W. Shorey commended C. Albert for being “a huge help” and for all his great work coordinating efforts in the County garden.

S. Story said that one of the toughest things he ever did was to lay off employees when the jail mission changed to a reentry center, adding that most all of those people have come back when employment opened back up after the layoffs.

S. Story said he didn’t believe anyone expected the Commissioners to make a quick decision on this and realize that research will need to be done. He added that any decision the Commissioners make would be respected.

R. Porter expressed appreciation for the fact that the Commissioners were willing to listen and consider this request.

The Commissioners asked M. Wadsworth to contact MainePers for a ballpark figure for the study. There was concern about whether or not there was funding available for this study. This, also, would need to be researched.

EXECUTIVE SESSION:

****A. Fowler moved, W. Shorey seconded to go into Executive Session at 10:38 a.m. for discussion of non-public insurance information as permitted by M.R.S.A. Title 1 § 405 – 6(F). Unanimous.**

****A. Fowler moved, W. Shorey seconded to come out of Executive Session at 10:56 a.m. Unanimous.** No action was taken.

CORRESPONDENCE:

Present with the County Commissioners to present date-sensitive correspondence was County Clerk Barbara Arseneau, as follows:

1. B. Arseneau informed the Commissioners that the auditor had sent the audit via email shortly after their court session started this morning. She printed off copies for each of the Commissioners. In the message sent by the auditor, the auditor apologized for the tardiness of this report and requested to meet with the Commissioners and Treasurer on September 7, 2012. K. Trussell stepped into the room briefly to say that the Treasurer felt the Commissioners should meet with the auditor since the auditor was requesting to meet with them in addition to the Treasurer. The Commissioners scheduled time to meet with the auditor during their court session on September 27, 2012 at 1:30 p.m. for thirty minutes.

2. Spirit of America Foundation Tribute Celebration Update: B. Arseneau informed the Commissioners that, as directed, she had informed Bruce Flaherty of the date of October 20, 2012 at 2:00 p.m. for the County Commissioners to host this award ceremony at the EMA training room. After hearing back from Bruce Flaherty that he wondered if the Commissioners would consider an evening during the first part of the week, B. Arseneau had contacted the EMA Deputy Director and was told that the EMA

training room is always in use during evenings Monday through Wednesday. She had sent this information to the Commissioners along with the anticipated head count, which had totaled about eighty (80) the previous year. She expressed concern that the EMA training room could only hold about 50 people comfortably and asked if the Commissioners wanted her to research town offices that might have the capacity and might not charge rent for this event. After brief discussion, the Commissioners instructed B. Arseneau to inform B. Flaherty that the Commissioners are anxious to assist his organization with this wonderful cause but October 20, 2012 is the only date and the EMA training room is the only place that they can provide accommodation. If the amount of people will exceed the space at the EMA, then someone else may need to host.

3. B. Arseneau said she had been reviewing the Commissioners' mileage expenditures for 2012 in preparation for the 2013 Commissioners budget and needed to report the following: Commissioner Shorey's was less than anticipated for this time of year, A. Fowler's was a little less than expected and Commissioner Johnson's was higher than anticipated. She asked the Commissioners to let her know if they wanted any changes made to that line or any others. She would send their budget to them electronically before having it printed out, so that if they saw anything that should be changed, it could be changed before. Otherwise, more changes could be made during that budget review on September 27, 2012.

4. B. Arseneau asked for authorization to be reimbursed for the room at the Convention for September 4th since she is helping set-up with the Planning Committee. The Commissioners authorized this reimbursement.

5. The Commissioners were asked to sign the updated job descriptions for the Administrative Legal Secretary, Legal Secretary and Victim/Witness Advocate positions in the District Attorney's Office now that the hours of that office have changed from 8:00 a.m. to 5:00 p.m. to 8:00 a.m. to 4:30 p.m., with a half hour for lunch, in accordance with the union contract. The Commissioners signed these updated job descriptions.

6. B. Arseneau informed the Commissioners that the president of the Maine Association of County Clerks, Administrators and Managers had sent notice that the Legislature has passed a bill, LD 1437, which became Resolve Chapter 148. It established a commission to "reinvent" Maine government. This would be something to watch for future developments.

7. The Commissioners noted pay step increases for the following employees:

- Reentry Kitchen Project Manager Carlene Thornton reached her eight pay year step on August 22, 2012 with a pay increase from \$17.84 to \$18.36 per hour.
- Facilities Technician Gary Daigle reached his fifth year pay step on September 1, 2012 with a pay increase from \$15.08 to \$15.63 per hour.

APPROVAL OF MINUTES:

****A. Fowler moved, W. Shorey seconded to accept the minutes from the August 14, 2012 Waldo County Commissioners Court Session. Unanimous.**

The next Commissioners' Court Session is a regular session postponed until September 27 and 28, 2012.

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

****B. Johnson moved, A. Fowler seconded to adjourn the court session at 11:20 a.m. Unanimous.**

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