

**WALDO COUNTY COMMISSIONERS COURT SESSION
JANUARY 3, 2018**

PRESENT: Commissioners William D. Shorey, Amy R. Fowler, and Betty I. Johnson. Also present was Assistant Clerk Lynn Patten to take minutes.

Call to Order: Commissioner Shorey called the court session to order at 2:30 p.m.

CHAIRMAN FOR 2018:

****A. Fowler moved, B. Johnson seconded to nominate William Shorey as Chairman of the Board of the Waldo County Commissioners for 2018. Unanimous.**

TREASURER'S REPORT:

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

TAX ANTICIPATION NOTE FOR 2018:

****A. Fowler moved, B. Johnson seconded to sign the Tax Anticipation Note for 2018 with Camden National Bank. Unanimous.**

TREASURER'S REPORT:

The County Checkbook balance is \$755,616.224.

The Jail Checkbook balance is \$173,475.48

County Appropriations:

97% of the 2017 budget has been expended and it should be 100% at this time.

County Revenue:

113.01% of the 2017 County revenue has been received.

Corrections Appropriations:

99% of 2017 budget has been expended and should be 100% expended.

Corrections Revenue:

119.06% of the 2017 Corrections revenue has been received.

There will be one more backdated warrant for the year of 2017. Final figures will be available for review at the next Commissioners Court Session. Revenues will change slightly due to December's interest on the bank accounts. A. Fowler wanted to make sure that with the Communications budget going over by \$7,326.00, the overall County's bottom line would be under budget. Karen confirmed that is the case.

****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 December 28, 2017 General Fund Accounts Payable warrant including the December 22 & 28, 2017 payroll in the amount of \$246,427.38. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the December 28, 2017 Capital, Active & Restricted Reserve warrant in the amount of \$49,345.64. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the December 28, 2017 Reentry Accounts Payable warrant including December 28, 2017 payroll in the amount of \$54,346.04. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the December 28, 2017 MCRRC Restricted Reserve in the amount of \$2,871.29. Unanimous.**

FACILITIES REPORT:

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

1. After interviewing three (3) candidates for the Custodian position, K. Nealley recommended hiring Robert Couturier at the 1-year pay level of \$16.92 due to his previous experience.
****A. Fowler moved, B. Johnson seconded to hire Robert Couturier as full-time Facilities Custodian effective January 2, 2018 at the 1-year pay level of \$16.92 per hour, commensurate with his experience. Unanimous.**
2. Upon ending their contract, the previous cleaners took all of their cleaning supplies such as mops, buckets, vacuums, toilet bowl brushes, etc. K. Nealley had to replace all of these items for each County building for the new Custodian. He utilized the leftover funds from the Cleaning Contract line of his 2017 budget for these purchases.
3. There were two (2) freeze-ups on January 2, 2018; one at the Reentry Center and the other in the Sheriff's small garage bay. Both were thawed with no damage. The old boiler at Superior Court has sprung a leak and is in the process of being repaired through a series of methods.

DEPUTIES OUTSIDE DETAIL RATE:

Present was Chief Jason Trundy who reported:

Documentation from September 2004 showed the billable rate for Outside Details would increase to \$30.00 per hour for Full-time Associates and \$20.00 per hour for Part-time effective January 1, 2005; there was also an additional \$5.00 per hour administration fee which seems to have stopped at some point. Chief Trundy stated that in covering details such as the Common Ground Fair, the County is going behind due to the costs for FICA and MainePers, etc. Chief Trundy checked the new contracted rates and their highest overtime rate would be over \$47.00 per hour. K. Trussell did some figuring and at the highest overtime rate with the expenses of FICA, etc., it would cost the County close to \$60.00 per hour. Chief Trundy feels there is a need to increase the billable rate for outside details, possibly adding back in the \$5.00 per hour administrative fee to cover these expenses. There was some discussion regarding details for non-taxpayer entities versus taxpayer entities. The concern was if the

rate was increased some of the schools may not be able to affordable the higher rate. It was the general consensus that there should be the flexibility at the Sheriff and/or Chief's discretion to bill schools, etc. at the actual cost of the Deputy.

****A. Fowler moved, B. Johnson seconded that services performed by Associates outside of regularly assigned duties that are reimbursed by non-taxpayer funds shall be billed at \$60.00 per hour with a four (4) hour minimum. Unanimous.**

****A. Fowler moved, B. Johnson seconded that services performed outside of regularly assigned duties that are reimbursed by tax-funded entities shall be billed at time and one half the Associate's current hourly wage, with a four (4) hour minimum.**

****A. Fowler moved, B. Johnson seconded to go into Executive Session for discussion of non-public information as permitted by M.R.S.A Title 1§405-A(6)(F) at 3:10 p.m. Unanimous.**

****B. Johnson moved, A. Fowler seconded to come out of Executive Session at 3:15 p.m. Unanimous.**

****A. Fowler moved, B. Johnson seconded to accept the actuary's recommended COBRA rates for 2018 as follows:**

Single - \$1,363.00 Medical/RX and \$5.00 Vision for a combined total of \$1,368.00.

Participant & Child: \$2,180.00 Medical/RX and \$8.00 Vision for a combined total of \$2,188.00.

Participant & Spouse: \$2,453.00 Medical/RX and \$9.00 Vision for a combined total of 2,462.00.

Family: \$3,407.00 Medical/RX and \$12.00 Vision for a combined total of \$3,419.00.

Unanimous.

CORRESPONDENCE:

Present to report correspondence was Assistant County Clerk Lynn Patten as follows:

1. The Commissioners are in receipt of letter from Communications Director Owen Smith notifying them that employment ceased for full-time Dispatcher Stephen Waterman effective January 3, 2018 with wages paid through January 4, 2018.

****A. Fowler moved, B. Johnson seconded to accept Stephen Waterman's last day of employment as January 3, 2018 with wages paid through January 4, 2018. Unanimous.**

2. Human Resources Director Michelle Wadsworth needed the 2018 Part-time Non-exempt/Non-union and Part-time Corrections pay scales reviewed and signed. The Commissioners signed the 2018 pay scales.

3. With the new Deputies Association Contract retroactive to January 1, 2017, the Commissioners noted revised 2017 pay increases for the following Sheriff's Office personnel:

- February 19, 2017 Merl Reed was promoted to Detective with a pay increase to \$26.28 per hour.

- January 3, 2017 Sergeant James Greeley was selected to fill the full-time Domestic Violence Detective position at the rate of \$25.33 per hour. March 13, 2017 Detective Greeley reached his 12 year step increase to \$25.91 per hour.
- March 3, 2017 Ryan Jackson was hired as a Full-time Deputy at the starting rate of pay without certification at \$20.33 per hour. September 3, 2017 he reached his 6 month step raise to \$20.52 per hour. On December 15, 2017 Deputy Jackson completed his 18 week training at the Maine Criminal Justice Academy making him eligible for the certified rate of pay increase to \$20.98 per hour.
- March 2, 2017 Deputy Darrin Moody was promoted to Corporal with a rate of pay to \$24.66 per hour. December 13, 2017 Corporal Darrin Moody reached the 8 year step raise to \$25.33 per hour.
- March 20, 2017 David Wight was hired as a Full-time Deputy with starting pay at the sixteen year rate with certification of \$23.97 per hour.
- April 4, 2017 Deputy Cassandra McDonald reached the 1 year step increase to \$21.01 per hour. On May 19, 2017 she completed her 18 week training at the Maine Criminal Justice Academy making her eligible for the certified rate of pay increase to \$21.30 per hour.
- August 20, 2017 Deputy Mariza Gionfriddo went from Part-time to Full-time at the starting step rate without certification of \$20.33 per hour.
- August 18, 2017 Deputy Jeffrey Rice went from Part-time to Full-time at the 8 year step rate of \$23.06 per hour.
- November 1, 2017 Corporal Gregory Jones returned to Deputy status at the rate of \$21.59 per hour.
- June 19, 2017 Sergeant Cody Laite reached the 5 year step increase to \$26.81 per hour, as well as a vacation step to 120 hours.
- June 19, 2017 Deputy Jordan Tozier reached the 5 year step increase to \$22.42 per hour, as well as a vacation step to 120 hours.
- July 15, 2017 Detective Dale Brown reached the 16 year step increase to \$26.28 per hour.
- July 19, 2017 Deputy Kevin Littlefield reached the 8 year step increase to \$23.06 per hour.
- November 18, 2017 Detective Jason Bosco reached the 16 year step raise to \$26.28 per hour.

4. L. Patten asked the Commissioners to review the list of County Commissioner/Employee Committee Responsibilities to be sure it was accurate and let her know if any changes were needed.

APPROVAL OF MINUTES:

L. Patten requested that the Commissioners approve the minutes from both the December 7, 2017 and December 20, 2017 Waldo County Commissioners Court Sessions as presented.

**** B. Johnson moved, A. Fowler seconded to approve the minutes from the December 7 & 20, 2017 Waldo County Commissioners Court Sessions as presented. Unanimous.**

COMMISSIONERS MISCELLANEOUS BUSINESS:

1. Commissioners Court Session Changes: As a result of Commissioner Shorey's vacation March 17 to April 18, 2018, the Commissioners will move the March 21st court session to Thursday, March 15, 2018 at 1:30 p.m., the April 5, 2018 session will be cancelled, and the April 18, 2018 session will be rescheduled for Thursday, April 19, 2018 at 1:30 p.m.


The next Commissioners Court Session will be held Wednesday, January 17, 2018 at 9:00 a.m. in the Probate Courtroom, 39A Spring Street, Belfast.

2. B. Johnson reported that she attended a Belfast City Council Meeting and introduced Lorraine Brown, new Director of Belfast Creative Coalition. She noted that she received a number of questions, as County Commissioner in attendance, regarding whether or not the County was opening warming centers and explained that people should dial 2-1-1 to learn where open shelters are. She also mentioned that EMA makes sure that every town has a generator but it is up to the municipality to provide the centers. She briefly discussed the difficulty in the County providing a large shelter and the fact that the Red Cross has a great shortage of volunteers. Churches have the ability to do mini shelters for under 12 people.

****B. Johnson moved, A. Fowler seconded to go into Executive Session for discussion of non-public information as permitted by M.R.S.A Title 1§405-A(6)(F) at 3:40 p.m. Unanimous.**

**** B. Johnson moved, A. Fowler seconded to adjourn the Executive Session at 4:10 p.m. Unanimous. No action taken.**

**** B. Johnson moved, A. Fowler seconded to adjourn the court session at 4:11 p.m. Unanimous.**

Respectfully submitted by 

Waldo County Assistant Clerk