

**WALDO COUNTY COMMISSIONERS COURT SESSION
MARCH 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:

Present were Treasurer Peter Sheff and Finance Director Karen Trussell. K. Trussell reported the following:

The County Checkbook balance is \$65,285.39.

The Jail Checkbook balance is \$36,844.86.

County Appropriations:

18% of the 2019 budget has been expended and it should be 18% at this time.

County Revenue:

24.43% of the 2019 County revenue has been received.

Corrections Appropriations:

20% of 2019 budget has been expended and should be 18% expended. It is a little higher than usual because the inmate boarding check was sent out.

Corrections Revenue:

.87% of the 2019 Corrections revenue has been received.

\$1,000,000.00 has been borrowed from the Tax Anticipation Note; \$400,000.00 for the County and \$600,000.00 for Corrections.

K. Trussell submitted a breakdown of all technology costs since January 2019 for the County Commissioners.

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

WARRANTS:

****B. Johnson moved, A. Fowler seconded to authorize payment of the February 28, 2019 General Fund Accounts Payable warrant including the February 21, 2019 payroll in the amount of \$272,469.07. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the February 28, 2019 Capital, Active & Restricted Reserve warrant in the amount of \$22,643.85. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the February 28, 2019 Reentry Accounts Payable warrant including February 21, 2019 payroll in the amount of \$159,971.87. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the February 28, 2019 MCRRC Restricted Reserve in the amount of \$13,978.50. Unanimous.**

EXECUTIVE SESSION:

****A. Fowler moved, Johnson moved, B. Johnson seconded to go into executive session at 9:05 a.m. for discussion of duties, demotion or disciplining as permitted by M.R.S.A. Title 1§(6)(a). Unanimous.**

****A. Fowler moved, B. Johnson seconded to come out of executive session at 9:09 a.m.**

****B. Johnson moved, A. Fowler seconded to approve the successful probation period ending March 10, 2019 for Thomas Moore III as Janitor/Custodian and to retain him in that capacity as recommended. Unanimous.**

FACILITIES REPORT:

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

1. K. Nealley and Commissioner Shorey walked through the District Courthouse and made a note of space for potential revenue. The current Probate Court Registry is very viable rental space and there is an interested party. There is also space in the upstairs of the building.
2. The Commissioners had told him to go ahead and paint and replace carpeting upstairs. He also spoke with S.J. Rollins about wiring and cabling for IT and a previous quote from J&B Diversified Associates was estimated at about \$15,000.00. K. Nealley explained the need to change out the infrastructure to tie in with the other County IT infrastructure. He has a two-year-old estimate of about \$2,400.00 for carpet replacement.
3. There was discussion of moving Probate upstairs but K. Nealley requested being able to take a walk-through with the Judge and Register of Probate before discussing that.
4. W. Shorey asked when the current Probate space would be available for the party interested in renting that, it was tentatively planned that it would likely be ready for rental in late May or early June.
5. There was brief discussion of where to move the Finance Director; possibly across the hall into the two current conference rooms, removing the wall in-between the rooms to expand that space. Air conditioning units need to be placed in that room and in the courtroom.
6. K. Nealley reported that the State of Maine requested that he remove the signs from the District Courthouse and the Superior Courthouse by tomorrow, March 8, 2019 so that people will not be confused. K. Nealley suggested that the District Courthouse be called Probate Courthouse. The Commissioners thought that might work, but would discuss it further in the future. It was also

mentioned that the name might include the Commissioners Court, as well. There will need to be more thought on that and also what to call the former Superior Courthouse. The new State facility is called "Waldo Judicial Center."

COUNTY INMATE CONTRACT DISCUSSION:

Present for this discussion was Sheriff Jeffrey Trafton, who reported the following.

1. Sheriff Lancaster said that the Somerset County Commissioners have tentatively agreed to the inmate boarding arrangement as proposed.

2. J. Trafton reported that he spoke with John Pelletier, of the Maine Public Defenders. The plan is to do things by video arraignments. This won't be a big change. A. Fowler asked if there will be any programs that Waldo's inmates won't be allowed to participate in and was told they would be allowed to participate in any program all the other inmates are entitled to. Regarding medical, Somerset will not call for a corrections officer from Waldo to come stay at the hospital until a Waldo inmate is admitted to the hospital.

3. Community Partners for Protecting Children: J. Trafton has been a member for 14 years. CPPC opened a hub office as a central location for families in crisis who need assistance in many arenas to help them and make their lives better. The Sheriff recalled that he had talked with the Commissioners last year about possibly providing space for this organization. Their request is not to pay rent but the Sheriff did not promise that. The current space they are in receives \$200.00 per month for that space. The Commissioners stated that they would consider the request for space, but could not provide free space because there are many worthy organizations and they could not do that for all. The Commissioners said a decision would be made sometime after the next court session on March 21, 2019.

****A. Fowler moved, B. Johnson seconded to enter executive session at 9:20 a.m. for discussion of employment and evaluation as permitted by M.R.S.A. title 1§405(6)(a) into Executive Session at 9:20. Unanimous.**

****B. Johnson moved, A. Fowler seconded to come out of executive session at 10:01 a.m. Unanimous.**

****B. Johnson moved, A. Fowler seconded to accept the resignation of Corporal Nicholas Oettinger effective March 18, 2018. Unanimous.**

DISTRICT ATTORNEY'S NEW SPACE IN STATE COURTHOUSE:

Present for this discussion was District Attorney Natasha Irving and Legal Secretary Felicia Grey.

N. Irving stated that she has been spending a lot of time in Knox County as staff attorney, and that F. Grey kindly put together costs for what is needed for the District Attorney's space at the new State courthouse, as follows:

Furniture: Two Office desks at \$500.00, and desk chairs. It would be about \$4,000.00 total, which is in the 2019 District Attorney's Capital Outlay budget line.

A. Fowler asked about the proposed copier. F. Grey explained that an IT person configured a multi-function machine but they may not need such a complex unit, so they will start out with a simpler one. The biggest areas of concern are furniture and phones.

N. Irving noted that in Sagadahoc, they use cell phones. She did say that that they will need a phone land line here in Waldo, since the buildings are so close. \$132.17 is currently paid. So adding the new line will be \$1,850.00. N. Irving explained that it would be beneficial to have the telephone, but Internet is essential.

There was discussion and some question regarding Internet service and how that is budgeted. F. Grey said she believed the Internet would be coming out of the Technology line, at around \$165.00 per month x 2. K. Trussell was asked about the billing and confirmed that the Internet service is specific to the D.A.'s Office. She didn't know where that was paid from. The general consensus was that because it would now be in a separate location, there would be an additional cost of \$353.00 per month. A. Fowler said that perhaps that question should be asked of S.J. Rollins.

With the \$4,436.00 increase for Internet and \$1,850.00 for phone, the total cost would be around \$6,380.00. There is only one laptop and one docking station. They are keeping things simple and trying not to have anything more than the basics.

When asked how to cover those things that weren't budgeted, the Commissioners said to code invoices to the appropriate lines in the D.A.'s budget and then use the Probate, Deeds, & D.A. Reserve for the remaining unbudgeted amount.

****A. Fowler moved, B. Johnson seconded to use funds from the Probate, Deeds and D.A. Reserve 0267 for needs in the D.A. satellite office in the new courthouse that extend beyond the 2019 District Attorney's budget. Unanimous.**

HUMAN RESOURCES REPORT:

Present was Human Resources Director Lynn Patten, who reported the following:

1. L. Patten has spoken with Simon Anderson, Futurist, who is willing to come speak at the MCCA Convention this spring. He is willing to reduce his fee to \$7,500.00 plus accommodations and travel expenses; either a flat fee of \$1,500.00, or an amount to be determined. There was some question as to whether or not he could use one of the complimentary cabins because he needs to stay both Thursday and Friday nights.

2. Upcoming Training: The Commissioners reviewed upcoming training courses offered by M.M.A. B. Arseneau will try to attend one course and bring back information regarding public sector wages, fair labor standards, etc. L. Patten will attend the other H.R. course as presented to the Commissioners.

CORRESPONDENCE:

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

1. Maine Municipal Association Workers Compensation Fund completed the 2018 audit and this resulted in a large return premium adjustment and a refund in the amount of \$8,944.00. The Commissioners were pleased to accept this.
2. The Commissioners noted that Deputy Ryan Jackson has completed two years of employment and on March 3, 2019 and received an increase in pay to \$22.47 per hour.
3. GreenPages Retainer Renewal: B. Arseneau sent a request to GreenPages to renew the retainer that was established in December of 2017. They needed a little clarification on what was expected of them. The Commissioners stated that it was for emergency backup service in the event that S.J. Rollins was unavailable or unable to care for the County's IT support.
4. Maine County Government Day is Thursday, April 11, 2019 from 1:00 to 4:00 p.m. The Commissioners commented on how well the Corrections presentation was received the year before and instructed B. Arseneau to forward the information to Major Raymond Porter with the request that he consider doing this again this year.
5. EMDC, in conjunction with Waldo County, is sponsoring a grant writing conference at the Hutchinson Center on Marcy 13, 2019 between 8:00 a.m. and 4:00 p.m. at no charge, including free lunch.
6. Brooks Historical Society sent a letter thanking Commissioner Shorey for the donation of \$100.00 in memory of Betty Littlefield.

APPROVAL OF MINUTES:

Minutes from the February 7th and February 21, 2019 court sessions are not available yet.

COMMISSIONERS MISCELLANEOUS BUSINESS:

1. A. Fowler informed the Commissioners of testimony she has made at the legislature, including the following:
 - In opposition to mandatory blood draws by law enforcement.
 - In opposition to a bill allowing three separate tax bills based on town, county and schools, for property taxes.
 - She spoke and did homework with the Register of Probate about keeping the revenue for counties.
 - Jail funding is being discussed. She will be testifying today to try to secure the \$18.3 million. The Commissioners thanked Commissioner Fowler for attending all these hearings on behalf of Waldo County. A. Fowler offered to share her draft of testimonies with them whenever they would like.
2. B. Johnson reported on recent activities of the Belfast Creative Coalition and submitted copies of the Waldo County Cultural Plan Public Opinion Survey being performed by B.C.C. The survey can be submitted at various locations or mailed, if preferred.
3. Aging Well in Waldo County thanked the County for the \$900.00 donation. Aging Well in Waldo County has created information cards about the Friendly Caller Program, 9-1-1 and 2-1-1. B. Johnson is working on legalizing the name and forming a corporation and to take on 501-C3 status.

4. B. Johnson reported that the Maine Cultural Arts Commission will be working on a project that organizes elderly artists to volunteer time at schools to teach art. She is working on a grant.

6. A. Fowler said she plans to attend days May 8th and 9th of the NENA Conference.

7. B. Johnson wishes to attend a conference in Portland concerning age friendly communities. She felt it would be valuable for one of the other Commissioners to attend for two days in June to learn more about this.

EXECUTIVE SESSION:

****B. Johnson moved, A. Fowler seconded to go into executive session at for discussion of non-public information at 12:01 p.m. as permitted by M.R.S.A. Title 1§401(6)(F). Unanimous.**

**** B. Johnson moved, A. Fowler seconded to come out of executive session at 12:15 p.m. Unanimous. No action taken.**

****B. Johnson moved, A. Fowler seconded to adjourn the court session at 12:20 p.m. Unanimous.**

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