

**WALDO COUNTY COMMISSIONERS COURT SESSION
JULY 19, 2017**

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 with the Commissioners was Treasurer David Parkman Deputy Treasurer Karen Trussell, who reported the following:

The County Checkbook balance is \$35,853.29.

The Jail Checkbook balance is \$18,737.39.

Tax Anticipation Note:

\$1,900,000.00 has been borrowed on the County side.

\$1,950,000.00 has been borrowed on the Jail side.

Total borrowed as of July 19, 2017 is \$3,850,000.00.

D. Parkman explained that the amount they borrowed for the Jail this year was not enough. They had budgeted based on the previous year but there is still \$600,000.00 left and while it might be tight, they believed property taxes would start coming in soon enough. The Commissioners recommended increasing the amount to be borrowed on the Jail for 2018.

County Appropriations:

The budget is 51% expended and could be 54%.

The Commissioners noticed that the overtime line is getting high.

County Revenue:

The County revenue received is 60.20%.

Corrections Appropriations:

The Corrections budget is 62% expended at this time of year.

Corrections Revenue:

The Corrections revenue received is 4.21%.

****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 July 13, 2017 General Fund Accounts Payable Warrant and July 13, 2017 payroll in the amount of \$436,952.12. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the July 13, 2017 Capital Active & Restricted Reserve warrant in the amount of \$217,639.76. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the July 13, 2017 Reentry Accounts Payable warrant and July 13, 2017 payroll in the amount of \$105,208.62. Unanimous.**

**** B. Johnson moved, A. Fowler seconded to authorize payment of the July 13, 2017 MCRRC Restricted Reserve warrant in the amount of \$9,931.91. Unanimous.**

ASSET FORFEITURE:

K. Trussell notified the Commissioners that the County has received the transfer of 100% (\$930.00) of asset forfeiture in the case of State of Maine v. Tina Spaulding, Defendant on the grounds that the Waldo County Sheriff's Office made a substantial contribution to the investigation of this or a related criminal case.

****B. Johnson moved, A. Fowler seconded to accept asset forfeiture in the amount of \$930.00. Unanimous.**

COMMUNITY CORRECTIONS 30% Annual Expenditure Report.

****A. Fowler moved, B. Johnson seconded that W. Shorey sign the Community Corrections Annual Expenditure paperwork. Unanimous.**

FACILITIES REPORT:

Present with the Commissioners was Facilities Manager Keith Nealley, who reported the following:

1. Sun Dog Solar project: A 30down payment of \$9,594.00 is needed.

****A. Fowler moved, B. Johnson seconded to pay the down payment of \$9,594.00 to Sun Dog. Unanimous.**

2. The heat pumps have been installed at the Jail and there has been great success in temperature comfort levels.

3. K. Nealley had an inquiry from a neighbor regarding the dumpster in the yard at the Old Jailer's House and how long it would be there. K. Nealley explained that the Brownfields cleanup work has started at the Old Jailer's House and Old Jail and the dumpster will be removed when they are done later in the summer.

4. K. Nealley received approval from the Commissioners to takes inmates to lunch once a week who do work at the County buildings.

EXECUTIVE SESSION:

****A. Fowler moved, B. Johnson seconded to go into executive session at 9:31 a.m. for discussion of a personal matter related to assignments and duties as permitted by 1 M.R.S.A. §405(6)(A). Unanimous.**

****A. Fowler moved, B. Johnson seconded to come out of executive session at 9:33 a.m. No action was taken.**

****A. Fowler moved, B. Johnson seconded to go into executive session at 9:33 a.m. for discussion of contractual duties as permitted by 1 M.R.S.A. §405(6)(A). Unanimous.**

****B. Johnson moved, A. Fowler seconded to come out of executive session at 9:41 a.m. Unanimous.** No action was taken.

SHERIFF'S REPORT:

Present with the Commissioners was Chief Deputy Jason Trundy, as the Sheriff was on vacation. Chief Trundy reported the following:

1. Deputy John Shaw has resigned for the second time this year effective July 29, 2017. There are now two openings for Deputies' positions. Currently there are 10 to 11 applications.

****A. Fowler moved, B. Johnson seconded to accept the resignation of Deputy John Shaw effective July 29, 2017. Unanimous.**

2. The Sheriff is looking to update the Standard Operations Policies. The mandatory policies from the police academy are vetted and are strong policies. The rest of the Waldo County Sheriff's policies have never been reviewed by legal counsel. J. Trundy has been looking at companies who perform this service. Some are very, very expensive. The Sheriff also contacted the legal firm of BernsteinShur, and their quote is \$3000.00 to \$4,000.00 over a couple of years, which is much less expensive than other companies. There are about 35 polices that need to be reviewed and there will continue to be policies changing over the years. Chief Deputy said they would like to get it started as soon as possible. The Commissioners agreed and stated that they would allow this to be paid from the Commissioners' Professional Services line.

3. One Corrections officer will be out on medical leave for a minimum of a year. The Sheriff needs to post for a temporary full-time position in the meantime. They will make it clear in the posting that it is temporary full-time.

****B. Johnson moved, A. Fowler seconded to authorize the Sheriff to post and hire a temporary full-time Corrections Officer immediately. Unanimous.**

4. Domestic Violence Detective Grant: J. Trundy reported that the application is nearly written and the budget piece is being worked on now.

5. The Chief and Sheriff are headed to Eastport for the Maine Sheriff's Convention Thursday and Friday.

EXECUTIVE SESSION:

****B. Johnson moved, A. Fowler seconded to go into executive session at 9:43 a.m. for discussion of a potential contract as permitted by 1 M.R.S.A. §405(6)(A). Unanimous.**

****A. Fowler moved, B. Johnson seconded to come out of executive session at 9:48 a.m. Unanimous.**

PUBLIC COMMENT:

Nobody from the public came to speak.

CORRESPONDENCE:

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

1. Inmate Boarding Contract with Lincoln and Sagadahoc Multicounty Jail Authority and Waldo County Maine: B. Arseneau reported that errors in the document were found related to dates of payment. The previous contract payment dates were inadvertently left in and should be changed as follows: Waldo will make four quarter payments on or before July 1, 2018, October 1, 2018, January 1, 2019 and April 1, 2019. She had already
2. The Commissioners had approved the updated Human Resources Director Position during their previous court session on July 5, 2017. The Commissioners signed the final copy.
3. Communications Director Owen Smith sent a memo that employment ceased for Wendy Galvin effective July 11, 2017.
****A. Fowler moved, B. Johnson seconded to accept the last day of employment for Wendy Galvin as July 11, 2017. Unanimous.**
4. The Commissioners noted a pay step increase for Dispatcher Holden Doyon for completing one year of employment on July 11, 2017 from \$18.64 to \$19.28 per hour, including vacation hours increasing to 80 hours per year.
5. The Commissioners received an invitation to apply to Midcoast Leadership Academy at the University of Maine Hutchinson Center. No interest was expressed at this time.
6. B. Arseneau reported that the 2018 budget templates are being completed and will be sent out by the first week in August. She reported that they had been “overhauled” as permitted by the Commissioners to clean up formatting deviations and errors and to create fewer steps and clearer instructions. It has been a lengthy project. B. Arseneau said this is the first time she has done the entire budget from start to finish in many years and it has been a learning curve since the process was changed back in 2009.
7. Two candidates have been selected to be interviewed by the Commissioners to fill the Assistant Clerk position in the Commissioners Office. The Commissioners stated that they would interview the finalists during their court session on August 2, 2017.

APPROVAL OF MINUTES:

B. Arseneau requested that the Commissioners approve the minutes from the July 5, 2017 Waldo County Commissioners Court Session as presented.

****B. Johnson moved, W. Shorey seconded to approve the minutes from the July 5, 2017 Waldo County Commissioners Court Session. Unanimous.**

COMMISSIONERS MISCELLANEOUS BUSINESS:

1. A. Fowler attended the Substance Abuse Forum and reported that it was excellent. It was very focused on how to deal with it and she came back with a set of books to share with Commissioner

Johnson, who was unable to attend. Several hundred people attended. There was a mix-up on the registration and she was not on the list but they allowed her to attend. B. Arseneau was asked to make sure any follow-up information be sent to Commissioner Fowler.

2. A. Fowler reported that former Oxford County Sheriff's Office Captain Edward Quinn passed away on July 11, 2017. She attended his service and stated that she was proud to see Ray Porter there along with other administrators. She noted that the Waldo County Sheriff had also sent a beautiful arrangement to the Oxford County Sheriff's Office.

3. The Commissioners discussed the need for larger 10.5 screen-size iPads in order to be able to work easier while out of the office. They asked to meet with Technology Consultant J. Arseneau during their next court session to obtain information on what these would cost, whether or not they could trade in the current smaller iPads and to answer any other questions they may have.

EXECUTIVE SESSION:

****B. Johnson moved, A. Fowler seconded to enter Executive Session at 10:27 a.m. for discussion of the Deputies Labor Contract Negotiations as permitted by 1 M.R.S.A. §405(6)(D).**

Unanimous.

****B. Johnson moved, A. Fowler seconded to come out of Executive Session at 10:57 a.m.**

Unanimous. No action taken.

NEXT COMMISSIONERS COURT SESSION:

The next Waldo County Commissioners Court Session will be August 2, 2017 starting at 9:00 a.m. in the Probate Courtroom, 39A Spring Street.

****B. Johnson moved, A. Fowler seconded to adjourn the court session at 10:58 a.m. Unanimous.**

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