

**WALDO COUNTY COMMISSIONERS COURT SESSION
DECEMBER 5, 2024**

PRESENT: Commissioners Betty I. Johnson (Chairman), Amy R. Fowler, and William D. Shorey, Commissioners-Elect Kevin Kelley and Timothy Parker, Human Resources Director Annette McLaggan, Finance Director Kari Hunt, Sheriff Jason Trundy, and County Clerk Barbara Arseneau. (Court session was conducted on Zoom teleconference only, due to inclement weather.)

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

HUMAN RESOURCES REPORT

Human Resources Director Annette McLaggan reported the following:

1. Corrections Administrator Raymond Porter has submitted a letter of resignation, effective December 16, 2024. Sheriff Jason Trundy would share more on filling the vacancy later in the discussion.

****W. Shorey moved, A. Fowler seconded to accept with regret the resignation of Raymond Porter effective 12/16/2024. Unanimous.**

2. The County's health insurance plan for 2025 has been received from the insurance administrator, who will make himself available at 10:40 today.

3. \$39,861.74 was processed for the health insurance plan as of November 26, 2024. So noted.

4. Register of Deeds Stacy Grant sent a memo that the Registry of Deeds Office wished to close 12/17/2024 for a few hours for the annual holiday luncheon staff meeting. So noted.

5. A. McLaggan is working with the Dept of Labor and Commissioner Shorey regarding Maine Paid Family Medical Leave. In one or more of the union contracts, the wording is that this leave would be handled accordingly. Now that the Commissioners have voted for costs to be shared by both employer and employees, discussion needs to be opened with those unions. The Corrections NCEU previous contract expired December 31, 2022 and the new one expires December 31, 2025. The AFSCME union members are exempt but can voluntarily enroll. If they choose not to, the employer is not required to pay a shared cost. A. McLaggan has been in contact with the payroll provider, who is arranging for this to be ready for January 1, 2025. She is working on a draft email to notify all employees and has sent posters to all departments to post in central areas. So noted.

6. Deputy Register of Deeds Amy Keller has reached 10 years of employment, and her vacation accruals will increase. So noted.

7. A. McLaggan will be processing the initial sign-on bonuses for two employees in Corrections for a total \$10,000.00 each. Corrections Officer Mac Page will receive this, with the first installment of \$1,000.00 to be paid on December 19, 2024. He also completed the Waldo County Corrections FTO program on April 26, 2023 while working in part-time capacity and has completed all mandatory and elective Maine Criminal Justice Academy trainings for 2024.

8. Corrections Officer Taylor Toft will receive the \$10,000.00 sign-on bonus, the first installment of \$1,000.00 to be paid on December 19, 2024. T. Toft also completed the Waldo County Corrections FTO program on August 26, 2024 while working in a full-time capacity and completed all mandatory and elective Maine Criminal Just Academy trainings for 2024.

9. A third new Corrections employee, once they have started, will also be eligible for the \$10,000.00 sign on bonus.

VACANT CORRECTIONS ADMINISTRATOR POSITION

Present was Sheriff Jason Trundy, who reported on the recruitment for the Correctional Administrator position. He said that many know the history of the Reentry Center and Correctional Center over the years. It is unique and nobody else is doing it in the state. Corrections Administrator Raymond Porter excelled at this and is going to be incredibly hard to replace, and J. Trundy said he wants to be very deliberate and thoughtful in finding a replacement as this position has a huge influence over the culture of the organization. In speaking with his command staff, the Chief Deputy has agreed to work with Detention Manager Randy Fox to cover the duties of Major Porter and will buy some time to work through the recruitment and hiring process. A. Fowler said she had worked about 20 years with Major Porter, he did excellent extraordinary work. W. Shorey asked if R. Porter would attend at the end of the next Commissioners Court session. B. Johnson said she had very much enjoyed working with him, noting that he had also served on the Waldo County Wellness Committee with her.

T. Parker stated that with a position like this one, it is going to be impossible to find another person like Ray Porter, but he and the other commissioners will support the Sheriff as he fills that position.

FINANCE REPORT

Finance Director Kari Hunt reported the following:

1. Tax Revenue: K. Hunt noted that permission was granted by the Commissioners on November 24, 2024 to issue a check to pay off the Tax Anticipation Note. The final payment was made November 25, 2024. 100% of the County taxes has been collected, with the Towns of Jackson and Swanville being the final ones to pay. Total interest paid on the T.A.N. was \$128,459.76. and wanted it noted that the Commissioner authorized this. \$309,000.00 was raised in taxes for interest with a savings of \$180,540.24.

2. 2025 Tax Anticipation Note Bids: K. Hunt reported that only one bid was received from First National Bank, with an interest rate of 5.31%, which is a little higher than quoted in November. Last year \$6 million was requested and only roughly \$4.6 million was used. Key Bank would only make a bid if all the County and Jail funds were included. She figures the lack of bids is likely due to the County and Jail audits not being current.

****A. Fowler moved, W. Shorey seconded to accept the bid from Camden National Bank at an interest rate of 5.31% and it will be \$290,449.73. Unanimous.**

3. Appropriations Report: The Communications Center budget is over in the Overtime line due to the union contract being settled, resulting in retroactive pay. The EMA budget is also over budget. Overall on the County it is 89% expended and could be 95% expended. One warrant is left. With permission, there could be a final year-end warrant in January.

4. The Jail Checking Account balance is \$2,210,289.14. 75% of the Jail budget has been spent and could be 95%. Mid-year, some of the Community Corrections Act (CCA) funds started being used to pay some of the budgeted lines so the unexpended funds will be moved to a reserve. So noted.
5. An emergency payment for a Sysco invoice in the amount of \$48.96 is included. This resulted from a credit error by Sysco, along with timing of the checks
6. The County Checking Account balance is \$2,781,277.46. About 89% of the County budget has been spent and could be 95% expended. So noted.

****A. Fowler moved, W. Shorey seconded to accept and file the Financial Report. Unanimous.**

WARRANTS

****W. Shorey moved, A. Fowler seconded to authorize payment of the December 5, 2024 General Fund Accounts Payable and Reserve warrant in the amount of \$1,236,618.75 and the December 5, 2024 payroll of \$214,626.07 for a total \$1,451,244.82. Unanimous.**

****W. Shorey moved, A. Fowler seconded to authorize payment of the December 5, 2024 MCRRC/Corrections Accounts Payable and Reserve warrant in the amount of \$98,919.42 with the December 5, 2024 payroll of \$50,391.15 for a total of \$149,310.57. Unanimous.** The Commissioners authorized using their signature stamps on the warrants to pay invoices.

INFORMATION TECHNOLOGY REPORT

IT Director J-sun Bailey reported the following:

1. A patrol laptop died right before Thanksgiving, so he worked on replacing it on Thanksgiving Day and the day after. There is a bare minimum of laptops now and he really hopes the funds from the Congressional Grant will be coming through.
2. He is setting up new phones and tablets for the new Commissioners and Commissioner Johnson.
3. An upgrade for Motorola has been rescheduled for the first quarter of 2025 as there are a lot of moving pieces, and he wanted to be sure this went smoothly.
4. W. Shorey asked if he could purchase the County laptop he had been using, and A. Fowler asked to do the same. Arrangements will be made to do that.
5. Spillman/Flex/Motorola has provided a quote that expires December 20, 2024, so he and asked if it could be signed today. There would be about \$35,000 in credit for current fees, which will help because the new cost is \$166,000.00 and last year it was \$83,000. He noted that any time something is needed from Motorola, it is always an additional cost. With the new subscription, the County gets everything, and anything new will be included, which is good news. He has sent all this to the Commissioners in the past for review and he recommends signing it. W. Shorey said he was happy with the report that had been sent. He is particularly interested in investigating the concept of the

towns who use it paying for some of the cost. J. Bailey said they are separate issues and felt it was best not to tie them together.

****A. Fowler moved, W. Shorey seconded to sign the contract with Motorola. Unanimous.**

The Commissioners agreed to sign, using their signature stamps, and B. Johnson agreed that the new commissioners will work on discussions regarding the towns paying for some of this.

CORRESPONDENCE

County Clerk Barbara Arseneau reported that she has been going through older records, that a number have met their retention cycles, and she will have a list for approval at the next court session.

APPROVAL OF MINUTES

The Commissioners had received draft minutes from the November 7, 2024 court sessions by email. None had the opportunity to review so it was tabled to the next court session.

MISCELLANEOUS BUSINESS

1. W. Shorey said he met with Garden Manager Dale Cross about the County Garden. He said he believed the County made the best possible choice hiring D. Cross for that position, as he keeps the equipment in excellent condition and does a great job with the garden.
2. A. Fowler spoke with Communications Director Michael Larrivee about Commissioner liaisons and suggested that Mike reach out to Commissioner-elect Parker to bring him up to speed about the Communications Center. Mike Larrivee, who was present at the court session, stated that he and T. Parker have already communicated and have agreed to connect.
3. B. Johnson said she has also been looking at the Commissioner Committee list, it needs to be updated, and the Commissioners will do this together after the first of the year, including discussing which departments each Commissioner will take on. She felt the liaison program had been working well.

PUBLIC COMMENT

NONE

The Commissioners ended the public portion of the court session at 9:45 a.m. and voted to go into executive session.

****A. Fowler moved, W. Shorey seconded to go into executive session at 9:45 a.m. for discussion of a personnel matter as permitted by MRSA Title 1§405(6)(A). Unanimous.** No action taken.

Meeting adjourned.

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