

WALDO COUNTY COMMISSIONERS COURT SESSION
AUGUST 21, 2025
10:00 a.m.

PRESENT: Commissioners Betty Johnson (Chairman) and Kevin Kelley. Timothy Parker was absent. County Clerk Barbara Arseneau took minutes. Also present were Jay Davis and Dr. Timothy Hughes.

1. Call to Order: Commissioner Johnson called the court session to order at 10:00 a.m.

2. REVIEW/REVISE AGENDA

****MOTION: K. Kelley/B. Johnson to approve the agenda with one edit to discuss a press release. Unanimous.**

3. CONSENT AGENDA

a) Finance Report

b) Minutes: August 7, 2025 and August 14, 2025

****MOTION: K. Kelley/B. Johnson to remove the August 7, 2025 minutes from the Consent Agenda for discussion.**

4. PUBLIC COMMENT

None.

5. CHAIR REPORT: Presented by Commissioner Betty Johnson

a) The Commissioners have been holding workshops, some in executive session, due to sensitive information often involving bank account numbers and programs that are not public. This is done with a motion at the beginning of an open meeting to go into executive session and the statute reference is stated. K. Kelley confirmed that the Commissioners hold a public meeting and vote to go into the executive sessions based on January 7, 2024 MRS Title 405§1 (6) A through H. Executive sessions are also held when it is necessary for the two new commissioners to review nonpublic information to help them better understand previous decisions that were made. K. Kelley said that Waldo County does not have a County Administrator or Manager so non-public discussion must take place in executive session. The County also has self-funded County health insurance and this also must be handled often in executive session.

6. DEPARTMENT REPORTS

6.1 Finance Report - Presented by Finance Director Kari Hunt.

a) MCRCC Jail Warrant 08/11/2025

****MOTION: K. Kelley/B. Johnson to authorize payment of the August 21, 2025, MCRCC accounts payable in the amount of \$254,904.89 and the August 11, 2025 payroll in the amount of \$45,132.71 for a total of \$300,037.60. Unanimous.**

b) County Warrant 8/21/2025

****MOTION: K. Kelley/B. Johnson to authorize payment of the August 21, 2025, County accounts payable in the amount of \$287,747.93 and the August 11, 2025 payroll in the amount of \$170,636.39 for a total of \$458,384.32. Unanimous.**

K. Hunt noted that the date for both payrolls should be August 11, 2025 rather than August 21, 2025.

c) \$2,592.00 for NDS

****MOTION: K. Kelley/B. Johnson to approve the quote from Northern Data Systems to access previous years' data in the amount of \$2,592.00. Unanimous.**

d) Two quotes were received from Edmunds GovTech software systems – one for hosting by Waldo, and the other with Edmunds hosting. K. Kelley recused himself from this discussion because his spouse works for one of the companies that does municipal software, and he left the room. When asked, J. Bailey said infrastructure is in place and it would not be difficult to host from Waldo County, but Edmunds' hosting could also be added later. Kennebec, Hancock, and Penobscot Counties just signed on with Edmunds. Edmunds is willing to allow the County to sign the contract today and the County can hold off payments until January 1, 2026. The conversion process includes bringing over the historical data from Northern Data Systems and the cost will be based on how much data is converted. The quote includes merging County and Jail accounts. Quote 1: first year investment is \$30,000.00. Year 2 and 3 would each be \$15,000.00 yearly. Quote 2: with the County hosting would be \$29,000.00 year one; Year 2 and 3 would be \$11,000.00 yearly. Discussion of hosting and allowing access for other municipal offices, if desired. It was noted that this would open up access to the public,

which would need to be reviewed and considered carefully. If Edmunds hosts the municipal dashboard piece, they deal with the public access. K. Hunt recommended holding off initially from the municipal access piece. Without that feature, the quote is reduced by \$1,000.00. There is an option to switch hosting one way or the other at a cost. The Commissioners tabled a decision until the next meeting so that Commissioner Parker can read up on the quotes and be present to vote since Commissioner Kelley is abstaining. If the Commissioners wish to speak directly with the Edmunds' representative, they can also do so.

****MOTION: B. Johnson/K. Kelley tabled this to the next regular court session. K. Kelley abstained. Passes.**

Added to agenda: Press Release from the Waldo County Commissioners dated August 21, 2025, as follows:

Waldo County Board of Commissioners Forms Ad-hoc Committee for the Opioid Settlement Fund Allocation

Following the August 7, 2025 meeting of the Waldo County Board of Commissioners, a motion was passed to initiate a process for dispersing Opioid Settlement Funds. The opioid settlement began in 2022 and will continue through 2038. As part of this effort a temporary Ad-hoc committee is being formed. The Ad-hoc committee's focus is to recommend individuals or community members to the Board of Commissioners for the standing Opioid Committee. Matt Magnusson, Correctional Administrator for Waldo County, has been appointed as the chair of the committee.

This move reflects Waldo County's commitment to ensuring that opioid settlement funds are allocated in a way that directly supports prevention, recovery, treatment and harm reduction within the community. The standing Opioid Committee will collaborate with local organizations, physicians, addiction specialists and educators. Resources from the state of Maine and other institutions will be applied to maximize the impact.

The Board of Commissioners want to ensure all expenditures and initiatives comply with the terms of the Opioid Settlement. The standing Opioid Committee will set a schedule for public meetings. The committee's focus is to develop a strategic plan for the effective use of the settlement funds and serve as an advisory committee to the Board of Commissioners.

We are seeking individuals with experience, insight, and commitment to addressing opioid addiction in our community. If you or someone you know is interested in participating in the Ad-hoc Committee or consideration for the standing Opioid Committee, please contact Matt Magnusson at matt.magnusson@waldocountyme.gov

6.2 Human Resources Report -

a) Pay step increases were noted by the Commissioners for the following employees:

- Patrol Deputy Bobby O'Leary will receive a 2-year pay step increase effective September 11, 2025 at the fully burdened rate of \$33.36 per hour and will also be eligible for 96 hours of vacation annually. So noted.
- Patrol Deputy William Nichols will receive a 2-year pay step increase effective September 13, 2025 at the fully burdened rate of \$33.36 per hour and is eligible for 96 hours of vacation annually. So noted.

b) Job Description Updates:

****MOTION: K. Kelley/B. Johnson to approve the temporary employment for Liza Clark effective August 21, 2025.**

Unanimous.

****MOTION: K. Kelley/B. Johnson to approve the revised County Treasurer job description dated 8/21/2025.**

Unanimous.

c) Updated pay scales:

****MOTION K. Kelley/B. Johnson to approve the Treasurer Elected Official pay scale effective 1/1/2026. Unanimous.**

****MOTION K. Kelley/B. Johnson to approve Treasurer Elected Official pay scale effective 1/1/2027. Unanimous.**

6.3 IT REPORT – IT Director J-Sun Bailey presented.

Tabled CivicPlus decision. J. Bailey is obtaining input from departments and has another company he is researching. K. Kelley said that the website has been under discussion and has been brought up in prior years, and it is time to decide. J. Bailey requested that this be tabled for more research and meetings with companies until the second regular court session in September.

****MOTION: K. Kelley/B. Johnson to table the website decision until the September 25, 2025 court session.**

Unanimous.

K. Kelley said that he received a request to meet with the Commissioners regarding solar credits and the Commissioners referred this conversation to the Facilities Manager.

6.4 County Clerk Report

a) EMA Director Dale Rowley sent an email message this morning requesting authorization for him to host about 20 Boy Scouts in a campout in tents at the Waldo County Garden site September 5-7, 2025. The

****MOTION: K. Kelley/B. Johnson to permit the EMA Director to host the Boy Scouts Campout on the County Garden site September 5-7, 2025 as requested.**

Executive Session

****MOTION: K. Kelley/B. Johnson to go into executive session at 10:42 a.m. to review a grievance request as permitted by MRS Title 1§405(6)(A) at the request of the Human Resources Director. Unanimous.**

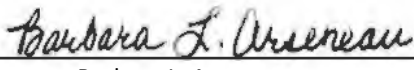
The Commissioners resumed public session at 10:48 a.m.

****MOTION: K. Kelley/B. Johnson to deny grievance #072425-104447 dated August 21, 2025. Unanimous.**

****MOTION: K. Kelley/B. Johnson to go into executive session at 10:49 a.m. for a personnel matter MRS (6)(A). Unanimous.**

The Commissioners resumed public session at 11:01 a.m. No action was taken.

****MOTION: B. Johnson/K. Kelley to adjourn at 11:01 a.m.**

Respectfully submitted by  Waldo County Clerk
Barbara L. Arseneau