

**WALDO COUNTY COMMISSIONERS COURT SESSION
JUNE 1, 2023**

PRESENT: Commissioners William D. Shorey (Chairman), 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 Stephanie Cross reported the following:

The County Checkbook balance is \$239,941.64 and the Jail Checkbook balance is \$110,614.82.

Total borrowed on the Tax Anticipation Note: \$2,560,843.05, which is 47%. Total available is \$2,939,156.95, and \$21,013.77 in interest has been paid to date.

Year to date expenditure reports have been sent to all departments for review and reconcile or make corrections as necessary. Department Heads have been arranging to meet with her to go over their department's expenditures.

Northern Data Systems Update: S. Cross has been working with Office Assistant Susan Prisco and most of the back payments have been addressed. The finance charges and late payments have been handled. There is a color-coded system with folders, and it is working well.

She is missing some instructions on how to enter receipts and deposits and reallocate that to in NDS. So the actual money in the checkbook is correct, but she needs work on the General Ledger, and she has not found any instructions so she will be contacting NDS to learn this and catch up.

Harold Alfond Center for the Advancement of Maine's Workforce Grant Update: S. Cross asked for direction on what to do with reimbursements received from Alfond Grant for training and education. Some department heads feel it should go back to the department that initially expended the money, some felt it should go into the General Fund, and some departments don't have a training line in their budget. After some discussion and sharing their views on this, the Commissioners voted as follows:
****B. Johnson moved, A. Fowler seconded for reimbursement for the Alfond grants to go into the General Fund. Passed by two; W. Shorey opposed.**

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

WARRANTS

There are four warrants this time, with one being related to the Substance Use Disorder/LEAD grant for unpaid bills for Volunteers of America and Restorative Justice. Once paid, the State will reimburse for these payments.

****B. Johnson moved, A. Fowler seconded to authorize payment of the May 30, 2023 Special Catch Up Warrant to cover unpaid services for the SUD/LEAD grant program in the amount of \$38,150.00. Unanimous.**

Dues for employees who are members of the National Corrections Employees Union (NCEU) that were inadvertently not paid from February 2023 forward have been calculated. Starting with next payroll, the payroll system, iSolve, will also be paying this as it does for all the other unions.

****A. Fowler moved, B. Johnson seconded to authorize payment of the June 1, 2023 Special Catch Up Warrant to cover unpaid National Corrections Employees Union (NCEU) that should have been extracted from each payroll from February 2023 forward and sent to the union organization in the amount of \$2,484.00. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the June 1, 2023 General Fund Accounts Payable and Reserve warrant in the amount of \$37,826.26. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the May 25, 2023 payroll warrant in the amount of \$174,832.36. Unanimous.**

****A. Fowler moved, B. Johnson seconded to authorize payment of the June 1, 2023 MCRRC (Corrections) Accounts Payable and Reserve warrant in the amount of \$6,902.18.**

****A. Fowler moved, B. Johnson seconded to authorize payment of the May 25, 2023 payroll warrant in the amount of \$51,825.44 Unanimous.**

The Commissioners asked that the County warrant and MCRRC warrant also include the payroll warrant for that period totaled together but stated that they appreciated the breakdown of numbers.

HUMAN RESOURCES REPORT

Human Resources Director Annette McLaggan reported the following:

1. Dispatcher Logan Hanscom resigned as Dispatcher on May 13, 2023 while in training, without working the two-week notice.

****A. Fowler moved, B. Johnson seconded to accept the resignation of Dispatcher Logan Hanscom effective March 13, 2023. Unanimous.**

2. Corrections Officer Scott Read met all requirements for the sign-on bonus, and successfully completed one year of employment on May 8, 2023 and is due for the final half of the sign-on bonus in the amount of \$7,500.00. Noted by the County Commissioners.

3. The Garden Manager position recruitment has resulted in 9 total applications. There had been some comments about the wage of \$25.00 per hour, so she reached out to other companies, counties and other like positions to compare, and Waldo's proposed wage is very similar. She has also posted the job advertisement at local places of business.

4. B. Johnson said the recent increase on the Wellness Reimbursement form should have been discussed in a meeting and should also be voted on rather than just discussed in email.

****B. Johnson moved, A. Fowler seconded to raise the wellness reimbursement from \$50.00 to \$75.00. Unanimous.**

5. B. Johnson asked that the Wellness Committee become active again. It was a well-liked and well-participated in by departments. A. McLaggan said this actually came up at the Department

Head/Safety Committee meeting, she will send out an email to the departments, and she will also soon have a report regarding the gym membership.

4. New Facilities Manager Christopher Bryant has been in his position for about six weeks, and she has been receiving some positive feedback, she worked with him on a few situations, and she looks forward to his completion his probationary period. Commissioner Fowler confirmed that she was hearing good things.

INFORMATION TECHNOLOGY

Present was IT Director J-sun Bailey who reported the following:

1. He requested approval for a quote for website redesign in the amount of \$2,700.00 with Ben Greeley. After brief discussion, the Commissioners voted as follows.

****B. Johnson moved, A. Fowler seconded to approve the web site redesign in the amount of \$2,700.00. Unanimous.**

2. All Jail computers except Jail Administrator Ray Porter's have been replaced. His had been given to the Human Resources Director when she requested a laptop. He is waiting for the replacement laptop for R. Porter to come in and will get that set up.

3. He needs to migrate the last 10 to 11 users over from the current email server to the new one, including the Commissioners' phones and iPads.

4. Has been reaching out to Consolidated a few times a week to get the new EMA Internet running including contacting MEMA to try to get it moved forward. He tired a hot spot there but could internet coverage. It is also a dead zone for cellular coverage, as well.

5. He will be setting up the new employee in the D.A.'s Office who started Monday. Otherwise, he's taking care of issues as they come up.

FACILITIES MANAGER REPORT

Facilities Manager Christopher Bryant reported the following:

1. The H.R. Director had mentioned he'd been in this position for six weeks, but it's been about a month. He feels that things have gone really well. He's still learning some of the administrative-documentation side of things. He recently completed some training and has a certificate. He will be taking more training on June 15, 2023. The Commissioners asked him to get copies of the certificates to H.R. for his personnel file.

2. Horch Roofing has replaced the ridge caps on the long, left side of Sheriff's Office in preparation for the solar project. Revision Energy came in and went into the attic checked the trusses. C. Bryant needs the tax ID number for the building, and B. Arseneau said she would provide it.

4. Superior Courthouse: On Tuesday, Keith Nealley and he met with Belfast City Manager Erin Herbig and Director of Code and Planning Bub Fournier. Keith provided paperwork that was much appreciated. The blueprints of the building will be scanned and ready for them soon. B. Arseneau explained that she asked the Registry of Deeds to scan these large blueprints, as they know how to handle that. She noted that they are very old and very brittle, so this was a good opportunity to have them scanned and digitally preserved so they won't have to be touched again.

5. C. Bryant stated that he really has appreciated having previous Facilities Manager Keith Nealey spend one day a week with him for the last month, noting that he was more than kind and extremely helpful. His last day was Tuesday.

6. Today he will be meeting with the Custodian Dart Gray and Human Resources Director Annette McLaggan because that position will be transferring from being temporarily supervised by H.R. to supervision by the Facilities Manager. He's looking forward to working with Dart.

7. He's still above water and he thanked everyone for their support and patience.

CORRESPONDENCE AND APPROVAL OF MINUTES

County Clerk Barbara Arseneau reported correspondence as follows:

1. John Thornhill of Construction Unlimited in Montville sent a letter detailing damage sustained by his plow while doing work for the Town of Montville and requesting assistance from the Commissioners in obtaining a full reimbursement for the total cost since he had received only partial payment. The Commissioners . He has received some payment for damages, but not enough to cover the cost. He provided Road Damage Letter from John Jon Thornhill of Montville.

2. Midcoast Council of Governments Regional Planner Adi Philson sent a request for letter of support from the Commissioners for a grant application MCOG is submitting for the project entitled, :Route 1 Tidal Restrictions in Coastal Knox and Waldo Counties – Building Regional Collaboration.”

****A. Fowler moved, B. Johnson seconded to use the model letter provided and submit it with their signatures. Unanimous.**

APPROVAL OF MINUTES

****A. Fowler moved, B. Johnson seconded to approve the minutes from the December 15, 2022 Commissioners Court Sessions. Unanimous.**

PUBLIC COMMENT

Waldo Broadband Corporation grant committee is still trying to get this off the ground. She asked if the Commissioner's letter be used for other future grant requests. She gave a copy of the letter to Dale Rowley to see and possibly use for him to assist. He came and met with them and explained additional reasons why broadband is so necessary and badly needed.

****AF moved, ? seconded to approve WBC using the generic letter for future grant applications.**

MISCELLANEOUS BUSINESS

1. W. Shorey said he had seen a letter from an employee at the District Attorney's Office who stated that they were being forced out of their current building and were displeased with the wage that was offered to the Garden Manager. The letter also stated that they felt their wage should equal the Sheriff's Deputies. Megan Duval asked if she could speak to the letter. She explained that most of the letter was really related to the pay to a new part-time employee while people who have been there 10 years are making. A. Fowler said it may seem high, but it is a hard job outdoors, overseeing an entire garden, there are no benefits, and it is seasonal. She welcomed any of them to apply for that position. She said she was sorry to hear that they feel the way they do about this project. A. Fowler said as a former farmer herself, it is very hard work.

2. B. Johnson reported that counties are being asked to have a committee with a commissioner to basically do the State's work. MCCA is not in favor of this and has been working hard to lobby against it. It has been a strong group from MCCA that has been going. A. Fowler illustrated with the State Police doing less and less rural patrol. B. Johnson agreed that this puts a financial burden on the counties to increase their sheriff's patrol ranks.

3. W. Shorey reported that the residents have been doing an excellent job planting. Ray Porter has done well providing enough people.

4. W. Shorey reported that the negotiating team had mediation with the Corrections Union on Wednesday, and he believed it would be settled soon.

ARPA PROJECTS

EMA Director D. Rowley reported the following:

1. MEMA and FEMA are here evaluating the damage from the May Day storm. They are also in town for the Christmas Day storms. They want photos before the work is done, and after the work is done, and invoices for the work done. Several Waldo County towns have already submitted their damage reports for the Christmas Day storm. Regarding the May Day storm, Brooks, Liberty, and Searsmont were the hardest hit and likely will meet the threshold.

2. Wade Brown will start working in June and paving should happen in July. He'll coordinate with Commissioner Shorey to move some of the equipment to where it can be accessed until the paving is done.

3. Five people from Consolidated have come out to get internet service going at the new EMA, but it is not working still so he and Olga come to Belfast to take care of emails, etc.

4. Still waiting on a stove, and on propane.

5. Still waiting for a spigot.

6. The tower work is going well. They are still considerably under budget.

7. He has not ordered the wood stove yet.

8. The projectors/T.V.s and wiring have not been done yet. He mentioned that local vendors have been excellent.

9. The backup generator is still on backorder.

10. There will be a handpump for water, so it will still be efficient and function even if there is no power.

11. Haley Ward has finished the floor plans for Deeds and D.A.'s Offices. He will look at the plans and will then coordinate with Deeds and D.A. They do not need to go before the Belfast Planning Board. The plans must go to the Fire Marshal's Office to review.

12. He estimated that from what the architect estimated, the County will have saved at least \$1 million dollars.

****A. Fowler moved, B. Johnson seconded to come go into executive session at 10:20 a.m. for non-public information as allowed by M.R.S.A. Title 1§405(6)(F.) Unanimous.**

****A. Fowler moved, B. Johnson seconded to come out of Executive Session at 10:55 a.m. Unanimous.** No action was taken.

****B. Johnson moved, A. Fowler seconded to adjourn at 10:56 a.m. Unanimous.**

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