

**WALDO COUNTY COMMISSIONERS COURT SESSION
FEBRUARY 6, 2025 (via Zoom)**

PRESENT: Commissioners Betty I. Johnson (Chairman) & Kevin J. Kelley
J-Sun Bailey, Annette McLaggan, Kari Hunt, Dale Rowley, Sharon Peavey
Liza Clark took the minutes.

Call to Order: Commissioner Johnson called the court session to order at 9:03 a.m.

EXECUTIVE SESSION

****B. Johnson moved; K. Kelley seconded to go into executive session at 9:09 a.m. for discussion of non-public information as permitted by MRSA Title 1§405(6)(F). Unanimous.**

The Commissioners came back into regular session at 9:30 a.m. No action was taken.

EMERGENCY PLANNING

EMA Director Dale Rowley spoke about the following:

1. D. Rowley requested approval on the Agreement to Purchase Services between EMA and Brit Rothrock, an independent contractor for continuation of services in calendar year 2025, that were listed in the agreement that was emailed to the Commissioners. K. Kelley asked for clarification on the Riders and a binder certificate. K. Hunt explained that Brit is on the approved workers comp determination through the State of Maine. D. Rowley explained each of the Riders listed.

****K. Kelley moved; B. Johnson seconded to approve the Agreement to Purchase Services agreement. Unanimous.**

2. D. Rowley requested approval of the EMP Strategic Plan, that was emailed to the Commissioners.

****K. Kelley moved; B. Johnson seconded to approve the EMP Strategic Plan. Unanimous.**

3. D. Rowley requested approval of the Long-Term Power Outage Plan, that was discussed and tabled at the January 16, 2025, Commissioners meeting for further review.

****K. Kelley moved; B. Johnson seconded to approve the Long-term Power Outage Plan. Unanimous.**

FINANCIAL REPORT

Finance Director Kari Hunt reported the following:

1. Finance Director, K. Hunt talked about the history of the 2024 solar credits and how Waldo County did qualify for these credits from the work on Sheriff's Office and EMA building. K. Hunt clarified that D. Rowley did the credits forms, applied for, and was approved all with approval from the prior Commissioners. K. Hunt requested \$250 to pay Dorothy for her purchase of the 990-tax program that was used to do these credit forms, and she asked what budget to take the \$250 from?

K. Kelley asked if this was not budgeted for? K. Hunt confirmed it was not.

****K. Kelley moved, B. Johnson seconded to approve the \$250 payment and to take it out of the Community Legal Budget Line. Unanimous.**

K. Hunt noted that if the solar credits pass, the County could receive approximately \$125,000.

2. K. Hunt presented the Waldo County Tax Valuation Reports and requested approval from them to sign the letters so they could be sent out the week of February 10th to the area municipalities for payment.

****B. Johnson moved; K. Kelley seconded to approve the Tax Valuation Report letters. Unanimous.**

3. K. Hunt reported the ARPA account has \$62,135 that will be moved to the health fund. She would like permission to close the ARPA account once it has a zero balance. B. Johnson agreed.

4. K. Hunt reported that Mike Larrivee got a grant and there was \$2,227.12 remaining that needed to be moved to an account where it can't accrue interest due to the terms of the grant. K. Hunt requested it be moved temporarily to the savings account.

****K. Kelley moved; B. Johnson seconded to move the \$2,227.12 grant money to the savings account. Unanimous.**

5. The status of the 2021/2022 audits will consist of an on-site meeting with the audit team on Tuesday, February 25 and Wednesday, February 26, 2025.

6. K. Hunt will be requesting an executive session.

7. To date, the County has spent 9% of their annual budget and the jail has spent 6% of their budget. K. Hunt said everything looks normal.

****B. Johnson moved, K. Kelley seconded to accept and file the Financial Report. Unanimous.**

WARRANTS

****K. Kelley moved, B. Johnson seconded to authorize payment of the February 06, 2025 County Accounts Payable and Reserves warrant in the amount of \$249,471.68 and the payroll of \$195,931.53 for a total \$445,403.21. Unanimous.**

****K. Kelley moved, B. Johnson seconded to authorize payment of the February 06, 2025 Jail Accounts Payable and Reserve warrant in the amount of \$83,388.20 and the payroll of \$56,472.92, for a total of \$139,861.12. Unanimous.**

HUMAN RESOURCES REPORT

1. A. McLaggan requested a motion to approve the salary adjustment for J-sun Bailey, IT Director because he reached his 5-year anniversary and is eligible to have his salary adjusted from \$92,230.84 to \$94,997.76, effective February 5, 2025. His date of hire was February 5, 2020.

****K. Kelley moved; B. Johnson seconded to approve J-Sun Bailey's salary adjustment. Unanimous.**

2. A. McLaggan requested a motion to accept Sergeant Dale Brown's resignation and announced he will be retiring on February 14, 2025. His date of hire was July 15, 2001.

****K. Kelley moved; B. Johnson seconded to approve Sergeant D. Brown's resignation.**

Unanimous.

3. A. McLaggan requested a motion to accept Linda Wry-Remillard's new hourly rate due to her promotion as the appointed Deputy Registrar of Probate by the Registrar of Probate, Sharon Peavey. Her hourly rate would change from \$26.80 to \$27.60 effective February 3, 2025. Linda's date of hire was March 28, 2010.

****K. Kelley moved; B. Johnson seconded to increase L. Wry-Remillard's hourly rate.**

Unanimous.

4. A. McLaggan noted that Corporal John Shirk is eligible for his 5-yr step raise effective February 14, 2025. Corporal Shirk's hourly rate will be adjusted from \$36.08 to \$37.16. Date of hire February 14, 2022.

5. A. McLaggan noted that Deputy Kyle Masse is eligible for his 5-yr step raise effective February 25, 2025. Deputy Masse's hourly rate will be adjusted from \$34.36 to \$35.39. Date of hire February 25, 2022.

6. A. McLaggan noted that the cost of the medical premiums for the county on January 2, 2025, was \$1,959.92 for employee premiums not deducted. The new 2025 premiums began with the January 16, 2025 pay date and will be deducted every pay period going forward. Currently there are 73 employees, and 51 dependents covered on the self-funded health/vision plan.

7. Meritain Health Payments processed:

January 13, 2025: \$74,426.53

January 21, 2025: \$36,720.41

January 27, 2025: \$58,609.59

February 3, 2025: \$14,888.65

8. Current recruitments:

Communications Center (2) open positions:

Full-time dispatch vacancy. Position was posted and now closed. This position might be coming back, per union.

Full-time dispatch supervisor. Position is currently on hold and has not been posted.

Registry of Deeds:

Part-time / 25-hour week. Position will not be posted until April at earliest.

Registry of Probate:

Deputy of Probate. By statute, the Registrar can appoint this candidate.

Sheriff's Office (3) open positions:

Full-time Deputy / School Resource Officer vacancy for RSU22 Winterport.

Full-time Deputy vacancy.
Full-time Patrol Sergeant (vacancy pending Dale Brown's retirement effective February 14, 2025.)

Jail:

Full-time Jail Administrator vacancy. Currently on hold.

9. A. McLaggan asked if the non-union pay scales have been reviewed by the Commissioners and if they are ready to sign on them? B. Johnson requested a workshop on February 13, 2025, at 9:00am with K. Kelley and T. Parker to review the handbook and pay scales. Requested A. McLaggan be available for any questions or concerns the Commissioners may have.

10. A. McLaggan requested an executive session on February 20, 2025.

11. Organizational charts will be sent to the Commissioners by Tuesday, February 11, 2025.

12. NCEU contract negotiations will begin for the contract period of January 1, 2026 to December 31, 2028. Bill Doyle requested a meeting this month and K. Kelley requested that it be set up via zoom.

INFORMATION TECHNOLOGY REPORT

J-Sun Bailey reported the following:

1. He is setting up the new computers for the Communications Center.
2. The computer for the DA's office is currently in Augusta for maintenance.
3. He received notification from the FBI that zoom has several security concerns and counties are being advised to not use it for meetings anymore. He said that he is looking into migrating to Microsoft Teams. B. Johnson raised concerns about the user-friendliness of Teams. J. Bailey said he would set up tests for different scenarios.

PUBLIC COMMENT

None

CORRESPONDENCE

None.

MISCELLANEOUS BUSINESS

B. Johnson reiterated that the workshop scheduled on Thursday, February 13th will likely be an all-day affair for the Commissioners.

****B. Johnson moved, K. Kelley seconded to adjourn at 10:23 a.m. Unanimous.**

Respectfully submitted by _____ Waldo Office Associate
Liza Clark