

**WALDO COUNTY COMMISSIONERS COURT
SPECIAL SESSION
SEPTEMBER 3, 2013**

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 10:00 a.m.

The Commissioners reviewed 2014 budget requests during this session.

TREASURER’S BUDGET (1025):

Present: Treasurer David Parkman and Deputy Treasurer Karen Trussell. D. Parkman reported that the only lines that increased from 2013 besides wages were Travel and Training. The total 2014 budget request is \$68,790.00.

TAX ANTICIPATION NOTE INTEREST BUDGET (2000):

Present: Treasurer David Parkman and Deputy Treasurer Karen Trussell. There was brief discussion regarding the reduction made to this budget line for 2013 by the Budget Committee. D. Parkman informed the Commissioners that he has increased it by \$2,000.00 for the 2014 request. He commented that he believed this was a conservative figure. The total 2014 budget request is \$12,000.00.

AUDIT BUDGET (1090):

Present: Treasurer David Parkman and Deputy Treasurer Karen Trussell. K. Trussell reported that the Corrections audit is in process. The total 2014 Budget Request is \$9,500.00.

RESERVES BUDGET (2045)

Present: Treasurer David Parkman and Deputy Treasurer Karen Trussell. Commissioners agreed not to request any funding for the reserve accounts from the 2014 operating budget in order to keep taxes as low as possible for Waldo County citizens. W. Shorey said that Courthouse Reserve really needs to be brought back up because in the near future, the heating system needs to be replaced.

D. Parkman said that the first time he remembered the taxpayers being asked to fund a reserve account was around 1995 and it was for Vehicle Replacement for the Sheriff’s Office.

Overall, the Commissioners and Treasurer were very pleased with the County finances and believed that good planning and business management were the reasons for this.

EMPLOYEE BENEFITS BUDGET (2025):

Present: Treasurer David Parkman, Deputy Treasurer Karen Trussell, Human Resources/Payroll Director Michelle Wadsworth and County Clerk Barbara Arseneau.

A. Fowler recommended reducing the Health Insurance line (4724) \$98,000.00 to \$100,000.00 from 2013. W. Shorey reminded the group that \$35,000.00 was reduced from the 2013 budget

request. After further discussion of how the fund has been building, the Commissioners believed that the request could be reduced by \$80,000.00. M. Wadsworth checked figures on how this would impact the health plan payments. After conferring together and looking at some figures, M. Wadsworth and K. Trussell stated that they believed this reduction would work. The Health Insurance line (4724) would now be \$725,800.00 and the total request for 2014 would be 1,236,050.00.

COMMISSIONERS BUDGET (1020):

Present: Human Resources/Payroll Director Michelle Wadsworth and County Clerk Barbara Arseneau.

W. Shorey recommended reducing the \$38,000 County Attorney portion of the Professional Services line (4015) by \$2,000.00. The other Commissioners agreed.

W. Shorey recommended reducing Capital Outlay line 7101 by \$41,000.00, reducing that request to \$0.00. The other Commissioners agreed.

W. Shorey recommended reducing the 3100 Part-time line by \$3,404.00, reducing that request to \$3,000.00. The other Commissioners agreed.

W. Shorey recommended reducing the liability insurance line (4722) by \$1,500.00, making that request \$53,825.00. The other Commissioners agreed.

After brief discussion with the County Clerk regarding an excellent one-time deal the Deputy County Clerk had worked out in order to update the Maine Revised Statutes Annotated this year, and after discussion with the Human Resources/Payroll Director, who has also arranged to renew and update H.R. law information in 2013, W. Shorey recommended reducing the Statutes/Books/Periodicals line 5510 by \$2,000.00, making that line \$0.00. The other Commissioners agreed.

SHERIFF'S BUDGET (1075)

W. Shorey commended the Sheriff for presenting a "flat" budget request for 2014.

S. Story said he based most of his decisions on the previous year's data. He felt that it would be a "close budget" in 2014. The extended warranties on the vehicles have helped reduce maintenance costs.

S. Story commented that the County's salary for patrol officers is as good as the State Police. Since the Waldo County Sheriff's Office is a very attractive place to work, turnover is reduced which is excellent as turnover is very expensive. He believed the salaries and benefits are fair and competitive and therefore good people have been attracted to the agency and are staying.

W. Shorey recommended adding \$5,000.00 to the fuel line (4200). After some discussion, all agreed it should be brought back up to the previous years' request of \$96,000.00.

S. Story informed the Commissioners that calls for service this summer have “gone through the roof” and his patrol officers are having difficulty keeping up. It used to be that 50-60% of the service was reactive and the rest proactive. Right now, the officers are just keeping up with the reactive work. He said he knew 2014 was not the time fiscally to do it - and possibly not even in 2015 - but he asked the Commissioners to keep this in mind. He assured them that he was not trying to create “a dynasty.” He said that as time goes on, decisions can be better made regarding this matter. The Commissioners acknowledged that there is additional work for the Sheriff’s Office since Lincolnville did away with its police department.

S. Story explained that he estimated the wage increase for 2014 at 1% as he is not sure what the union negotiations will produce.

S. Story reported that it is impossible to keep part-time employees as it seems that once they are trained, they go to another agency for full-time work. As a result, the 2014 budget for Overtime has increased by about \$18,000.00 and the Part-time line has been reduced by about \$22,000.00.

He commended Assistant Attorney Katie Sibley for doing an excellent job in reducing court time for his officers by about 50%.

S. Story reported that it has worked well to “plug” the School Resource Officer into the Patrol schedule this summer.

He explained that he has not asked for an increase in the Sheriff’s Vehicle Lease since its inception, with the exception of raising it enough to cover the tax costs. He wasn’t asking for an increase for himself, but asked that the Commissioners keep in mind that it might need to be increased for the next Sheriff. Regarding patrol vehicles, he has requested one pick-up and two cruisers. The truck will be for the other detective and the cruisers for patrol officers. This will mean that there is one four-wheel drive on duty each shift.

This year, he included the anticipated cruiser trade-ins as part of the budget to keep it flat-funded.

Travel was discussed. S. Story reported that line as being so tight that he has not been able to attend the annual MCCA Convention for a few years now.

WALDO COMMUNITY ACTION PARTNERS BUDGET (1080-4715):

Present with the Commissioners was Ed Murphy of Waldo Community Action Partners.

E. Murphy briefly mentioned arrangements with the private broker setting up rides, noting that it is not going well. Many are not getting the rides they need. This is the State’s arrangement, not the County’s.

E. Murphy went on to report the good news that WCAP has received \$10,000.00 from the Stephen King Foundation grant. E. Murphy has written a grant for four new vans and the grant was awarded, which require matching funds. He also wrote a grant called “Ride with Pride” Transport program. People can arrange rides with a family member, taxi, or whomever is willing

to sign up to provide transports accepting Project Ride with Pride Voucher dollars for a few for services. Transportation providers signed up with WCAP to accept Voucher Dollars will redeem them at the WCAP Administrative Office for full face value.

E. Murphy informed the Commissioners that he was keeping the 2014 request the same. The Commissioners commended Mr. Murphy and WCAP for excellent services to the County.

EMERGENCY MANAGEMENT AGENCY BUDGET (1010):

Present with the Commissioners was EMA Director Dale Rowley.

D. Rowley reported that both Director and Deputy Director will reach the 8-year pay step early in 2014.

The Telephone budget has gone up because D. Rowley had not factored in Cable T.V. costs. He was now including it in the 2014 request.

D. Rowley has decided not to increase the Deputy Director's hours from 37.5 hours to 40 during 2014 and will wait until another year when it does not coincide with a pay step increase.

\$120,000.00 in grant funds has been received so far this year, and likely another \$60,000.00 will be obtained before the year is out.

D. Rowley presented two other matters:

1. He received an E-mail from Technology Consultant James Arseneau recently regarding which technology items were purchased from the Commissioners Technology budget and which were purchased by individual departments. After reading that message, it occurred to D. Rowley that 50% of that expenditure might be reimbursed from the State like other expenditures are, and would start submitting those expenditures. Commissioners thought that was an excellent idea.

2. The old plotter, including the printer and ink, are of interest to Hancock County. D. Rowley consulted with Commissioners about asking \$700.00 for these and the Commissioners agreed.

COMMUNICATIONS CENTER BUDGET (1076):

Present with the Commissioners was Communications Director Owen Smith.

W. Shorey inquired about the wages line (3000) and asked if the increase was related to having two full-time floaters. O. Smith explained that this was part of it, but predominantly it was the 3% COLA increase, plus several dispatchers reaching a pay step increase.

A. Fowler asked if the part-time budget was reduced based on the floater positions and was told yes. B. Johnson asked if it would be possible to reduce the overtime line request, which had gone up from \$20,000.00 to \$30,000.00. O. Smith explained that the hope is that the second floater will stay. This year there was some turnover and the position was not in place all year. O. Smith informed the Commissioners that there was not a quorum at the most recent Board of Director's Meeting when he presented the 2014 budget request. Searsport Chief LaHaye, who

was present at that meeting, expressed concern over the overtime line being requested in the amount of \$30,000.00, stating that he believed it wasn't funded enough.

W. Shorey suggested reducing the overtime be reduced to \$25,000.00 and asked if O. Smith thought that could work. O. Smith replied that he hoped it would.

There was discussion on the Tower line and recent expensive repairs that had to be performed. This line will be overdrawn this year. O. Smith stated that he has also sent a letter to the owner of Mt. Ephraim requesting a ten-year renewal starting in 2014.

O. Smith expressed that the budget he was presenting was a lean budget.

A. Fowler mentioned that the MCCA Risk Pool will be paying for some "Active Shooter" training. There will be two different training sessions so all counties can be trained. O. Smith noted that this is the third training MCCA Risk Pool has scheduled and funded and expressed appreciation.

O. Smith said he meets again with the Board of Director's this coming Thursday and will report the reduction recommended by the Commissioners in the Overtime line.

W. Shorey asked that the Treasurer's Budget be revisited regarding wages. The job description for the Deputy Treasurer will change to reflect additional responsibility. There was discussion of what the statutes are related to Treasurers, etc.

CORRESPONDENCE:

Present to report correspondence was County Clerk Barbara Arseneau as follows:

1. When she inquired about whether or not to send out the template press release from Maine Municipal Association regarding the recent dividend paid to the County, the Commissioners responded that it was not necessary.
2. There was brief discussion regarding a template letter from MCCA for each county to offer more services to towns. B. Johnson said that MCEDD is actually working on some things that can be offered to towns.
3. The Commissioners postponed voting to accept the minutes from the August 13, 2013 and August 27, 2013 Commissioners Court Sessions until September 10, 2013 court session as the quorum had not had time to read them.
4. The Commissioners signed the 2014 non-union pay scales.
5. Mid-coast Regional Planning Commission is holding a buffet dinner on October 24, 2013 and will have speakers on Floodplain Management, Flood Map Modernization, Sea Level Rise and Storm Surge. Since it is the same evening as the first Budget Committee Meeting, the Commissioners said they would not be attending.

MISCELLANEOUS COMMISSIONERS BUSINESS:

B. Johnson asked Commissioner Shorey to attend the Healthy Waldo on September 18, 2013 at 9:00 a.m. on her behalf, as she will not be able to attend.

NEXT COURT SESSION:

The next Commissioners Court Session is a regular court session on **September 10, 2013** starting at 9:00 a.m.

****A. Fowler moved, B. Johnson seconded to adjourn the Commissioners Court Session at 12:40 p.m. Unanimous.**

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