

WALDO COUNTY COMMISSIONERS COURT SESSION
June 6, 2024

PRESENT: Commissioners Betty Johnson, William Shorey and Amy Fowler .
Also present was Office Assistant Susan Prisco to take minutes.

Call to Order: Commissioner Johnson called the court session to order at 4:00 p.m. She changed the agenda for HR Director Annette McLaggan to go first and it will be an executive session

EXECUTIVE SESSION:

For Discussion of Personnel Matter as Permitted by MRSA Title 1 §405 (6)(A)

W. Shorey moved, A.Fowler seconded to go into executive session at 4:05 p.m.

A.Fowler moved, W.Shorey seconded to come out of executive session at 4:23 p.m.

No action taken.

A.Fowler moved, W. Shorey seconded that Commissioners have received Step 4 Grievance on lapsed sick time. Commissioners have asked HR to contact counsel and offer further guidance. Unanimous.

A.Fowler moved, W. Shorey seconded that Commissioners have received counterproposal for sign on grievance. Commissioners are directing HR to continue with their original vote of NO LONGER doing sign on bonuses. HR can confer with counsel if necessary. Unanimous.

A.Fowler moved, W. Shorey seconded that Commissioners are denying the rehire request of a former employee #2045 as a part-time correctional officer. Request that employee ID number be included for the record. Unanimous.

HUMAN RESOURCES REPORT:

HR Director Annette McLaggan reported the following:

Trevor McCray graduated from the MCJA and is now certified. Date of hire is 6/26/23. He is eligible for his final sign-on payment of \$3,750.00 and a salary adjustment from \$27.51 to \$28.88; effective 5/17/24. So noted.

Aaron Santana graduated from the MCJA and is now certified. Date of hire is 8/8/23. He is eligible for his final sign-on payment of \$3,750.00 and salary adjustment from \$27.51 to \$28.88; effective 5/17/24. So noted.

William Nichols graduated from the MCJA and is now certified. Date of hire is 9/13/23. He has a salary adjustment from \$27.51 to \$28.88; effective 5/17/24. He falls under the revised sign-on bonus that was effective July 2023 and will be eligible in September for his sign-on bonus. So noted.

Noah Davis has reached his 2-year anniversary on 3/28/24. His pay rate will go from \$21.80 to \$22.54 per hour. So noted.

Arryn Garey hired 3/30/23 is now going under her married name of Lubin. She has reached her 1-year anniversary. Her rate of pay will go from \$21.09 to \$21.80 per hour. So noted.

Elmer Sweetland resigned his position as a full-time corrections officer back in January. He stayed as a part-time employee but is now resigning completely, effective 5/23/24.

A.Fowler moved, W.Shorey seconded to accept his resignation. Unanimous.

Director McLaggan would like a motion to hire Amanda Stover as of 6/3/24 as a part-time victim witness advocate. She will be paid at the rate of \$23.02 per hour. She is to work no later than 8/30/24. Commissioner Fowler inquired if the County would be actively pursuing to hire a full-time victim witness advocate, once she is gone. A. McLaggan replied that yes she is almost ready to post the full-time position and working along with Office Manager Eric Harvey. The posting will go out tomorrow. Ms. Stover is aware of this and will be returning to finish her last year at college, as a law student.

A.Fowler moved, W. Shorey seconded to approve the hire of Amanda Stover. Unanimous.

Registrar of Probate Sharon Peavey is requesting a salary adjustment based on the pay scales for Linda Wry-Remillard. She needs retro pay of two days for employee. Her start date should have been 6/19/23 instead of 6/21/23. The wrong effective date was used.

A.Fowler moved, W. Shorey seconded to accept the changed effective date for pay adjustment corrected to 6/19/24 for Linda Wry-Remillard.

HR Director McLaggan reported that the Registrar of Probate Sharon Peavey would like to request an executive session to meet with the Commissioners to talk about her personnel lines and salaries.

A.Fowler moved, B.Johnson seconded to approve the executive session. Unanimous

FINANCIAL REPORT:

Present with the Commissioners was Finance Director Kari Hunt who reported the following:

K. Hunt has emailed the Commissioners a Budget Request letter along with a questionnaire and check list to review. She would like to send this letter to the outside organizations who request funds from the County of Waldo and if it should be from the Chairman. Commissioner Fowler advised her to send it from all the Commissioners. A. Fowler discussed how the County gets bombarded every year with requests for funding from outside organizations. Some are wonderful organizations, but it is not up to the Commissioners to spend taxpayers' dollars. K. Hunt has come up with a list of information that a lot of towns have done. Kari would like to make a change to #13 in the letter adding profit and loss and trial balance; not just profit and loss. This letter will go out to just the individuals that applied last year. She is not seeking new people. If new people come seeking the County they will have to also apply in the same mannerism as everybody else. If the organization cannot provide an annual report or a financial statement, Finance Director Hunt will request the profit & loss and the trial balance. A. Fowler indicated

that it is not up to the County to give funds. Commissioner Fowler would like the letter to go out to only last year's applicants. She wants to see a profit/loss statement and trial balance from the organizations.

A.Fowler moved, W.Shorey seconded for K. Hunt to make corrections to the letter as discussed and submit this; the mandatory questionnaire with regards to proposed calendar year 2025 budget request. Unanimous.

Finance Director Kari Hunt has reached out to auditor, RHR Smith to confirm a start date for the audit. She is waiting to hear back from them. She will call them back.

Positive Pay has been set up through our bank account and is working smoothly. It is basically easy to use. She must upload the checks that are issued. There is a little bit of snags with the ACH because not every account or company the County has an ACH with is within the bank account. She is working closely with Matt to do some fine tuning, but it is working pretty good.

She had been asked to clarify the check from self-funded Risk Management for damage done to 2022 Ford in the amount of 23,459.62. Kari spoke to Malcolm who confirmed that the check belongs to the County to pay for the repairs, once completed. Researching where the funds go, in the past they have gone into the Emergency Vehicle Fund 0264. Kari requested a motion to deposit the check into that account. There is a vehicle at Stanley Chevrolet that is being repaired that the check is supposed to go towards.

A.Fowler moved, W.Shorey seconded that the check is to go into that checking account. Unanimous.

The Town of Kittery has sent a check to the County in the amount of \$8,000.00 for BLETP reimbursement. The County paid \$8,000.00 for training. In the past, checks were deposited into the Severance account. K. Hunt recommends that the County continues with the past practice.

A.Fowler moved, W. Shorey seconded that the check in the amount of \$8,000.00 be deposited into the Severance account. Unanimous.

There are some employees that have been traveling. Regarding the travel policy, K. Hunt has been starting to see a few requests and would like to use this opportunity to improve the request form, making it simpler. In a recent request, employees asked to be reimbursed for baggage fee, for an extra bag. They had to pay \$35.00 to and from for extra baggage. That is not covered in the policy. It was learned that the employees traveling consolidated two bags into one to avoid getting charged double the fees. It was charged to the conference and the return home. She is asking for the Commissioners thoughts about reimbursing for excess bags. Kari would like a motion to accept changes in the travel policy. A. Fowler would like to wait until next meeting and asked Kari to get information on extra baggage.

Dale joined Kari to discuss ARPA funds. A. Fowler inquired about the EMA building and if paving has been done. It is supposed to be paved tomorrow. K. Hunt had spreadsheets for the Commissioners to review. Funds are to be re-directed from ARPA. ARPA has been adjusted and a new category has been created: Jail Operations. Moved \$ 170,382.95 from Project 2; Re-directed \$71,805.85 from Project 5. Projects 6, 8, 11 and 15 were all re-allocated to Project 16 (jail operations). \$652,704.00 remains in ARPA funds. Interest accrued is \$237,946.00. Kari

requested a motion for the re-allocation of funds in ARPA account. A. Fowler would like the numbers on the spreadsheet clearer.

A.Fowler moved, W. Shorey seconded that we finish through with the re-allocation of those ARPA funds. Unanimous.

A. Fowler said that she would like to see a clean sheet again with those numbers reflected.

In a previous meeting it was discussed that an additional \$318,000.00 is needed for the last six months of 2024 for Two Bridges Jail. Commissioner Shorey is in the middle of negotiations at \$85.00 per day for 40 people for the remainder of the year. The fees will go up 1/1/25 to \$95.00 and on 1/1/26 to \$105.00 per day per person. There is no agreement yet and no vote is needed at this time.

K. Hunt met with NDS (National Data Systems) and asked them to “sell her their program”. They are a Maine based company and she is a supporter of their budget program. They showed her some new features that are being released June 1st, part of the current package. There is no extra cost, but she would like these updates. New as of 6/1/24, accounts payable can be streamlined to allow department heads to view only access of their expenditure reports and appropriations. One enhancement is the check process. She would like to sit down to discuss and see if the software meets the County’s needs. It was a good conversation, and she would like to brainstorm other ideas. Kari would like the 6/1/24 update at no cost. The company is willing to work with the County to enhance the programs in a cost-effective way.

The current Health Account balance is \$ 308,604.07. So far, \$1,280,750.33 has been paid out in health costs. Commissioner Shorey discussed how it is very different being self-insured.

4th Quarter of the CCA funds were received. \$62,201.18 was transferred into the CCA funds and \$ 145,136.08 into the Jail General Fund.

Overall, 43% has been spent of the County budget; slightly under budget (it can be at 48%). Overall Jail Budget spent is 42%, also slightly under budget (it can be at 48%).

W.Shorey moved, A. Fowler to accept the finance report. Unanimous.

County General Fund Accounts Payable	\$116,445.71
County Payroll (5/23/24)	166,499.93
(6/6/24)	184,210.33
Special Pay	1,330.41
Total	\$468,487.38

Jail Fund Accounts Payable	\$ 37,984.10
Jail Payroll (5/23/24)	45,889.01
(6/6/24)	78,066.14
Total	\$161,939.25.

WARRANTS:

W. Shorey Moved, A.Fowler seconded to authorize payment of the June 6, 2024 Reentry Accounts Payable and reserve warrant including the 5/23/24 payroll in the amount of \$45,889.01, the June 6, 2024 payroll in the amount of 78,066.14 and the accounts payable of \$37,984.10; for a total of \$161,939.25. Unanimous.

W. Shorey Moved, A. Fowler seconded to authorize payment of the June 6, 2024 General Fund Accounts Payable and Reserve warrant including the 5/23/24 payroll in the amount of \$166,499.93, the June 6,2024 payroll in the amount of \$184,210.33, Special Pay \$1,330.41 and the accounts payable of \$ 116,446.71; for a total of \$ 468,487.38 Unanimous.

CORRESPONDENCE:

Office Asst. Susan Prisco was present and requested the Commissioners approval of the minutes from the 4/3/24 Commissioners Court Session; sent via email on 5/29/24.

W. Shorey moved, A.Fowler seconded to approve the Minutes of the 4/3/24 Commissioners Court Session. Unanimous.

PUBLIC COMMENT:

Kevin Kelley of Winterport inquired as to how many covered lives are on the insurance with approximately 95 employees. Commissioner Fowler did not have the figures, but it is over 200. She referred Mr. Kelley to HR Director McLaggan to help with the answer to his question.

He sits on the 1A Waldo Broadband Coalition. It includes the towns of Winterport, Frankfort and Stockton Springs. The group has been meeting until October of 2020. They have allocated \$500,000.00 towards broadband out of the ARPA funds received from the County. They did not make the last cut for the grant from the Maine Connect Authority. They said their cost was too high per household. If the group is not awarded the PEM Grant, the towns must re-allocate the ARPA funds. The package for the grant has to be in by June 25th or June 26th. Requests for the PEM grant are reviewed and August 10th is when the public announcement will come out who they are awarding the PEM grant to. If the Waldo County Coalition is not awarded the PEM grant, the towns need immediately to have a town meeting and allocate their funding towards something else and have an open signed contract by December 20th . Otherwise, the Coalition will have to write a check back. In the case of Winterport, the amount is \$200,000.00. Commissioner Fowler referred Kevin to Bob Kurek. Bob Kurek is also involved in another group, the Waldo County Broadband.

EXECUTIVE SESSION:

For Discussion of Non-Public Information as Permitted by MRSA Title 1 §405 (6)(F)

A.Fowler moved, W.Shorey seconded to go into Executive Session at 5:40 p.m. Unanimous.

B.Johnson moved, W. Shorey seconded to come out of Executive Session at 5:50 p.m. Unanimous.

Action taken: no action

A. Fowler moved, B. Johnson seconded to adjourn the meeting at 5:50 p.m. Unanimous.

2025 County Budget Caucus

Present were Commissioners Betty Johnson, William Shorey and Amy Fowler.

Amy Fowler opened the meeting at 6:00 p.m. and discussed the process before opening to Chair Betty Johnson.

Commissioner Johnson led the Caucus for District 1 and announced the towns in her district: Belfast, Belmont, Islesboro, Lincolnville, Morrill, Northport and Waldo. District 1 has two positions that nominations are needed for.

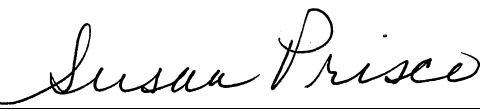
Robyn Tarantino of Lincolnville was nominated by Mike Ray of Lincolnville. Commissioner Johnson advised those in attendance that nominations do not need to be seconded. She let Robyn Tarantino know that her name will be on the ballot for Lincolnville. Ballots will go out to the towns. An individual does not need to be present to be nominated.

Commissioner Shorey listed the towns in his district: Frankfort, Jackson, Monroe, Prospect, Searsport, Stockton Springs, Swanville and Winterport. District 2 has two openings for seats on the budget committee. Elizabeth Lenharr of Stockton Springs was nominated by Kevin Kelley for a three-year term. Wes Norton of Searsport was nominated for the remainder of a one-year term.

Commissioner Fowler listed the towns in her district. They are: Brooks, Burnham, Freedom, Knox, Liberty, Montville, Palermo, Searsmont, Thorndike, Troy and Unity. There is one vacant seat. Jeff Trafton who is on the selectboard in Thorndike was nominated. Chris Stoples of Searsmont was nominated. Doug Thomas from Montville was nominated.

Commissioner Fowler explained that the ballots will be mailed to all the towns in the particular districts which the Commissioners represent. The boards of selectmen are the ones that cast the votes. There is also a write in on the ballot. Two standing budget committee members that were in attendance were acknowledged by Commissioner Fowler: Bob Kurek who represents Palermo and Tammy Higgins who represents Winterport.

A. Fowler moved, B. Johnson seconded to adjourn the caucus at 6:20 p.m. Unanimous.

Respectfully submitted by  Office Assistant
Susan Prisco