

**WALDO COUNTY COMMISSIONERS COURT SESSION
SEPTEMBER 15, 2022**

PRESENT: Commissioners Amy R. Fowler (Chairman), William D. Shorey, and Betty I. Johnson (via video teleconference.) County Clerk Barbara Arseneau was absent.

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 \$187,978.57, and the Jail Checkbook balance is \$1,037,871.36. \$200,000.00-plus that was receipted will be transferred to the Community Corrections account. More than 70% of revenue has been received and has also been receipted.

TAX ANTICIPATION NOTE:

The total Tax Anticipation Note is \$5,500,000.00. There is no more borrowing on the TAN. \$4,620,000.00 has been borrowed; \$2,775,000.00 by the County and \$1,845,000.00 by Corrections. As of yesterday, \$19,156.35 in interest is owed. As soon as there are enough funds received, she will put that toward the interest.

County Appropriations/Revenue:

64% of the County 2022 budget has been expended and could be 71%. 100.27% of the County revenue has been received at this time.

Corrections Appropriations/Revenue:

61% of the Corrections 2022 budget has been expended and could be 71% expended. 139.43% of the Corrections revenue has been received at this time.

ASSESSED TAXES PAID TO DATE:

The Towns of Troy, Knox, Burnham, and Thorndike have paid their assessments in full. The Town of Winterport has paid the Corrections portion of its assessment.

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

A. Fowler reported that yesterday Waldo County was awarded \$2,500.00 from the MCCA Risk Pool as a safe driving award for 2021.

WARRANTS

****B. Johnson moved, W. Shorey seconded to authorize payment of the September 8, 2022 General Fund Accounts Payable and Reserve warrant and September 1, 2022 payroll in the amount of \$1,010,635.82. Unanimous.**

****W. Shorey moved, B. Johnson seconded to authorize payment of the September 8, 2022 MCRRC (Corrections) Accounts Payable and Reserve warrant and September 1, 2022 payroll in the amount of \$100,742.72. Unanimous.**

SWANVILLE BUILDING PROJECT UPDATE

Present was EMA Director Dale Rowley with the following report:

1. There was a setback yesterday. After four days spent putting down the paper barrier on the ground, insulation and x-pipe, the wind started peeling it up. They saved the office side, and about half of the garage. They will have to go back out Monday and redo the sections that were windblown.
2. Concrete should be poured Wednesday for the EMA side, and Friday for the garage side. By the end of next week, all the concrete should be done.
3. A meeting with CMP is scheduled this morning to go over the electric permitting. Most of the underground utilities are in. Concrete will be poured for the generator pad and the propane tank pad. There was discussion about the tanks and if only one company could fill them. D. Rowley will check and report back to the Commissioners.
4. Excavation has started for the warehouse. Water can also be accessed outside via an outside spigot. Results for the water tests have not been received yet.
5. Lambeth will start working in October, with the goal to roof and side the EMA building by the end of the month. The line into the building and submersible pump have been installed. He anticipates the warehouse will be framed and closed in before the end of the year, but if not, the slab may have to be done in the spring. He has also drafted a rough plan of the current EMA building for the Deeds and D.A.'s Offices and hopes to go over that with them soon to see what works for them. Between Lambeth's drafter, planner, and himself, they should be able to plan out that space. He noted a fair amount of records space has been requested.

The Commissioners said that Waldo County is way ahead on its ARPA projects as compared with other Maine Counties.

2023 Budget Update:

The Commissioners stated that they plan to hold the first meeting of the Budget Committee on September 23, 2022.

INFORMATION TECHNOLOGY REPORT

IT Director J-sun Bailey reported the following:

1. He submitted a quote received to replace 11 computers, 10 at the Jail and 1 at the District Attorney's office. The old ones are still running Windows 7, which is no longer supported by Microsoft. 8 are desktops and 3 are laptops with docks. This will be funded from Technology Reserve 0162.

****W. Shorey moved, B. Johnson seconded to approve the computer replacements as presented, to be paid from Technology Reserve 0162. Unanimous.**

2. The Interview Room camera system, which will be integrated with the vehicle systems, has been started. One camera was not working, so a replacement will be sent.
3. Quotes for telephone system upgrades have been received; one for an inhouse system from a local company named CMC, and the other for a leased system from Peerless. He is comparing them line-by-line, and by cost over the years. Installing inhouse requires a one-time fee of \$74,377.00. The

County would own it and receive technical support but doesn't include the monthly payment for the phone lines. The leased system would be about \$5,000.00 per month, including the phone lines and a backup internet connection at every location, so if one went down, the other would kick in. He will compare both quotes to each other and with what the County does now, and examine future upgrades, fees, add-ons, and other considerations such as phones that could be taken home with an employee working remotely so they can answer the phones as if they were in the office. The current phone system at the Sheriff's Office is full so extensions cannot be added; they can only reuse what will be vacated by EMA.

4. He reached out to U.S. Cellular, AT&T, and Verizon for quotes for the new cell phones that will be added to the offices who need them.
5. He's working on Spillman security updates and changes.
6. A quote was received from Quality Communications regarding in case there is a need to run any more cable lines in the furnace room. If more lines are needed, a new floor hole will have to be drilled through the granite and would cost about \$1,400.00.
7. He has been working on the Dispatch copier lease with Transco because it has issues, and the spare copier does not have all the options they need.
8. He has been selected for Jury Selection on October 3, 4, and 19th doesn't know how that will turn out, so he will keep the Commissioners' posted.
9. A. Fowler asked if the Travel line in the 2023 IT budget had been increased because he has over expended it for 2022. He explained that he has raised it based on a 5% increase estimated by Spillman for next year.

HUMAN RESOURCES REPORT

Human Resources Director KelLee Gray reported the following.

1. Four interviews have been conducted for the vacant Facilities Technician position. She believes a decision will be made by the next court session.
2. Finance Director Karen Trussell has resigned.
****W. Shorey moved, B. Johnson seconded to accept the resignation of Finance Director Karen Trussell. Unanimous.**
3. Communications Supervisor and Corrections Officer job descriptions had been emailed to the Commissioners. K. Gray said that the most recent signed job description for Corrections Officers was back before the Jail had become a Reentry Center. A. Fowler asked if the job descriptions had been vetted through the Unions. K. Gray said that normally job descriptions do not have to go through the union if it is just a clarification of duties, which these are.
****A. Fowler moved, W. Shorey seconded to sign the updated job descriptions for the Corrections Officer and Communications Supervisor positions. Unanimous.**

W. Shorey asked if the interview process still included a committee with the Human Resources Director who vetted it and then came before the Commissioners. K. Gray said that for the Facilities

Technician, yes. For the Finance Director vacancy, she will need the Commissioners to select who they would like on the first and second panels. She has one more week before it's closed, one complete application has been received, and there are multiple highly qualified people who have submitted resumes. She has stipulated that candidates have 4 years of customer services in a financial situation and 2 years of budgeting.

CORRESPONDENCE & APPROVAL OF MINUTES

H.R. Director KelLee Gray filled in for County Clerk Barbara Arseneau by reporting correspondence as follows:

1. The County Clerk had emailed to the Commissioners the August 4, 2022 and August 17, 2022 Commissioners Court sessions. Commissioners Fowler and Johnson stated that they had not had an opportunity to read them and wished to hold off voting on them.

2. Communications Director Michael Larrivee had presented the Blueberry Broadcasting tower contract the previous court session and the Commissioners had asked for time to review it. The Commissioners said they would sign it after the session.

2. The County Clerk has tallied the votes for the 2023 Budget Committee as follows:
District 3: 6 votes for Penny Sampson, Town of Unity, and 1 vote for Raymond Quimby.

District 2: 1 vote for Searsport Selectperson Linda Payson, 1 vote for Winterport Councilor Kevin Kelley, and 1 vote for Winterport Councilor Tammy Higgins. All three votes were ineligible because Linda Payson and Tammy Higgins are already serving terms on the Budget Committee and no municipality may have more than one budget committee member, so that disqualified Kevin Kelley.

For District 1, a total of 4 votes were received from Town of Waldo Selectperson Thomas Wagner.
****W. Shorey moved, B. Johnson seconded to accept Thomas Wagner and Penny Sampson as Budget Committee members. Unanimous.**

3. The Commissioners had also received emailed copies of a Property Tax Appeal for Abatement for 2021 taxes that Camden Law Offices filed on behalf of petitioner Michael Mullins. The Commissioners noted that the application for appeal was filed long after the date it can be filed by statute and was also denied by the Town of Northport for that reason.

****A. Fowler moved, B. Johnson seconded not to hold an appeal hearing on abatement of property taxes as requested by Camden Law Offices on behalf of Michael Mullins because the date of filing the application was later than the date it could be filed. Unanimous.**

SHERIFF'S REPORT:

Present was Chief Deputy Jason Trundy, who reported the following:

1. License Plate Camera System Update: Some equipment has been installed and the electrician's portion of the job should be done by the end of the week.

2. Trinity Dearborn's Academy certification has come through and the Sheriff will be presenting her for hire at the next Commissioners Court Session. At that time, all Patrol and Corrections positions filled. The Commissioners acknowledged that this was a major accomplishment at a time when so many other counties and agencies are severely understaffed.

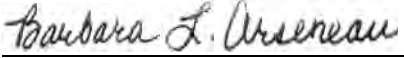
3. There was brief discussion of the potential State Police mission changes, which could shift a large volume of calls for service to the Waldo County Sheriff's Office. There are 22 officers, so it is one sworn officer to every 1800 Waldo County citizens, whereas the national average is one officer to every 425. Waldo County is 720 square miles, so response time must be factored. A. Fowler thanked the Sheriff's Office for winning a Safe Driving Award in the amount of \$2,500.00.

4. Lt. Matthew Curtis received a telephone call that the first new patrol truck is off the assembly line, and the others are on the line. There was brief discussion of the delay in new vehicles resulting in additional miles on the current vehicles.

MISCELLANEOUS BUSINESS

****B. Johnson moved, W. Shorey seconded to sign the Blueberry Broadcasting tower contract. Unanimous.**

The Commissioners adjourned the court session at 10:06 a.m. Unanimous.

Respectfully submitted by  Waldo County Clerk
Barbara L. Arseneau