

**WALDO COUNTY COMMISSIONERS COURT SESSION
(SPECIAL SESSION)
OCTOBER 26, 2018**

PRESENT: Commissioners William D. Shorey, 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 1:50 p.m.

EXECUTIVE SESSION:

****B. Johnson moved, A. Fowler seconded to go into executive session at 1:51 p.m. as permitted by M.R.S.A. Title 1§405(6)(F) for discussion of non-public information. Unanimous.**

***A. Fowler moved, B. Johnson seconded to come out of executive session at 2:33 p.m. Unanimous.** No action was taken.

NEW TECHNOLOGY COMPANY - S. J. ROLLINS TECHNOLOGIES:

Present with the Commissioners were Ryan Mick, Joe Stellato, John McLeod, and Chance Rollins of S. J. Rollins Technologies, and James Arseneau of J&B Diversified Associates. All were introduced to one another. The Commissioners explained that they would like J. Arseneau to work with S. J. Rollins to get them on board to take over IT work for the County. S. J. Rollins will have access and start learning the processes effective November 1, 2018. They will take over IT work fully December 1, 2018. J. Arseneau will continue to work with them as needed until the end of December.

The Commissioners and both companies discussed the IT work that has been and will need to be performed. It was decided that two County employees will be selected to serve as primary points of contact between the County and S. J. Rollins regarding non-emergent technology issues. These two employees will be assigned a number of departments and will maintain a list of non-emergency work for those departments. S. J. Rollins will come in about every two weeks, obtain those lists and speak with those two employees. More details will be forthcoming regarding procedures to notify S. J. Rollins of work needed in each department, and how emergency calls will be handled.

S. J. Rollins' regular hours are 8:00 a.m. to 5:00 p.m. They also will provide support 24/7. After hours rates will apply. The contract with the County will be a simplified one and will be the duration of one year. At first S. J. Rollins staff will be in the County departments multiple times a week to gain an understanding of the whole scope of work. After this initial period, non-emergency work will be performed every other week, and emergency work will be on an as-needed basis.

DEPARTMENT HEADS MEET & GREET WITH S. J. ROLLINS TECHNOLOGIES:

Department Heads who came to meet with the Commissioners were Sheriff Jeffrey Trafton, Communications Director Owen Smith, Register of Deeds Stacy Grant, Facilities Manager Keith Nealley, and Register of Probate Sharon Peavey.

CORRESPONDENCE:

Present to report correspondence was County Clerk Barbara Arseneau.

1. The County Commissioners noted that Dispatcher Rachel Leavitt received the Certified Terminal Operator certificate on October 19, 2018 after attending the five-day class and passing the final exam. She will receive a pay increase from \$17.74 per hour to \$19.01.

2. B. Arseneau informed the Commissioners that outside organizations have been calling and coming into the office to express interest in renting space that may become available after District Court moves into the new consolidated courthouse. Some have expressed interest in the current Probate space and some have expressed interest in the upper level of the current District Courthouse building. Some have asked if space in the Superior Courthouse may become available. B. Arseneau asked how to handle these inquiries. The Commissioners instructed her to take the contact information for persons interested in renting space, to tell them that no decisions have been made by the Commissioners regarding how the vacant space will be used. The Commissioners said they will need to discuss how the space may be used by county employees and what space will be available to rent to interested parties once District Court moves out.

APPROVAL OF MINUTES:

****B. Johnson moved, A. Fowler seconded to approve the minutes from the October 18, 2018 Commissioners Court Session. Unanimous.**

MISCELLANEOUS BUSINESS:

1. B. Johnson said that she has been invited to sit on an advisory committee at the Technical School to review how adult education and the Tech can work together for more training for adults and confirmed approval with the other two commissioners before accepting this position.

2. A. Fowler informed the Commissioners that MCCA and MSA have received an offer from the Muskie Center to perform a detailed report on Jail Costs and extremes and the reasons. They would serve as a neutral agency to report this information to the legislature. MCCA is looking to work closely with MSA to present a united front. To have this report funded, each County might be asked to contribute \$609.00, if it cannot be funded by MCCA and MSA.

****A. Fowler moved, B. Johnson seconded that, in the event MCCA/Risk Pool does not adequately fund their share of the Muskie School Study, Waldo County would contribute \$609.00 from the CCA funds. Unanimous.**

NEXT COUNTY COMMISSIONERS SESSION:

The next Commissioners Court Session will be a regular session held November 1, 2018 at 9:00 a.m. in the Commissioners Conference Room at 39B Spring Street, Belfast.

****A. Fowler moved, B. Johnson seconded to adjourn the court session at 4:06 p.m. Unanimous.**

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