

WALDO COUNTY COMMISSIONERS COURT SESSION
Date 5/16/24

(For more detailed information, please request a copy of the video recording)

PRESENT: Commissioners William D. Shorey, Amy Fowler, Betty Johnson ,

Also present was Office Assistant Susan Prisco to take minutes.

Call to Order: Commissioner Shorey called the court session to order at 8:55 a.m.

Commissioner Amy Fowler moved to nominate Betty Johnson as Chairman; Unanimous.
Commissioner Betty Chairman accepted the nomination.

FACILITIES REPORT:

Christopher Bryant, Facilities manager was present and there is not much to report. Routine tasks are getting done. The move of the District Attorney's Office from the Superior Court Building to the Sheriff's Department Building is completed. He has recovered all the keys to the old building. His assistant, Rodney Melanson is working out great.

FINANCIAL REPORT:

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

The County Checkbook balance is \$ 161,959.66

The Jail Checkbook balance is \$ 121,522.88

County General Fund Accounts Payable	\$407,425.36
County Payroll	171,375.70

Total	\$578,801.06
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Jail Fund Accounts Payable	\$121,294.84
Jail Payroll	46,700.89

Total	\$167,995.73
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\$150,000.00 of accounts payable amount is a grant from the Communications Center.

B. Johnson Moved, W.Shorey seconded to accept the Financial Report. Unanimous.

WARRANTS:

W.Shorey Moved, A.Fowler seconded to authorize payment of the May 16, 2024, General Fund Accounts Payable and Reserve warrant including the May 9, 2024 payroll in the amount of \$171,375.70 and the accounts payable of \$ 407,425.36 for a total of 578,801.06. Unanimous.

W.Shorey Moved, A.Fowler seconded to authorize payment of the May 16, 2024 Reentry Accounts Payable and reserve warrant including the May 9, 2024 payroll in the amount of \$46,700.89 and the accounts payable of \$121,294.84 for a total of \$167,995.73. Unanimous.

The County has expended 38% of their budget; should be 42% (just under budget).
The Jail has expended 39% of their budget; should be 42% (just under budget).

Kari Hunt discussed a new check return policy and gave the Commissioners a copy of the policy. There will be a 90-day limit instead of 180 days limit to cash a check. Future checks will have a “valid for 90 days” imprinted on the checks.

A.Fowler moved, B. Shorey seconded a motion to adopt a Waldo County issued and returned check policy. Unanimous.

Per the Commissioners, the TAN Spreadsheet has been updated to include the Health Fund. Current balance in the Health Fund is \$290,989.57.

As to hiring an auditor, Kari Hunt has contacted RHR Smith and there is an agreement form to be signed in order to start a timeline for the audit. This is the only option for the ARPA and County audits. The amount of the audits for years 2021, 2022 and 2023 would be \$13,500.00 per year. A single ARPA audit would be \$5,000.00 for each year. It will cost \$55,500.00 total to catch up. The Commissioners agreed this is time sensitive and the County needs an audit as soon as possible.

A.Fowler moved, W.Shorey seconded a motion to sign the contract to audit the years 2021, 2022 and 2023. Unanimous.

Kari followed up from previous meeting with more information on Positive Pay Plan. There are no additional fees for checks and ACH payments. A list of checks will be uploaded. If check is on the list to be paid, it will be paid. If not, an alert will be sent to Kari who will have until 11:00 a.m. to confirm; if not confirmed by then the check will be paid. ACH payments will also get alerts.

B.Johnson moved, W. Shorey seconded to approve this Positive Pay plan. Unanimous.

The County received a check from MCCA self-funded insurance in the amount of \$23,459.62 from damage resulting in an auto accident. Commissioner Fowler wanted to know if the money received belonged to the County or the insurance company and to ask Malcolm if the County can keep the check.

B. Johnson Moved, W.Shorey seconded to accept the Financial Report. Unanimous.

HUMAN RESOURCES REPORT:

HR Director Annette McLaggan reported that effective 7/1/24 ISolved's fee is up 5%. This will now cost \$750.00 per year. \$375.00 will still be needed for 2024.

The following employees are eligible for a pay increase at the Sheriff's Department:

William Nichols is due for his 6-month raise to \$27.51 per hour; retroactive to 3/13/24. So Noted

Bobby O'Leary as of 3/13/24 is due for an increase to \$27.51 per hour. He is not certified. So Noted.

There are three employees presently at the academy: William Nichols, Trevor McCray and Aaron Santana. Aaron Santana will graduate on Friday. Bobby O'Leary will be the fourth employee to attend the academy. Academy training qualifies for Alford Grant criteria.

Jacob Grinnell is due his 6 months raise as of 3/19/24 to \$27.51 per hour. So Noted.

Aaron Santana pay will increase to \$27.51 per hour as of 2/8/24. So Noted.

Eric Harvey, Supervisor at the District Attorney's Office is eligible for a pay increase from \$19.81 to \$21.44 per hour; effective 5/5/24. So Noted.

Due to longevity of 25 years, Misty Lewis, a dispatcher, is eligible for an increase in vacation accrual to 280 hours. So Noted.

CORRESPONDENCE:

Office Assistant Susan Prisco advised the Commissioners that an Appeal of Decision of Board of Assessors on Application for Abatement of Property Taxes has been received from Henry Warren III and Julie Butler vs. the Town of Islesboro. Property address is: 1089 Deep Cove Lane, Islesboro, ME 04848. Commissioners were given a copy of the Application for Abatement of Property Taxes and other pertinent documents.

Dale Rowley will be in to get signatures from the Commissioners for shelter agreement from the YMCA. IT Manager J-sun Bailey may not be able to attend this session due to a prior meeting.

A.Fowler moved, B.Johnson seconded motion to sign the shelter agreement from the YMCA for EMA Director Dale Rowley when received.

COMMUNICATIONS CENTER:

Director Michael Larrivee reported that he would like to upgrade five Zetron radio consoles that sit in front of the dispatchers. It will cost \$51,000.00- 55,000.00 to update the five Zetrans. From RCM, he got a service contract through 2024 in order to speak to Zetron to authorize repairs. One Zetron unit does not work properly.

A.Fowler moved, W.Shorey seconded a motion to upgrade the five Zetrans at a cost of \$55,000.00 maximum and take the funds from the Communication Upgrades ARPA line and use the ARPA money. Unanimous.

The upgrade will be done in two phases. The State will come to remove the 911 equipment at a cost of \$12,800.00.

The Knox County contract is totally done.

MISCELLANEOUS BUSINESS:

Commissioner Shorey discussed the left-over ARPA money to go to the Jail in Two Bridges in the amount of \$318,000.00 to finish out this year. Their rate has increased to \$85.00, and the County could use the funds for Two Bridges. There is a shortfall back to January. \$250,000.00 will need to be moved from ARPA into reserves to make the balance sheet whole again.

Commissioner Fowler wants all the numbers before money is moved. She stated the commissioners need to sit down with all the numbers in front of them before transferring money. B. Johnson would like a separate meeting regarding the numbers to be transferred. A. Fowler wants all the information on the accounts to review before the 5/23/24 meeting. There will be a Commissioners Court Special Session set for 5/23/24 to discuss further. Kevin Kelley would like to see the balances and exact costs.

Discussion among the Commissioners that instead of posting all videos of Commissioners Court Sessions on the website, individuals should ask for the recording of the particular meeting they are interested in.

A. Fowler moved; W. Shorey seconded that once the minutes and video of a Commissioners Court Session have been approved, the video will be available to an individual but only upon request. Unanimous.

An email will be sent to the County's distribution list informing the recipients that the videos will no longer be available on the County's website. The videos will be available only upon request.

PUBLIC COMMENT:

None.

KNOX COUNTY COMM. CENTER - Presentation of Appreciation Certificate

Representatives from the Knox County Communications Center thanked Waldo County 911 for all the people they helped in difficult times. All the citizens of Knox County are grateful for the help given to them by Waldo County. Knox County will return the favor, if ever needed. Knox County is back to answering all their 911 calls and it is going well. It has been two weeks. They now have seven dispatchers out of ten and two supervisors out of three. The Commissioners indicated they were glad to help out and are proud of Waldo County dispatchers. It is nice to see counties help each other. Knox County representative indicated that the State would use Waldo County as a model for assisting other counties. Knox County representatives were at the session to acknowledge that the Waldo County Dispatch team is incredible. They presented a certificate, a thank you card and some gifts for the dispatchers in the center. HR Director McLaggan asked Communications Center Director Michael Larrivee, Dispatchers Misty Lewis and Daphne Manuel from the Communications Center to come up to be commended. She congratulated everyone on a job well done. Commissioner William Shorey signed the termination of agreement extension today as he was the Chairman when agreement was signed. Present from the Knox County were: Amber Christie, HR Director; Ed Glaser, Commissioner and Robert Coombs, Communications Director.

EMA Director Dale Rowley requested that Commissioner Chairman sign a mutual agreement to use the YMCA in Belfast as an emergency shelter.

A.Fowler moved, B.Johnson seconded a motion to sign the Waldo County Emergency Management Agency shelter agreement with the YMCA. Unanimous.

Commissioner Fowler requested a printout of year-to-date figures from Finance Director.

Commissioner Fowler stated that with regards to discussion about the tax abatement for Islesboro the motion will read that the Commissioners deny the request.

A. Fowler moved, W. Shorey seconded motion to deny the Warren/Butler abatement request. We the Commissioners are in support of the current denial on behalf of the Town of Islesboro. Unanimous.

EXECUTIVE SESSION:

A.Fowler moved, B. Johnson seconded to go into Executive Session at 11:00 a.m.

B.Johnson moved, A. Fowler seconded to come out of Executive Session at 12:45 p.m.

No action was taken; discussion to follow.

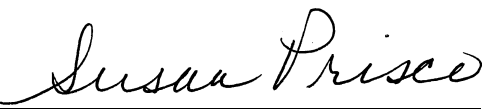
EXECUTIVE SESSION:

A. Fowler moved, B. Johnson seconded to go into Executive Session at 1:05 p.m.

A. Fowler moved, B. Johnson seconded to come out of Executive Session at 1:40 p.m.

Action Taken: We the Commissioners recommend that the District Attorney offer and vet out thoroughly hiring a part-time employee, Amanda Stover with a starting pay of \$23.02 to act as temporary victim witness advocate. She will be employed to work no more than 20 hours per week. Employment to end no later than the end of August, 2024. All working hours will be documented and approved by Eric Harvey. Human Resources is to work with Eric Harvey, Prosecutorial Assistant Supervisor to immediately recruit a full-time permanent Victim Witness Advocate.

B. Johnson moved, W. Shorey seconded motion to adjourn. Unanimous.

Respectfully submitted by  Office Assistant
Susan Prisco