

**WALDO COUNTY COMMISSIONERS COURT SESSION
JUNE 2, 2022**

PRESENT: Commissioners Amy R. Fowler (Chairman), William D. Shorey, and Betty I. Johnson (via teleconference). Also present was County Clerk Barbara Arseneau to take minutes.

Call to Order: Commissioner Fowler called the court session to order at 9:00 a.m.

FINANCIAL REPORT:

Finance Karen Trussell reported the following:

The County Checkbook balance is \$55,790.09, and the Jail Checkbook balance is \$18,876.75.

TAX ANTICIPATION NOTE:

The total Tax Anticipation Note is \$5,500,000.00. \$2,695,000.00 has been borrowed; \$1,500,000.00 by the County and \$1,195,000.00 by Corrections.

County Appropriations/Revenue:

39% of the County 2022 budget has been expended and it could be 42%. 52.58% of the County revenue has been received at this time.

Corrections Appropriations/Revenue:

37% of Corrections 2022 budget has been expended and could be 42%. 1.69% of the Corrections revenue has been received at this time.

B. Johnson reported that she has completed reviewing all the invoices.

****W. Shorey moved, B. Johnson seconded to file the Financial Report. Unanimous.**

WARRANTS

****B. Johnson moved, W. Shorey seconded to authorize payment of the May 27, 2022 General Fund Accounts Payable and Reserve warrant and May 26, 2022 payroll in the amount of \$252,474.44. Unanimous.**

****W. Shorey moved, B. Johnson seconded to authorize payment of the May 27, 2022 MCRRC (Corrections) Accounts Payable and Reserve warrant and May 26, 2022 payroll in the amount of \$107,259.81. Unanimous.**

INFORMATION TECHNOLOGY REPORT

IT Manager J-sun Bailey reported as follows:

1. Computers, Spillman law enforcement access, etc. are being set up for the three newly hired Deputy Sheriffs, and he also set up a Spillman password for the recently hired Belfast Police Officer.
2. The EMA Deputy Director's desktop computer has been set up and he is working on the GIS piece for on the GIS Planner's laptop.

3. He's working on a draft of the new website design.
4. He is continuing the Microsoft 365 migration with all the County computers.
5. He moved the County Clerk's computer and phone to her new office location.
6. One of the telephones at the Communications Center died. He's looking for a spare inhouse and will order a second-hand one if needed.
7. He is still waiting for Spillman/Motorola to put in writing and resolve the discount they have promised for the excess work he had to do during the vehicle camera installation. He has asked for something in writing.
8. Probation and Parole have requested access to some of the Spillman features. He will research this further and will let the Commissioners know what kind of access they are requesting.

COMMUNICATIONS REPORT

Communications Director Michael Larrivee gave a brief report via Zoom.

1. Tomorrow's meeting with the owner of the tower on Mount Waldo is postponed due to poor weather. It's looking promising for this to replace the Windy Hill tower.
2. The U.S. Cellular tower site in Unity is too expensive, so he is looking at the Mt. View School roof as a location, possibly at no cost. He's had one meeting with them.
3. He received emails from Senator Collins' State Representative Carol Woodcock and Senator King approving the request to apply for grant funds to make upgrades to the Communications Center. They've told him that there will be quite a few more approval processes to go through, and he will receive emails along the way. They reduced the amount of his request from \$225,000.00 to \$165,000.00 largely due to the construction portion of it. His proposal included installing larger windows in the dispatching room, which would have involved a lot of brick work.
4. Upgrades to radio system are on track. Parts are coming in, and the consultant is doing very well.

CORRESPONDENCE

County Clerk Barbara Arseneau reported correspondence as follows:

1. EMA Director Dale Rowley has requested that the Commissioners sign a letter supporting his participation in the Maine Association of Local Emergency Managers.
****B. Johnson moved, W. Shorey seconded to sign the letter of support for EMA Director Dale Rowley's participation as member of the Maine Association of Local Emergency Managers. Unanimous.**
2. A large cardboard receptacle as part of a flag etiquette program American Flags that are worn, tattered and need to be disposed of. It was sent to each County to help see the flags be cared for

properly when they need to be retired. She checked with Waldo County VFW's and learned that the Northport Memorial Post does not have a receptacle to hold retired flags.

****W. Shorey moved, B. Johnson seconded to donate the retired flags receptacle to the Northport Memorial Post. Unanimous.**

3. The backlog of deputy commissions, elected, and appointed positions has been caught up. A total of 47 were entered between 2020 and now, which appears to be a record number. She believes that the reason for so many was because deputy sheriffs from another county were sworn in as Special Deputies to assist Waldo County as needed as part of Governor Mills' Declaration of State Emergency in 2020 during COVID-19. She made a point in the index to note that these were Special Deputies with each of those names in the index, as she felt it would someday be an interesting historical fact.

4. York County Manager Gregory Zinser is serving on the Advisory Board for the State of Maine Archive, and the State is making changing in the Schedule for Records Disposition and each county has been invited to comment on this. She is making a list of suggestions and if the Commissioners have any, please let her know and she will include them.

5. She is working on a FOAA request from someone researching State Highway Maps and the Registry of Deeds told her they can now be accessed online, so she is working on that.

APPROVAL OF MINUTES

B. Arseneau had already emailed minutes from the May 19, 2022 Court Session to the Commissioners for review.

****W. Shorey moved, B. Johnson seconded to approve the minutes from the May 19, 2022 County Commissioners Court Session. Unanimous.**

COMMISSIONERS MISCELLANEOUS BUSINESS:

1. A. Fowler reported that she is working with a municipality regarding a residence that has a lot of trash blowing around into the road and on a neighbor's property. She spoke with the Chief Deputy about it, he had some suggestions, and she will be at the Selectperson's meeting tonight to discuss some ideas.

2. W. Shorey reported all about 80% of the seeds have been planted. Dale Cross is back working with him. 4 acres of squash have been planted. There hasn't been a lot of choice for onions so they planted 5 to 10 pounds of bulbs and will grow what they can.

3. B. Johnson proposed starting Commissioners' Court Sessions at 10:00 a.m., as she could attend most of them that way. A. Fowler said she thought they could try it for a while. W. Shorey said he preferred 9:00 a.m. because starting at 10:00 created a personal problem for him. B. Johnson said she's trying to find a solution to make the court sessions better and didn't think it was fair to have to attend by Zoom and miss a lot of things while trying to do her job. A. Fowler thought they should try starting at 10:00 a.m. for the next two court sessions. B. Johnson said she would really appreciate trying it.

****B. Johnson moved, A. Fowler seconded to start the next two court sessions, after June 6th, at 10:00 a.m. Passed by two, opposed by W. Shorey.**

HUMAN RESOURCES REPORT

Human Resources Director KelLee Gray reported the following updates:

1. CGI iSolve Payroll: She reported that all the ACA data is entered in, with easy maintenance. It is all finished and with easy data maintenance, the 1095 process for 2022 will be very easy and quick. This will save many staffing hours.
2. She started instituting the new training module with iSolve. This alerts the department heads and supervisors when 1-year training is rolling around. It keeps employee records intact all the time and becomes the official legal record.
3. The Sheriff's Office has not had time to provide her with the "skeleton schedule" since hiring employees.
4. The Delta Dental web site looks different now, and it's easier for employees to look at coverage, etc.
5. Interviewing for the vacant Probate Administrative Assistant has been completed and now background checks are underway.
6. There was one other change with payroll. She conducted a poll about emails being generated which notified Department Heads of leave requests, etc. Most did not like the emails, so they've been stopped. Notifications are still in the app.
7. On June 16th she will be taking training for Human Resources Managers in Waterville put on by MMA. It will cover many aspects of H.R., municipalities, and the events of the last two years.

EXECUTIVE SESSION

****B. Johnson moved, W. Shorey seconded to go into executive session at 9:35 a.m. for discussion of assignments as permitted by M.R.S.A. Title 1§405(6)(A). Unanimous.**

****B. Johnson moved, W. Shorey seconded to adjourn at 10:37 a.m. Unanimous. No action taken.**

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