

**WALDO COUNTY COMMISSIONERS COURT SESSION
JANUARY 2, 2025**

PRESENT: Commissioners Betty I. Johnson (Chairman), Kevin J. Kelley, Timothy A. Parker. County Clerk Barbara Arseneau took the minutes.

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

Agenda changes: None.

VOTE FOR CHAIRMAN

****K. Kelley nominated Commissioner Betty Johnson for 2025 Chair.**

Nominations ceased. **Commissioner Betty Johnson will serve as 2025 Commissioner Chair.**

COMMISSIONERS COURT SCHEDULE

The Commissioners discussed continuing to schedule Commissioners Court Sessions twice a month on the first (1st) and third (3rd) Thursdays starting at 9:00 a.m. They briefly discussed holding a special session on January 9, 2025 which would include reports from Human Resources and Finance.

Workshops were briefly discussed. It was noted that Cumberland County has a public session once a month and a workshop the second meeting of the month, and inquiry will be made regarding how they advertise workshop and whether it's public.

COMMISSIONERS COMMITTEE ASSIGNMENTS

****K. Kelley nominated Betty Johnson as member on the Maine County Commissioners Association ("MCCA") Board of Directors.** There were no other nominations. **Betty Johnson accepted.**

****B. Johnson nominated Kevin Kelley as member for the Maine County Commissioners Association ("MCCA") Risk Pool Board of Directors.** There were no other nominations. **K. Kelley accepted.**

The Commissioners discussed other assignments and committees and made some changes and updates to the list.

****Motion: T. Parker/K. Kelley to accept committee assignments for Districts 1, 2, and 3 as stated. Unanimous.**

COMMISSIONER LIAISON ASSIGNMENTS

B. Johnson explained the purpose of the Commissioner Liaison assignments as being a "one-on-one" contact for department heads to reach out and bring ideas or concerns to. The purpose is not to get permission to do something, but to bring matters up that the Commissioners can discuss together later.

B. Johnson recommended changes in departments assigned to Commissioner Liaisons. T. Parker was asked be liaison for the Registry of Probate and Registry of Deeds. B. Johnson will remain liaison for Human Resources, Finance, and County Clerk, and will add EMA, District Attorney's Office, Treasurer, and new Office Assistant. T. Parker said he had already started meeting with the departments that had been assigned to District 3 and wished to keep them.

****Motion: K. Kelley/B. Johnson to assign the liaisons with the departments as presented. Passed by two; T. Parker opposed.**

FINANCIAL REPORT

Finance Director Kari Hunt reported that this would not be her typical report as she has been out of the office.

1. The Invoice Schedule for 2025 was submitted.

****Motion: T. Parker/K. Kelley to continue the practiced invoice scheduling for 2025. Unanimous.**

2. She listed invoicing that is done by ACH or online, and only as authorized by the Commissioners.

3. The warrant is not complete and will be ready for final payment next week.

4. COUNTY:

Payroll - \$180,867.52

Central Maine Power - \$3,630.21

Meritain Health December \$99,864.60 - already paid.

Standard Insurance Co \$1,244.58 and \$1,449.28 – already paid.

Check to Waldo County Firefighters Assoc. \$5,000.00 in 2024 budget was not paid.

Submission was prior to her employment and what was presented and approved. Communication with and from them has been almost non-existent. \$5,000.00 needs to be paid.

****Motion: K. Kelley/T. Parker for payment of the County invoices as presented. Unanimous.**

5. JAIL:

Payroll - \$44,039.62

CMP \$2,328.06

Meritain Health \$31,659.00

The Standard, \$296.28 & \$383.96

Check to open Reserve Revitalization \$314,402.22

****Motion: K. Kelley/T. Parker to approve payment on the Jail invoices as presented. Unanimous.**

6. Some ARPA transfers must be completed; some to Inmate Boarding costs, and the balance would be transferred to the Health Fund. The ARPA audit will be the last thing paid from ARPA funds.

7. The accountant at RHR Smith accountant has reported the 2021 and 2022 audits should be finished soon. 2023 will take a little longer.

8. ARPA reporting is due this month, and she'll check the date with EMA Director Dale Rowley.

9. The IRS increased mileage reimbursement \$.70 cents per mile.

****Motion: K. Kelley/T. Parker to increase the County's mileage reimbursement rate to the current IRS rate. Unanimous.**

****Motion: B. Johnson/T. Parker to accept and file the Financial Report. Unanimous.**

HUMAN RESOURCES REPORT

Human Resources Director Annette McLaggan reported:

1. Deputy Lucas Potts is due the 5-year step pay increase effective December 22, 2024 from \$31.24 to \$32.18, since the union contract was ratified. So noted.

2. Commissioner Johnson has reached the 15-year pay step increase effective January 1, 2025 from \$17,974.06 to \$19,780.41 per year. So noted.

3. Meritain Health has processed \$44,390.54 in medical payments for the week of December 27, 2024. So noted.

4. Deeds Clerk Elena Donovan was promoted from Registry of Deeds to the Registry of Probate with a pay increase from \$24.10 as Deeds Clerk to \$26.33 as Probate Administrative Assistant. The starting date is tentatively January 21, 2025.

****Motion: T. Parker/K. Kelley to approve the wages for Probate Administrative Assistant Elena Donovan as presented. Unanimous.**

5. The Commissioners voted on the health plan for 2025 at the last December court session. Due to timing and getting it rolled out, A. McLaggan recommended and requested open enrollment be from today's date to January 10th. This will allow her time to let employees know the bi-weekly premium will be changing from 24 to 26 pay periods and that the payments will be increasing for each plan. It all came together late in December and it wasn't possible to do it before.

****Motion: K. Kelley/T. Parker to approve open enrollment going through January 10, 2025. Unanimous.**

****Motion: T. Parker/K. Kelley to approve that the employees be charged the 2024 rate for the first payroll in January, not to exceed \$5,000.00, which will come back before the Commissioners.** Discussion: K. Kelley asked what the cost difference would be for that one payroll, and if it would be caught up with the 2025 rate for the rest of the payrolls. A. McLaggan estimated it would be around \$5,000.00. **Unanimous.**

6. Non-union pay scales were provided to the Commissioners for review, to be approved at the second January Commissioners Court session.

INFORMATION TECHNOLOGY REPORT

IT Director J-sun Bailey reported the following:

1. Wireless access points are being set up at the Sheriff's Office and in the Probate/Commissioners Courthouse. He will set those up every month so people can't use the County's internet from the parking lot.

2. The Commissioners' computers are being set up. The county cell phones are ready for Commissioners Parker and Kelley, and he will order B. Johnson's phone today.

SHERIFF'S REPORT & DISTRICT 6 CORRECTIONS COLLABORATIVE

Citizen Elise Brown from Liberty and Sheriff Jason Trundy were present. J. Trundy noted that the SMRT consultant contract for the District 6 Corrections Collaborative had been emailed to the Commissioners in advance for their review. Commissioner William Shorey served as a member of this committee, and Kevin Kelley served as a public citizen. J. Trundy provided history for Lincoln, Sagadahoc, Knox, and Waldo regarding housing inmates, population management, staffing, programs, and costs. The Committee was comprised of

Sheriffs, Commissioners, and County Managers. Inmates in District 6 could be housed as a collaborative based on need and facility design instead of by count. A 6-month trial of housing inmates was held for almost a year. There was no disproportionate financial issue for any county, and populations needs were better met. For example: housing the female population at Knox County made it easier to have female-specific programs by VOA. Conversations have been about how to formalize this district-wide relationship. If it works well, there are efficiencies, stabilized programs and financials, the question is how to keep it going. Waldo County's Jail is 50 years old, and other county jails are aging. This could be managed by a contract or something more organized. J. Trundy believes a four-county Jail authority is needed. There will be tough decisions about facilities, where inmates will be held, meeting correctional needs cost-effectively as a body and wholistically. The commissioners, managers and sheriffs of each county hold different perspectives. The four counties need to project where they'll be in 10-50 years regarding the population either together or as individual "silos." The consultant will help with this process, what needs to be done differently, and construct a framework to show the benefits for staffing, programming, fiscally, etc. for either doing this together, or alone. Boarding rates have gone up to \$200.00 per day and will likely continue to increase. The budget was based on the worst-case scenario of \$1.3 million. It was reduced to \$1.1 million and will be buffered by funds put into the new Revitalization Reserve. He stressed the importance of the SMRT study and asked the Commissioners if they were in favor of moving forward with it.

****Motion: T. Parker/ K. Kelley to instruct J. Trundy to move forward with the process. Unanimous.**

K. Kelley's citizen position on the Collaborative is vacant. J. Trundy reached out to Elise Brown, who has shown a lot of interest in the Reentry and in Waldo County, as she ran for County Commissioner, and she is willing to fill that vacancy.

****Motion: T. Parker/K. Kelley for Elise Brown to fill the vacant Waldo County public citizen position on the District 6 Corrections Collaborative. Unanimous.**

When asked how communication will be held, J. Trundy said Commissioner Shorey attended those meetings and shared with the commissioners what he felt was appropriate. E. Brown was asked if she wanted to speak. She wished all a new year, congratulated the two new commissioners, and said she's looking forward to serving on this District 6 Corrections Collaborative and, as a citizen, she will be looking at this with fresh eyes. The Commissioners thanked her for being willing to serve.

PUBLIC COMMENT

None.

CORRESPONDENCE

County Clerk Barbara Arseneau reported the following:

1. A letter from the U.S. Fish and Wildlife Service was received December 23, 2024 and emailed to the Commissioners regarding adopting final revised maps for all the John H. Chafee Coastal Barrier Resources System units, including Maine. One suggested goal is for federal, state, and local officials to consider integrating CBRS data into their GIS platforms and other information systems so that it is readily available.
2. A letter was received from Maine Dept. of Transportation December 23, 2024 regarding an on-demand public meeting for the proposed Bridge Replacement of the Conant Stream Bridge in Winterport. Input and comments will be accepted via the website 12/18/2024 through 01/08/2025.

3. Spirit of America Foundation Tribute President Bruce Flaherty sent a letter with new ideas for promoting volunteerism and knowledge of what County Government does for citizens. After brief discussion, the Commissioners will likely hold the annual Spirit of America ceremony for Waldo County in April again directly after one of their court sessions.

4. The expiring Kiplinger Letter subscription was briefly discussed and will not be renewed.

APPROVAL OF MINUTES

The Commissioners received draft minutes of the December 5 and 19, 2024 court sessions by email.

****Motion: B. Johnson/K. Kelley to accept the minutes from the December 5, 2024 and December 19, 2024 court sessions. Unanimous.**

MISCELLANEOUS BUSINESS

B. Johnson welcomed the new board of commissioners and encouraged all to work together.

****Motion: B. Johnson/T. Parker to adjourn at 11:01 a.m. Unanimous.**

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