

WALDO COUNTY COMMISSIONERS COURT SESSION
DECEMBER 6, 2018
REVISED

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 9:00 a.m.

TREASURER'S REPORT:

Present with the Commissioners were Treasurer David Parkman and Deputy Treasurer Karen Trussell, Julie Cote of Bangor Savings Bank, and Paul Doody of Camden National Bank.

Tax Anticipation Note Bids:

1. Bangor Savings: The proposed interest rate is 3.21% as needed or lump sum.
2. Camden National: The proposed interest rate is 2.56% as needed or lump sum.
3. Key Bank: The proposed rate is 2.84% as needed or lump sum.

****A. Fowler moved, B. Johnson seconded to award the Tax Anticipation Note for 2019 to Camden National Bank. Unanimous.**

Four (4) Reserve Account Bids:

1. Camden National: Interest rate of 1.75% and no minimum required. No fees.
2. Bangor Savings: Interest rate of 1.65% and .50 cents per transaction after the first 500.

K. Trussell noted that with the Detail Reserve, there can be more than 500 transactions.

****A. Fowler moved, B. Johnson seconded to award the County's Reserve Accounts to Camden National Bank. Unanimous.**

The County Checkbook balance is \$1,472,753.63.

The Jail Checkbook balance is \$488,741.77.

The Tax Anticipation Note has been paid in full. D. Parkman reported that interest went over budget in the amount of \$8,000.00 each on both the County side and the Jail side. In 2018, interest paid was 1.68%.

100.00% of the taxes have been collected.

The following towns have paid their taxes: Troy, Palermo, Freedom, Knox, Liberty, Morrill, Winterport, Burnham, Thorndike, Montville, Prospect, Unorganized Territory, Stockton Springs,

Belfast, Unity, Lincolnville, Searsmont, Waldo, Swanville, Jackson, Searsport, Belmont, Brooks, Monroe, Northport, Frankfort, and Islesboro.

D. Parkman reported that all the departmental budgets look very good for this time of year.

County Appropriations:

88% of the budget has been expended and it could be 92% at this time.

County Revenue:

105.97% of the County revenue has been received.

Corrections Appropriations:

89% of budget has been expended and could be 92% expended.

Corrections Revenue:

96.28% of the Corrections revenue has been received.

****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 November 30, 2018 General Fund Accounts Payable warrant including the November 15 and 29, 2018 payrolls in the amount of \$869,927.50. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the November 30, 2018 Capital, Active & Restricted Reserve warrant in the amount of \$19,946.75. Unanimous.**

**** B. Johnson moved, A. Fowler seconded to authorize payment of the November 30, 2018 Reentry Accounts Payable warrant including the November 15 and 30, 2018 payroll in the amount of \$1,607,403.97. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the November 30, 2018 MCRRC Restricted Reserve warrant in the amount of \$30,569.94. Unanimous.**

CLOSING BOOKS – REGISTRIES OF DEEDS AND PROBATE:

REGISTRY OF DEEDS:

Fees:	\$317,265.06
Surcharge	\$21,807.00
Interest:	\$79.37
Transfer Tax:	\$80,352.58

GRAND TOTAL: \$419,504.01

B. Johnson mentioned that one of her constituents would like her to pursue getting all Deeds Records online. S. Grant said she understood and looked at it two ways – they are doing it in-house, which saves the County money. A company was hired for a few years but it was expensive and there were a number of corrections required. S. Grant explained that they are now with IQS and there will be indexing online eventually. Currently, they are working on the 1970's. They do their best to help people in searching.

W. Shorey asked how much square footage the Registry of Deeds occupies. S. Grant said that they are not expanding at this point because digital records from a certain time period forward make it so that books no longer need to be kept. The Registry won't need more space any time soon.

REGISTRY OF PROBATE:

Fees:	\$106,538.69
Surcharge:	\$2,874.51
Restitution:	\$3,342.88

FACILITIES REPORT:

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

1. Extension Building Report: Maritime Energy went to check boiler. All the tubing is cracked and they were concerned about CO2 levels and talking about condemning the building. K. Nealley told them that he would monitor it for safety, and that was acceptable. He will put CO2 detectors in that building. He has money left in the 2018 budget that should cover this.
2. The Jail boiler fix did not take as well as he and Commissioner Shorey had hoped. That section will need to be removed sometime in the spring. K. Nealley said he believed that the section could be replaced for under \$10,000.00. He will be monitoring it in the meantime.
3. K. Nealley is still waiting for an air quality report for the new archive. He will get back to the Commissioners when the final report is received.

EMA REPORT:

Present with the Commissioners was EMA Director Dale Rowley, who presented the following:

1. D. Rowley requested that the Commissioner Chairman sign the Waldo County Pre-disaster Long Term Recovery Plan (LTRP) Promulgation an Emergency Powers.
****A. Fowler moved, B. Johnson seconded to approve the Waldo County Pre-disaster Long Term Recovery Plan Promulgation with Emergency Powers. Unanimous.**
2. W. Shorey commended D. Rowley for the annual EMA awards ceremony and dinner on November 27, 2018.
3. D. Rowley reviewed the history of the generator that had come from Waldo County General Hospital. It went to Troy Howard Middle School. Mitch Brown had said that the school would take over inspections and running it to keep it ready to go. He has heard that since Mitch Brown left,

nobody is attending to it. D. Rowley suggested finding out how much the school is interested in the generator. D. Rowley would like to take that and install it for the YMCA. He has been working with Dale Cross and needs to continue with the new director to try and get a generator for them. Depending on whether or not the school is willing to maintain it, he would consider moving it to the YMCA. The Emergency Shelter reserve has a balance of \$21,000.00 so some funds from that may need to be used. He would be speaking with the superintendent of schools and the YMCA Director and will get back to the Commissioners.

There was brief discussion of grant fund opportunities. 90% of the Homeland Security Grant funds is no longer available.

SHERIFF'S REPORT (Unanticipated):

Present was Sheriff Jeffrey Trafton with the following:

J. Trafton requested that the Commissioners go into executive session for discussion of a non-public legal information.

****A. Fowler moved, B. Johnson seconded to go into executive session for discussion of non-public information at 9:44 a.m. 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 10:00 a.m. Unanimous.** No action taken.

CORRESPONDENCE:

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

1. ****A. Fowler, moved, B. Johnson seconded to accept and sign the updated job descriptions for the Finance Director/Deputy Treasurer and Treasurer effective January 1, 2019 as presented on November 15, 2018. Unanimous.**

2. Sheriff Jeffrey Trafton sent a memo verifying that Deputy Daniel Perez was selected to fill the temporary Corporal position at the Waldo County Sheriff's Office effective November 25, 2018.
****A. Fowler moved, B. Johnson seconded to approve Deputy Daniel Perez filling the temporary Corporal position at the Waldo County Sheriff's Office effective November 25, 2018 until February 16, 2019. His pay will increase from \$22.03 to \$24.27 per hour. Unanimous.**

3. The Maine County Commissioners Association requested that the Commissioners provide the name of the Commissioner who will serve as the Board of Director on the MCCA Risk Pool, and the Executive Board of Directors, along with who would serve as the proxy in 2019.
****B. Johnson moved, A. Fowler seconded for Amy Fowler to serve as director on both boards, and for Betty Johnson to serve as proxy on both boards for 2019. Unanimous.**

4. Commissioners Johnson and Fowler plan to attend the Newly Elected Official Training on December 14, 2018. The Commissioners requested that the new Treasurer be notified of this opportunity to take the elected officials training.

5. Register of Deeds Stacy Grant submitted a letter requesting that she be allowed to close the Deeds Office from 11:30 a.m. to 1:00 p.m. on Tuesday, December 18, 2018 for their annual Christmas luncheon. The Commissioners authorized this.

6. Prosecutorial Assistant Dean Jackson had sent a memo requesting that the District Attorney's Office be allowed to close at 3:00 p.m. on Friday, December 21, 2018 to have a small Christmas party and retirement party for A.D.A. Neil McLean and D.A. Jonathan Liberman. The Commissioners authorized this.

7. S.J. Rollins Technologies sent a memo informing all employees that they have migrated the email spam filtering product for the County to a new product. B. Arseneau said she requested that one of the technicians contact each Commissioner to walk them through the process, so they can expect a telephone call to do that.

8. B. Arseneau notified the Commissioners that the Courts will be closed on December 24th and December 31st in addition to December 25th and January 1st.

9. B. Arseneau referenced recent communication about the possibility of one or two employees learning how to make very basic updates on the County's web site. The Commissioners discussed the need for Technology Consultant James Arseneau to train both Assistant Clerk Lynn Patten and Chief Jason Trundy to do this. In order to accomplish this, they believed they should extend the monthly contract with J&B Diversified Associates one more month through January 31, 2019.

****B. Johnson moved, A. Fowler seconded to extend the agreement with J&B Diversified Associates until January 31, 2019. Unanimous.**

The Commissioners instructed B. Arseneau to notify both James Arseneau and S.J. Rollins Technologies of this decision.

10. A letter was received on November 26, 2018 from AquAeTer notifying the Commissioners of collocation on an existing Communication Tower on Tower Road in Liberty. If the Commissioners have any written comments regarding the proposed collocation of antennas at 267 feet on the existing tower and extension of the surrounding fence, their comments should be submitted within 35 days of receipt of this letter.

11. Janet Anderson of the Town of Islesboro sent a letter dated November 19, 2018 to the County Commissioners thanking them for awarding Fred Porter as one of the winners of the 2018 Spirit of America Foundation Tribute for outstanding community service.

12. The National Association of Counties (NACo) recently sent information on the total cost benefits experienced by each Maine County enrolled in NACo's prescription drug discount program, and Waldo County was one of the highest.

13. B. Arseneau reminded the Commissioners that she and Assistant Clerk Lynn Patten would be attending training "Managing Freedom of Access Requests" on Tuesday, December 11, 2018.

APPROVAL OF MINUTES:

****B. Johnson moved, A. Fowler seconded to approve the minutes from the November 15, 2018 Commissioners Court Special Session as presented. Unanimous.**

COMMISSIONERS MISCELLANEOUS BUSINESS:

Present with the Commissioners was Ethan Andrews of the Republican Journal/VillageSoup News.

E. Andrews asked about the changes in the Treasurer's budget. He asked if it was because the Commissioners had been supporting the opponent and that individual hadn't won. W. Shorey responded that this was not the reason, and that the Commissioners have discussed making the changes in this position numerous times over the years because K. Trussell has essentially been doing the work of the Deputy Treasurer and the Treasurer. The Commissioners made changes in the job descriptions applicable to those duties at this time because the current treasurer was retiring.

E. Andrews asked if pay for Deputy Treasurer was increased. The Commissioners said that it had increased by about \$2,400.00 and this difference is because they are promoting her as Finance Director in addition to Deputy Treasurer. The Commissioners explained that she basically does all the work, and has been doing the job of Finance Director for years. The Commissioners explained the functions of Deputy Treasurer and noted that she did the job of the Treasurer while he was out due to illness.

E. Andrews asked if it was problematic for an elected position when the pay was changed after the election. The Commissioners responded that it shouldn't be, and that this happens when a new person is coming in and a long-term person is leaving. The pay would not be the same.

There was discussion of the timing of the elections and the pay then changing. The Commissioners reiterated that the Treasurer had been ill and the Deputy Treasurer was doing both jobs. A. Fowler said she could understand why someone might think the election results was the reason, but that was not the case.

E. Andrews asked why the Treasurer's starting pay was dropped down to \$2,500.00 and what that figure was based on. He also asked why it was at the last minute, and why the Public Hearing draft of the 2019 budget had one figure on it and then at the Public Hearing, there was a different, lower figure. B. Johnson explained that the Commissioners had notified the Budget Committee at their last meeting prior to the Public Hearing that there would be changes coming on the Treasurer's budget at the Public Hearing. She also stated that the Commissioners had asked for a survey of the salaries for Treasurers from other counties and they had not heard back from all the counties at that point. E. Andrews requested additional information be made available to him as soon as possible.

NEXT COUNTY COMMISSIONERS SESSION:

The next Commissioners Court Session will be a regular session held December 20, 2018 at **1:00 p.m.** in the Commissioners Conference Room at 39B Spring Street, Belfast.

The Commissioners informed the County Clerk that none of them could stay for the informational meeting with document management vendors.

****B. Johnson moved, W. Shorey seconded to adjourn the court session at 11:03 a.m. Unanimous.**

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