

**WALDO COUNTY COMMISSIONERS COURT SESSION  
FEBRUARY 7, 2019**

**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.

**FINANCIAL REPORT:**

Finance Director Karen Trussell was out sick, so B. Arseneau who reported the following:

The County Checkbook balance is \$101,100.15.

The Jail Checkbook balance is \$35,204.29.

County Appropriations:

9% of the 2019 budget has been expended and it could be 11% at this time.

County Revenue:

18.18% of the 2019 County revenue has been received.

Corrections Appropriations:

13% of 2019 budget has been expended and should be 11% expended.

Corrections Revenue:

.82% of the 2019 Corrections revenue has been received.

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

**\*\*A. Fowler moved, B. Johnson seconded to set the mil rate and the tax assessment for 2019 at 0.001891524. Unanimous.**

**WARRANTS:**

**\*\*B. Johnson moved, A. Fowler seconded to authorize payment of the January 31, 2019 General Fund Accounts Payable warrant including the January 24, 2019 payroll in the amount of \$253,652.62. Unanimous.**

**\*\*B. Johnson moved, A. Fowler seconded to authorize payment of the January 31, 2019 Capital, Active & Restricted Reserve warrant in the amount of \$21,905.29. Unanimous.**

**\*\*B. Johnson moved, A. Fowler seconded to authorize payment of the January 31, 2019 Reentry Accounts Payable warrant including the January 24, 2019 payroll in the amount of \$115,511.06. Unanimous.**

**\*\*B. Johnson moved, A. Fowler seconded to authorize payment of the January 31, 2019 MCRRC Restricted Reserve in the amount of \$1,606.25. Unanimous.**

## **FACILITIES REPORT:**

Facilities Manager Keith Nealley cancelled because there was nothing to report.

## **VEHICLE BID OPENING:**

Present with the Commissioners was Lt. Matthew Curtis and Chief Jason Trundy. He noted that there won't be any bids for a RAM truck. They tried to bid it all out as a complete package but it hasn't worked. This year they put out a bid for the vehicles themselves and will go obtain package bids after that. The following bid proposals were submitted:

1. Newcastle: 2019 Dodge Durango at \$27,998.00. \$4,500 offered for trade-in of three cruisers. After trade-in, the total for four units is \$107,492, which is \$26,873.00 per vehicle.
2. Darlings: 2019 Durango Pursuit at \$29,610.00 per vehicle, or \$118,440.00 for all four. Trade-in is \$3,200.00 for the three cruisers, which brings it to \$28,810.00 per vehicle.
3. Darlings: F150 non-pursuit rated at \$34,467.00. For all four it would be \$134,668.00 or \$33,667.00 each after trade-in.
4. Darlings: F150 pursuit-rated unit after trade-in is \$148,732.00 for all four or \$37,183.00 each.
5. Quirk: 2019 Durango Pursuit with \$3,000.00 trade-in for 3 cruisers. \$29,090.00 for one or \$116,360.00 for four, minus trade is \$28,340.00 per unit. There were some other bids for sedans, which were not requested. The Commissioners opted not to review those.

**\*\*A. Fowler moved, B. Johnson seconded to award the vehicle bid to Newcastle for four Dodge Durango trucks as submitted. Unanimous.**

## **SHERIFF'S POLICY REWRITE UPDATE.**

Chief Deputy Jason Trundy explained that the Commissioners had, last year, authorized the Sheriff's Office to utilize the firm of BernsteinShur for rewriting the Sheriff's Policy. They got started but were derailed last year. They met with Attorney Linda McGill in person this year and she said she hadn't realized the scope of the work and that it would be more than \$2,000.00. She said she would prepare a document for the Commissioners with a price-point. Already BernsteinShur has spent \$11,000.00 on this project. She believed it would be closer to \$17,000.00. So far, there has been no invoice and no itemized bill. She said she would put together a price quote and would start up soon. They were being told it will be done around June 30<sup>th</sup>.

This policy would be done in an accreditation framework structure. Attorney McGill believed that even with formatting issues and Power DMS, it could be done by the end of June. There was some discussion of whether or not the other Sheriff's Offices have an SOP that can be used as an example instead. One other county used another attorney and the quote they received was more around \$30,000.00, so the \$17,000.00 didn't sound so high.

After discussion about how long this project has gone on, the Commissioners instructed Chief Deputy to ask for an itemized bill, to let BernsteinShur know that the Commissioners were very disturbed at how

long this has taken, that this is over-budget, it will be locked in at \$17,000.00, and it must be completed in 90 days.

### **SIGNING UPDATED EMERGENCY OPERATIONS PLAN:**

EMA Director Dale Rowley submitted the Updated Emergency Operations Plan to the Commissioners.

**\*\*A. Fowler moved, B. Johnson seconded to approve and sign the Updated Emergency Operations Plan as presented. Unanimous.**

### **CORRESPONDENCE:**

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

1. Communications Director Owen Smith sent to the Commissioners a copy of the Bill of Sale for one Zetron RD Integrator 4000 Radio System (five radio consoles and all associated back room equipment) from the Waldo County Regional Communications Center to the Scarborough Police Department for \$2,000.00. The Commissioners were pleased that this equipment was able to be sold to another department.

2. IamResponding Contract:

**\*\*A. Fowler moved, B. Johnson seconded to accept the renewed IamResponding Contract as presented. Unanimous.**

3. Facilities Manager Keith Nealley submitted hard copies of the request made of the Maine County Commissioners Association Risk Pool for the recent boiler issues at the Waldo County Regional Reentry Center. He has not heard back from the Risk Pool at this point.

4. The Unity Barn Raisers sent a letter of thanks to the County Commissioners for awarding them the 2018 Spirit of America Foundation Tribute. They stated that they could not achieve success without strong partners, especially from the Waldo County Sheriff's Office.

5. MCCA Convention Speaker: B. Arseneau explained to the Commissioners that it has been difficult for the MCCA Convention Planning Committee to find a good speaker for the 2019 Maine County Commissioners Convention because the amount of money allotted by MCCA for both entertainment and speakers is only \$2,500.00. The Commissioners discussed how important it is to have an engaging speaker that all can learn something from. The Board voted to provide funds for a speaker that they would approve of as follows:

**\*\*B. Johnson moved, A. Fowler seconded for Waldo County to sponsor a speaker for the MCCA Convention 2019 in the amount of \$7000.00. Unanimous.**

6. VOYA Financial sent notification that participant statements are going digital unless the County requests NOT to have them sent that way. The Commissioners agreed to this change.

7. S.J. Rollins needs to know if the Commissioners wish for reports of internet usage to be sent to each department head and to the Commissioners, what these should contain for information, how often these should be sent, and who should receive them. The Commissioners said that they would like just one report on user bandwidth activity to be sent to the department heads about once a month, and asked how much that would cost.

**APPROVAL OF MINUTES:**

B. Arseneau requested that the Commissioners approve the minutes from the January 17, 2019 Waldo County Commissioners Court session as presented.

**\*\* B. Johnson moved, A. Fowler seconded to approve the minutes from the January 17, 2019 Waldo County Commissioners Court Sessions as presented. Unanimous.**

**COMMISSIONERS MISCELLANEOUS BUSINESS:**

1. The Commissioners held brief discussion regarding Corrections undesignated funds from 2018 and what to add to which reserve.

**\*\*A. Fowler moved, B. Johnson seconded to replenish the restricted Jail reserve accounts with Corrections undesignated funds, to a safe balance, in the amount of \$168,753.00. Unanimous.**

2. W. Shorey said that former technology consultant Jams Arseneau requested that the password for Spillman the he uses not be removed, because he works for other law enforcement agencies who use Waldo County's Spillman software and he needs to continue having access in order to perform work for those agencies. Also, he suggested that the Commissioners instruct SJ Rollins not to change any passwords without checking with the County Commissioners and are to log those in a book either at the Comm Center or the Commissioners Office so that they can be easily obtained if needed.

3. B. Johnson mentioned that Aging Well in Waldo County is trying to reach out to all elderly people with information about local services and also the application for the Friendly Caller and WCAP for services. Funds are needed for this.

**\*\*A. Fowler moved, seconded to approve a request from Aging Well in Waldo County. Unanimous.**

4. Commissioner Johnson brought Commissioners Fowler and Shorey up to date on the status of the Coastal County Workforce education-related scholarship.

**EXECUTIVE SESSION:**

**\*\*A. Fowler moved, B. Johnson seconded to go into executive session at 10:45 for discussion of Commissioners Office assignments and duties as permitted by M.R.S.A. Title 1§401(6)(a). Unanimous.**

**\*\*A. Fowler moved, B. Johnson seconded to come out of executive session at 10:57 a.m. Unanimous.**

**\*\*A. Fowler moved, B. Johnson seconded to authorize Lynn Patten to take the H.R. certification course that she has selected and the Commissioners approved for \$1,200.00; this is to be done on her own time. Unanimous.**

**\*\*B. Johnson moved, A. Fowler seconded to purchase a cell phone to be left at the office strictly for 3<sup>rd</sup> party authentication for online access to companies the County does business with. Unanimous.**

**\*\* B. Johnson moved, A. Fowler seconded to adjourn the court session at 11:03 a.m. Unanimous.**

Respectfully submitted by Barbara L. Arseneau Waldo County Clerk