

**WALDO COUNTY COMMISSIONERS COURT SESSION
FEBRUARY 15, 2017**

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

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

TREASURER'S REPORT:

Present with the Commissioners were Treasurer David Parkman and Deputy Treasurer Karen Trussell, who reported the following:

TAX ANTICIPATION NOTE

\$500,000.00 has been borrowed from the Jail side so far. The County side will start borrowing from the TAN next week. It was noted that the County started borrowing February 23rd in 2016.

County Checkbook balance:

The balance is \$76,761.86.

Jail Checkbook Balance \$21,654.53:

The balance is \$21,654.53.

County Appropriations:

The budget is 12% expended. It could be a 13% expended at this time of year.

County Revenue for:

The County revenue received is 13.84%.

Corrections Appropriations:

The Corrections appropriations is at 17% and is above the usual 13% for this time of year because the inmate boarding bill had to be paid early in the year.

Corrections Revenue:

The Corrections revenue received is 1.10%.

Reserve Accounts:

Documents were submitted to the Commissioners but not discussed.

2016 AUDIT:

****B. Johnson moved, A Fowler seconded to use the same auditor, Brantner, Thibodeau & Associates for the 2016 audit. Unanimous.**

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

WARRANTS:

****B. Johnson moved, A. Fowler seconded to authorize payment of the February 9, 2017 General Fund Accounts Payable warrant and February 9, 2017 payroll in the amount of \$243,355.22. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the February 9, 2017 Capital, Active & Restricted Reserve warrant in the amount of \$31,922.38. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the February 9, 2017 Reentry Accounts Payable warrant and February 9, 2017 payroll in the amount of \$96,997.30. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the February 9, 2017 MCRRC Capital & Restricted Reserve warrant in the amount of \$4,135.99. Unanimous.**

WALDO COUNTY REGIONAL COMMUNICATIONS CENTER BY-LAWS UPDATE:

Present with the County Commissioners was Waldo County Communications Center Director Owen Smith, later joined by WCRCC Board of Directors President Chief Richard LaHaye.

O. Smith reported that the changes to the WCRCC By-Laws y were accepted 9 to 1 with one abstention (Chief LaHaye). Some of the changes were as follows: it reduced the Commissioners representatives, this is now an advisory board only and cannot hire or fire the Director.

O. Smith explained that 85% of the business Dispatch deals with is law enforcement-related. When asked if he was satisfied, O. Smith replied that having the association elect two members each and doesn't specify which positions, so that will keep it even. Chief LaHaye and he had learned a lot during a recent fire meeting related to "IamResponding." Another free webinar training session is being scheduled with IamResponding and the goal is to get them to use the technology the way they should be.

Chief LaHaye mentioned that he had encouraged the firefighters to take available training.

****A. Fowler moved, B. Johnson seconded to sign the updated Communications Center By-laws as presented. Unanimous.**

OPEN FOR PUBLIC COMMENT:

Nobody appeared or requested to speak during this time.

FACILITIES REPORT:

Present with the Commissioners was Keith Nealley who reported the following:

1. Jail Elevator Project: The Jail elevator project is coming along and the electrical work is done.
2. Cleaning up Old Jailer's House: The first floor has been all cleaned out. Corrections Officer Tim Parker has overseen this and hopes to also have the second floor cleaned out by the end of next

week. The 30-yard dumpster is nearly half full. The carpeting has been pulled up and the strips of hardwood on the surface buckled after the flood occurred so that has been pulled off to the subfloor.

3. Janitorial Cleaning Bids: There have been a few inquiries about the janitorial services bid proposal request. K. Nealley has also reached out to several well-known companies and they may submit proposals. Two property management companies have also expressed interest.

5. K. Nealley invited the Commissioners to take a tour through the upstairs of the District Courthouse on February 22, 2017 to look at space that will become vacant in 2018 when the new District Courthouse is completed.

6. K. Nealley suggested that Sun Dog do a presentation on solar panels on February 22, 2017 if the Commissioners would like to see that. It would take about 20 minutes.

SHERIFF'S REPORT AND POTENTIAL NEW HIRES:

Present was Sheriff Jeffrey Trafton, who reported the following:

1. Three Vacant Positions: J. Trafton explained that there were three openings. One is because Detective Gerry Lincoln left, and that vacancy has been filled by Merl Reed. Three conditional offers have been extended to a gentleman from California, a P/T Belfast Police Officer and a third person who finished the academy in December from the State Police. That person would cost about \$30,000.00 to hire as he just finished the Academy training with the State Police. J. Trafton asked if the Commissioners would support this buy-back of the academy cost, if this was offered to that individual.

****A. Fowler moved, B. Johnson seconded to take the \$30,000.00 from Severance if the position was accepted by the State Police employee. Unanimous.**

J. Trafton said that he believes that this should be put in the annual budget. The Commissioners suggested that perhaps a reserve account should be created so that when this situation comes up, there will already be money set aside for that purpose.

2. The law enforcement vehicles have been ordered and it is not known exactly when they will be ready.

EXECUTIVE SESSION:

****A. Fowler moved, B. Johnson seconded to go into Executive Session at 10:44 a.m. for discussion of health insurance information as permitted by M.R.S.A. Title 1§405(6)(F). Unanimous.**

****B. Johnson moved, A. Fowler seconded to come out of Executive Session at 11:35 a.m. Unanimous.** No action was taken.

DISCUSSION OF EMA PART-TIME PLANNER:

Present with the Commissioners was Deputy EMA Director Olga Rumney. O. Rumney reported that there has only been one application submitted for this position, from Rob Hoey. A background check

has been performed and he has met all requirements. The funding will be from a Homeland Security grant, an LEPC grant, an Emergency Management Performance grant and County funds.

****A. Fowler moved, B. Johnson seconded to approve the hire of Rob Hoey as Part-time Planner effective March 1, 2017 at \$16.03 per hour. Unanimous.**

CORRESPONDENCE:

Present to report correspondence was first, Human Resources/Payroll Director Michelle Wadsworth, followed by County Clerk Barbara Arseneau.

1. Human Resources/Payroll Director Michelle Wadsworth met briefly with the Commissioners to ask for authorization to update the County's Substance Abuse policy in the Employee Handbook because of the recent legal changes in recreational marijuana use.

****B. Johnson moved, A. Fowler seconded to seek legal assistance regarding marijuana use and to put a policy together that mirrors the other substance abuse policy. Unanimous.**

2. The Sheriff sent a memo advising the Commissioners that Administrative Secretary Diana Story has successfully completed the probationary period of employment. Because she was hired at a 12-year level, there is no increase in pay or vacation at this time.

****A. Fowler moved, B. Johnson seconded to approve completion of the probationary period for Administrative Secretary Diana Story. Unanimous.**

3. The Sheriff sent a memo notifying the Commissioners that Administrative Assistant to the Sheriff Michelle Hooper has successfully completed the probationary period of employment. Because she was hired at the 8-year level, there is no increase in pay or vacation at this time.

****B. Johnson moved, A. Fowler seconded to approve completion of the probationary period for Administrative Assistant to the Sheriff Michelle Hooper. Unanimous.**

4. Sheriff Trafton sent a memo indicating that Part-time Corrections Officer Scott A. Harvey's employment with the Maine Coastal Regional Reentry Center ceased effective December 31, 2016.

****B. Johnson moved, A. Fowler seconded to accept December 31, 2016 as the effective date employment ceased for Part-time Corrections Officer Scott A. Harvey. Unanimous.**

5. B. Arseneau asked for permission to take Notary Public Training on March 22, 2017 as many things have changed and she has not taken training in many years. The Commissioners approved this request.

APPROVAL OF MINUTES:

B. Arseneau requested that the Commissioners approve the minutes from the February 1, 2017 Waldo County Commissioners Court Session as presented.

****A. Fowler moved, B. Johnson seconded to approve the minutes from the February 1, 2017 Waldo County Commissioners Court Session as presented. Unanimous.**

COMMISSIONERS MISCELLANEOUS BUSINESS:

None.

NEXT COMMISSIONERS COURT SESSION:

Waldo County Commissioners Court Session Minutes

February 15, 2017

Page 4 of 5

The next regular Commissioners Court Session will be a Special Session Wednesday, February 22, 2017 starting at 1:00 p.m.

****B. Johnson moved, A. Fowler seconded to adjourn the court session at 11:36 a.m. Unanimous.**

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