

**WALDO COUNTY COMMISSIONERS COURT SESSION
JANUARY 3, 2019**

PRESENT: Commissioners William D. Shorey and Amy R. Fowler. (Betty I. Johnson was tied in via telephone for a conference call due to illness by 9:10 a.m.)

Also present was Treasurer Peter Sheff, Finance Director/Deputy Treasurer Karen Trussell, and County Clerk Barbara Arseneau to take minutes.

Call to Order: Commissioner Shorey called the court session to order at 9:02 a.m.

CHAIRMAN FOR 2019:

****A. Fowler moved, W. Shorey seconded to nominate William Shorey as Chairman of the Board of the Waldo County Commissioners for 2019. Passed by two.**

(Commissioner Johnson was now on the conference call and asked to participate in the court session.)

TAX ANTICIPATION NOTE FOR 2019:

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

FINANCIAL REPORT:

Present with the Commissioners was Finance Director/Deputy Treasurer Karen Trussell, who reported the following:

The County Checkbook balance is \$569,186.16.

The Jail Checkbook balance is \$301,432.20.

County Appropriations:

96% of the 2018 budget has been expended and it could be 100% at this time.

County Revenue:

107.72% of the 2018 County revenue has been received.

Corrections Appropriations:

94% of 2018 budget has been expended and could be 100% expended.

Corrections Revenue:

119.10% of the 2018 Corrections revenue has been received.

Remaining in the 2018 budget is:

County: \$173,556.85

Jail: \$173,430.71

There will be one more backdated warrant for the year of 2018. Final figures will be available for review at the next Commissioners court session.

****A. Fowler moved, B. Johnson seconded to take \$20,000.00 from undesignated funds and moving it to the Communications Equipment Reserve to pay a recently received invoice. Unanimous.**

****B. Johnson moved, A. Fowler seconded to file the Financial Report. Unanimous.**

WARRANTS:

****B. Johnson moved, A. Fowler seconded to authorize payment of the December 27, 2018 General Fund Accounts Payable warrant including the December 27, 2018 payroll in the amount of \$375,957.44. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the December 27, 2018 Capital, Active & Restricted Reserve warrant in the amount of \$20,634.50. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the December 27, 2018 Reentry Accounts Payable warrant including December 27, 2018 payroll in the amount of \$154,065.40. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the December 27, 2018 MCRRC Restricted Reserve in the amount of \$1,189.08. Unanimous.**

SAFETY SUGGESTIONS:

A. Fowler read the 2019 safety suggestions won by both Victim Witness Advocate Kathleen Greeley and Sergeant Nicholas Oettinger. The Commissioners thanked Kathleen Greeley, who was also present, for her safety suggestion of doing a “safety check-up” in each office. This would include updating evacuation procedures and fire escape routes, refilling first aid boxes, issuing pepper spray to new employees and train on how to properly use it, re-issuing pepper spray to existing employees who no longer have it, make sure several employees in each office know how to use the AED units, and offer CPR training to each employee.

The Commissioners also read the safety suggestion from Nicholas Oettinger, who could not be present. His suggest was for “building security,” including having the Sheriff’s Office perform a site assessment of each county building and make a safety response plan with the staff for what to do in a security threat situation. This is done in the schools and other various facilities and it would be beneficial to put a plan in place for the County. In today’s current socio/political climate, there is a need to prepare for a situation that all hope will never happen. Sgt. Oettinger volunteered to coordinate this effort.

The shared winnings for the safety suggestions was \$50.00 each.

CORRESPONDENCE:

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

1. B. Arseneau had found that she had unintentionally approached the Commissioners twice about the minimum amount an item would cost to be included in department inventory in all

departments. On February 1, 2018, the Commissioners had voted for the minimum worth to be \$200.00. On April 19, 2018, the Commissioners had voted for the minimum to be \$100.00.

After brief discussion, the Commissioners voted as follows:

****A. Fowler moved, W. Shorey seconded that the minimum worth of an item to be included in inventory would be \$500.00. Unanimous.**

2. Register of Probate Sharon Peavey sent a letter indicating that Probate Deeds Clerk Elaine B. Russell will have satisfactorily completed 8 years of employment on January 13, 2019 and will receive a pay increase to \$19.86 per hour. The Commissioners noted this.

3. Tabled discussion regarding enrollment for part-time employees in Delta Dental Insurance Plan:

After a brief discussion regarding what the work hour minimum would need to be, whether or not this might lead to requests to be enrolled in health insurance, etc., the Waldo County Commissioners voted as follows:

****A. Fowler moved, W. Shorey seconded not to change enrollment with Delta Dental Insurance to include part-time employees. Unanimous.**

4. Lincoln County Commissioner William Blodgett's wife, Carol, passed away on December 29, 2018. B. Arseneau informed the Commissioners that a sympathy card has been sent.

APPROVAL OF MINUTES:

B. Arseneau did not have minutes transcribed for the December 6 and 20, 2018 Commissioners Court sessions due to the holidays and an unplanned absence. The minutes will be ready for the next Commissioners Court session.

COMMISSIONERS MISCELLANEOUS BUSINESS:

1. B. Johnson said she was not able to attend the Governor's inauguration but had heard that the event was very nice; nobody was jostled, etc. A. Fowler said she was able to attend and that it was a very nice event.

2. All expressed condolences to Commissioner Fowler in the passing of her father, Dennis Lindsay, last evening, January 2, 2019.

NEXT COURT SESSION:

The next Waldo County Commissioners Court Session is January 17, 2018 starting at 1:00 p.m.

****B. Johnson moved, A. Fowler seconded to adjourn the court session at 9:40 a.m. Unanimous.**

FACILITIES REPORT:

Facilities Manager Keith Nealley requested that the County Commissioners reopen their court session to discuss an unanticipated opportunity to lock in on #2 fuel prices for the County buildings for 2019-2020.

****A. Fowler moved, W. Shorey seconded to reopen the court session at 9:46 a.m. Passed by two. (Commissioner Johnson had hung up from the conference call.)**

K. Nealley reported that #2 fuel is available at \$2.165 per gallon fixed price for the 2019-2020 heating season (September 1, 2019 – May 31, 2020) at Maritime Energy. Currently the County is paying \$2.25 per gallon. K. Nealley locked down at 15,000 gallons and wanted to make sure this was acceptable.

****A. Fowler moved, W. Shorey seconded to approve locking in at \$2.165 per gallon as a fixed price with Maritime Energy for the 2019-2020 heating season of September 1, 2019 through May 31, 2020. Passed by two.**

****A. Fowler moved, W. Shorey to adjourn the court session at 9:52 a.m.**

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