

**WALDO COUNTY COMMISSIONERS COURT SESSION
MARCH 21, 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 1:00 p.m.

FINANCIAL REPORT:

Present with the Commissioners was Deputy Treasurer Karen Trussell and Treasurer Peter Sheff. K. Trussell reported the following:

The County Checkbook balance is \$35,367.46

The Jail Checkbook balance is \$32,467.79.

County Appropriations:

21% of the 2019 budget has been expended and it should be 22% at this time.

County Revenue:

27.46% of the 2019 County revenue has been received.

Corrections Appropriations:

23% of 2019 budget has been expended and should be 22% expended.

Corrections Revenue:

.97% of the 2019 Corrections revenue has been received. Not a lot has been received as yet, but that will pick up by the end of the year.

TAX ANTICIPATION NOTE:

\$1,250,000.00 has been borrowed from the TAN; \$550,000.00 by the County and \$700,000.00 by Corrections.

The Commissioners briefly discussed the need to have regular communication with S.J. Rollins in order to keep up with the technology-related projects and costs. W. Shorey had asked the Finance Director to break out the technology expenses and A. Fowler asked if it could be a little more detailed. K. Trussell said she could certainly do that. B. Johnson recommended having S.J. Rollins meet with the Commissioners on a regular basis to discuss projects, etc.

CREDIT CARD PAYMENTS PROPOSAL:

K. Trussell reported that the financing software she uses with Northern Data has a program that permits payments by credit and debit cards. There is no cost to the County, no annual support fee, and it is part of the Invision software. She recommended that the Commissioners consider this.

****A. Fowler moved, B. Johnson seconded to go with Northern Data's credit card processing program with Invision Cash Receipting. 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 March 14, 2019 General Fund Accounts Payable warrant including the March 7, 2019 payroll in the amount of \$222,161.71. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the March 14, 2019 Capital, Active & Restricted Reserve warrant in the amount of \$31,272.66. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the March 14, 2019 Reentry Accounts Payable warrant including March 7, 2019 payroll in the amount of \$107,534.02. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the March 14, 2019 MCRRC Restricted Reserve in the amount of \$21,793.22. Unanimous.**

FACILITIES REPORT:

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

1. Took an interested party through the current Probate space and found out that it was too small for what they needed. They then viewed the Superior Courthouse space and that could work with some renovations. K.N., W.S. and B.A. reached out to the City of Belfast for rental comparisons. The City of Belfast forwarded the information to a downtown group. The group has agreed to walk through those County areas that may become available to lease out; they will then be able to let the County know what the going rates are in today's market. The Commissioners agreed that it would be good for K. Nealley to obtain the information.
2. The Commissioners acknowledged the excellent working relationship the State Judicial System had with the County over the years while renting District Court space.
3. K. Nealley is painting upstairs in the vacant space and offered to take the Commissioners through the upstairs to see things.

EXECUTIVE SESSION:

****B. Johnson moved, A. Fowler seconded to go into Executive Session @ 1:25 p.m. Unanimous.**

****A. Fowler moved, B. Johnson seconded to come out of executive session at 1:35 p.m. Unanimous.**

****B. Johnson moved, A. Fowler seconded to rescind the resignation of Sergeant Nicholas Oettinger on March 7, 2019. Unanimous.**

BRIEF SHERIFF'S REPORT:

Lt. Matthew Curtis briefly updated the County Commissioners on the status of the vehicles that have been ordered for the Sheriff's Office.

PUBLIC COMMENT:

None.

CORRESPONDENCE:

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

1. Human Resources Director Lynn Patten and B. Arseneau reviewed the updates to the Assistant Clerk Job Description with the Commissioners.

****B. Johnson moved, A. Fowler seconded to approve the updated Assistant Clerk Job Description as presented. Unanimous.**

2. The Commissioners noted that Sergeant Dale Brown is moving back to the Detective position at the Waldo County Sheriff's Office effective March 19, 2019

3. Finance Director Karen Trussell sent a letter dated March 12, 2019 requesting one of the now vacated District Court parking spaces be assigned to her. She has been using the parking space reserved for the Treasurer.

4. Register of Probate Sharon Peavey sent a letter dated March 13, 2019 requesting that the two additional parking spaces vacated by District court staff in the employee parking lot be designated for probate court staff. After brief discussion, the Commissioners voted as follows.

***A. Fowler moved, B. Johnson seconded to assign one parking space to Finance Director Karen Trussell and one parking space for Probate Court staff. Unanimous.**

5. All three Commissioners and B. Arseneau have been invited to the Waldo Judicial Center Ribbon Cutting Ceremony April 5, 2019 at 1:00 p.m. and all four will attend.

6. The Commissioners reviewed their court schedule and changed the June 20, 2019 court session to June 18, 2019 and the July 4, 2019 session to July 3, 2019.

7. The Commissioners reviewed and made minor corrections to their list of committees and organizations that they serve on.

APPROVAL OF MINUTES:

The minutes from February 7 and 21, 2019, and March 7, 2019 were not available.

EXECUTIVE SESSION:

B. Johnson moved, A. Fowler seconded to go into executive session at 2:04 p.m. for investigation of a complaint as permitted by M.R.S.A. Title 1§405(6)(A). Unanimous.

A. Fowler moved, B. Johnson seconded to come out of executive session at 2:23 p.m. No action was taken.

CISM DISCUSSION – COMMUNICATIONS CENTER:

Present for this discussion was Communications Director Owen Smith who reported the following:

1. He, Supervisor Linda Wry-Remillard, and Dispatcher Paul Haskell recently attended a Critical Incident Stress Management course sponsored by NENA. The main instructor was Warden Service Chaplain Kate Braestrup. CISM is to assist employees with the after effects of a traumatic phone call. Waldo's team is part of a Statewide NENA CISM team.

2. The bill for Law Enforcement Protocols and the bill for Local Option Op-outs are dead this session. They are going to create a stakeholder's group that includes dispatch, law enforcement, fire, and EMS. They will report back to the legislature in January 2020.

3. He requested that the Commissioners confirm hiring Dispatcher Trainee Tyler Dean effective March 17, 2019 at the pay rate of \$17.50 per hour. He is filling the vacancy left by Dispatcher Gabrielle Rossignol. A second Dispatcher Trainee will be hired sometime in May.

****A. Fowler moved, B. Johnson seconded to approve the hire of Dispatcher Trainee Tyler Dean effective March 17, 2019 at \$17.50 per hour. Unanimous.**

4. Augusta Police Department sent a letter looking for dispatch/9-1-1 services. After speaking with Mike Smith, O. Smith said he would not recommend this because there are too many calls for service. The Commissioners agreed that Waldo County Regional Communications Center would not be able to take on these additional calls.

6 There was some discussion on law enforcement, fire and medical protocols and how some don't line up with each other.

WIRELESS EMERGENCY ALERT SYSTEM (W.E.A.) TEST:

Present was EMA Director Dale Rowley, who reported the following:

1. The Wireless Emergency Alert (W.E.A.) Test will take place between 3:00 p.m. and 3:30 p.m. on Friday, March 22nd (tomorrow).

2. D. Rowley referred to a letter of complaint that listed things someone believed he had handled incorrectly. The complaint was based on 2019 guidelines that hadn't been adopted yet, and have not become protocol yet. The Commissioners noted that they received an email letter from the Director of Maine Emergency Management Agency exonerating D. Rowley and expressing her endorsement of Director Rowley's efforts in Waldo County.

COMMISSIONERS MISCELLANEOUS BUSINESS:

None.

****A. Fowler moved, B. Johnson seconded to adjourn the court session at 2:54 p.m. Unanimous.**

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