

WALDO COUNTY COMMISSIONERS COURT SESSION
January 18, 2024

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

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

FINANCIAL REPORT:

Present with the Commissioners was Finance Director Kari Hunt who reported the following: K. Hunt has been working reconciling the bank accounts. She requested permission for a wire transmission for EMA Director Dale Rowley for an ARPA payment in amount of \$6,250.00. The Commissioners have no problem with Kari making the payment by wire. She is requesting that the County Commissioners approve and sign the 2024 Invoice Schedule for the department heads. The Commissioners signed the 2024 Invoice Schedule which will be sent out to all the department heads. The ICS accounts have been fixed by First National Bank.

Kari is presenting four warrants to be approved and signed by the Commissioners. Two are for year-end, 12/31/23; two are for current bills 2024. The warrants are significantly large and the County may need to draw on the TAN account. There are no more 2023 bills to process after this date. There is a final 2023 print out for Commissioners and 2023 is officially closed.

Commissioner Shorey asked when an audit could be completed. K. Hunt will reach out to see when an audit will be conducted and needs up-to-date figures. W. Shorey is concerned about waiting so long for an audit. K. Hunt is looking at other auditors for municipal audits. The audit needs to be up to date for the TAN process. Commissioner Shorey indicated there is a limit as to how long we can wait. Kari will contact a company in Brewer, ME to see if they do municipal audits.

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

2024 Current Warrant:

County General Fund Accounts Payable	\$ 296,510.72
County Payroll	\$ 188,275.76
Total	\$ 484,786.48

Jail Fund Accounts Payable	\$ 229,849.27
Jail Payroll	\$ 48,637.33
Total	\$ 278,486.60

Final 2023 Warrant:

County General Fund Accounts Payable	\$ 106,437.47
MCRRC Accounts Payable	\$ 50,664.25

WARRANTS:

A. Fowler moved, W. Shorey seconded to authorize payment of the Final 2023 Re-Entry Accounts Payable warrant in the amount of \$ 50,664.25. Unanimous.

A. Fowler moved, W. Shorey seconded to authorize payment of the Final 2023 General Fund Accounts Payable warrant in the amount of \$106,437.47. Unanimous.

A. Fowler moved, W. Shorey seconded to authorize payment of the January 18, 2024 Reentry Accounts Payable warrant in the amount of \$229,849.27 including the January 18, 2024 payroll of \$48,637.33, for a total of \$ 278,486.60. Unanimous.

A. Fowler moved, W. Shorey seconded to authorize payment of the January 18, 2024 General Fund Accounts Payable warrant of \$296,510.72 including the January 18, 2024 payroll in the amount of \$188,275.76 for a total of \$484,786.48. Unanimous.

Kari stated that any further 2023 bills submitted by department heads would be coming out of their 2024 budget.

HUMAN RESOURCES REPORT:

Human Resources Director Annette McLaggan reported that she has processed the salary adjustment for a 4% increase for non-union employees which is included in today's paychecks. She is working with MainePers on contract language for the Communications Center. The contribution rates will change for both employees and employer. The new rates are not clear at this time. The plan is transferring from an AC to a 3Cplan. The mandatory 3C plan was voted in by the union employees, effective as of 1/1/24. Employees new in 2023 will be notified of the change and what percentage they will be charged by MainePERS. The rate for the County will be 11.6% which is a 2.6% increase. Commissioner Fowler inquired as to what this will cost the County. A. McLaggan replied that it would cost the County \$27,000.00. A. Fowler asked if the increase was figured into the 2024 budget. HR A. McLaggan indicated it should figure out and be good as they increased the amount by 8% over the 2023 budget amount.

Human Resources Director Annette McLaggan requested a motion to pay the 2024 clothing allowance of \$950.00 to each of the following positions: Jail Administrator, Sheriff, Chief Deputy, Lieutenant and Detention Manger.

Commissioner Shorey indicated he would like to speak to that motion. For fifteen years the County has been paying a clothing allowance to employees and treating everyone the same; union or non-union. W. Shorey would like to continue this policy on the clothing allowance. Commissioner Fowler would like to finish discussion, and this is an issue that the Commissioners need to address maybe in the next budget. A. Fowler will go along with the request this time.

W. Shorey moved, A. Fowler seconded to pay the 2024 clothing allowance of \$950.00 to Jail Administrator, Detention Manger, Sheriff, Chief Deputy and Lieutenant. Unanimous.

A. McLaggan requested a motion to pay 2024 clothing allowance of \$425.00 to the position of Garden Manager from the CCA funds. HR Director McLaggan indicated that the intent is for the Garden Manager to buy safety boots. A. Fowler stated that the Commissioners should work on a policy on what is expected with the clothing allowance.

W. Shorey moved, A. Fowler seconded a motion to pay the 2024 clothing allowance of \$425.00 from the CCA funds to the position of Garden Manager. Unanimous.

A. McLaggan requested a motion to approve salary adjustment of the Finance Director to \$66,078.87 per hiring agreement at the end of her probation; effective 1/28/24.

A. Fowler moved, W.Shorey seconded a motion to approve a salary adjustment of the Finance Director to \$66,078.87. Unanimous.

A request made for the minutes to note that effective 1/1/2024, sign-on bonuses for all departments in Waldo County are no longer effective.

A. Fowler moved, W. Shorey seconded that as of 1/1/24 there are no more sign on bonuses for all departments in Waldo County. Unanimous.

The County still has employees that fall under the old sign on bonuses. A. McLaggan is requesting so noted as the following employees that will be paid sign on bonuses:

Payment of 2nd sign on bonus to Dispatcher Devon Fairbrother of \$4,000.00 for completing training (date of hire 7/25/23). Leaving a balance of 10,000.00; \$5,000.00 to be paid on 2nd anniversary and final \$5,000.00 to be paid on 3rd anniversary. So noted.

Deputy Jacob Grinnell's sign on bonus of \$1,000.00 for completing field training. (Date of hire: 9/19/23) He is eligible for \$10,000.00; balance due is \$9,000.00 to be paid in \$3,000.00 installments on the 1st, 2nd and 3rd anniversaries. So noted.

Deputy Bobby O'Leary's 1st installment of the sign on bonus of \$1,000.00 for completing field training. (Date of hire: 9/11/23). Eligible for \$10,000.00; balance due of \$9,000.00 to be paid on the 1st, 2nd and 3rd anniversaries. So noted.

Deputy Lucas Babcock (Date of hire: 7/2/23) completed MCJA training and is now a full-time Law Enforcement Officer, blue pinner. Effective 12/15/23, Dep. Babcock moved from not certified to certified status. His new hourly rate of pay is \$27.77. He is due his 6-month step increase effective 1/3/24; his new hourly rate of pay is \$28.88. So noted.

Deputy Trevor McCray (not certified) is due his 6-month step increase from \$26.45 to \$27.51 per hour, effective 12/26/23. He is currently in the academy with the new training program for 2024. So noted.

Due to full time Corrections Officer Elmer Sweetland going to a part-time corrections officer effective 1/1/24, Mack Page, a part-time corrections officer at the re-entry program, has accepted full-time status effective 1/10/24 with a rate of pay of \$24.41.

A. Fowler moved, W.Shorey seconded to accept Mack Page as a full-time corrections officer effective 1/10/24. Unanimous.

Facilities Technician Rodney Melanson started employment on Monday, January 8, 2024, full-time. He will work 40 hours per week with an approved hourly rate of \$23.17.

The Sheriff's Office received notification from Maine State Police Computer Crimes Unit Lieutenant Jason Richards that they have updated the contract with Det. Jason Bosco, a detective for the Sheriff's Office working on computer crimes. He will be paid a new hourly rate of \$38.06 from \$35.91 due to the State of Maine updating their pay scales. The State will make up the difference effective, 1/1/24. So noted.

FACILITIES REPORT:

Facilities Manager Christopher Bryant was present with the new facilities technician, Rodney Melanson, who was welcomed by the Commissioners. C. Bryant reported that training is going well. He has been in touch with Horch Roof regarding the Archive roof. The company will come to do estimates for both a metal and shingle roof. Also, at the Sheriff's Office shingles have come off the roof. Chris will be contacting other companies for quotes and hopefully will have an answer in two weeks.

Commissioner Shorey inquired how the solar project at Sheriff's Department was coming along. C. Bryant informed him that it was done in December. He presented the bills to Commissioners regarding the solar project. Commissioner Fowler told Chris to check with Dale Rowley as to using ARPA funds which was discussed prior. He has contacted the electrician to come out and check the archive building heat pump. A. Fowler asked what was wrong with the heat pump. During the last windstorm one of the fans had broken and no heat is coming into the building. There should be a warranty on the pump as it was not done that long ago. A. Fowler also asked why oil was delivered to the Superior Court building. C. Bryant said the delivery was set up at the end of December. Funds were used from the 2023 funding and remainder was paid out of the 2024 allotted funds. The tank is now full. The building would have been due for another major delivery in March, 2024. Commissioner Fowler indicated that as of 3/31/24 the County no longer owns the building. Chris stated he sent an email to the supplier (Maritime Energy) directing them to deliver no more oil. A. Fowler wants the remaining oil pumped out, if possible.

Commissioner Fowler asked Chris about his motor vehicle accident last Tuesday. He backed into a pre-trial vehicle at the Reentry Center and there might be up to \$2,000.00 reportable damage to the Ford Fiesta (hitch), according to the police officer. No damage was done to the County truck. C. Bryant contacted Malcolm at the insurance company. The officer provided the crash report number to C. Bryant who gave it to Malcolm. W. Shorey reminded Chris to talk with Dale Rowley regarding using ARPA funds to pay for the solar project. Chris reported the solar project is completed and ready to go.

Chris Bryant returned to report that he went to the Superior Court building to check the oil level. With the tank being filled, it is now up to 3,000 gallons. The last delivery made was for 1,896 gallons and the tank already had 1,000 gallons in it at time of delivery.

IT REPORT:

IT Manager J-sun Bailey reported that he has a list of county computers with ages and dates of the equipment which he provided to the Commissioners. He is getting ready for the move of the Registry of Deeds the week of Feb. 12th. He has been in touch with IQS to get equipment moved and they are okay with J-sun moving the equipment. It will not void any warranties or service

agreements. He will get that in writing. J-sun and Ray Monreal will hook up the equipment. They are also getting the DA's move ready.

Regarding the audit by Spyglass for phone and internet bills, there is no cost unless they find the County was over billed on past phone and internet bills. If Spyglass finds any mis-billings, they keep 50% of that savings and the County gets 50%. Their fee would be a 50/50 split amount of the overage discovered. Then there would be a three-year contract to sign and a fee involved. The Commissioners have concerns regarding this deal.

He said the next thing he would like to do is the Spillman Mobile that the County needs to do for the traffic stop demographics. He would like to see if the County could go forward with that. He reported that there is a new state mandate as of 7/1/24 that law enforcement use a program with the company Motorola at a cost of \$106,000.00 to the county. At traffic stops, the officer can now type in information about the person stopped instead of calling it in over the radio. The information relayed would be what the officer perceives regarding race, gender, etc. of the driver at the time of the stop. Currently, this information is relayed over the radio. The way this new law reads it is what the officer perceives; not what is on the license. A. Fowler asked if it is a "non-funded state mandate" and J-sun said it was. She indicated that the State cannot put a mandate in without funding it. She further went on to say that Section 23 of the Constitution says that the State cannot put forth a mandate that cost the taxpayers money that they are not prepared to fund. She does not want to put the deputies in the position having to guess ethnic nationality, etc.; plus it costs \$106,000.00. Commissioner Shorey suggested that they hold off and wait. J-sun said it was in the 2024 budget. A. Fowler asked to see a copy of this new law and J-sun will get it for her. He checked with Motorola Spillman and out of their other county clients, Waldo County is the only county that does not have this product in use.

PUBLIC COMMENT:

None

CORRESPONDENCE:

No correspondence to present.

EXECUTIVE SESSION:

A. Fowler moved, W. Shorey seconded to go into Executive Session for Personnel Matter MSRA Title 1 §405 (6)(A) at 9:59 a.m.

A. Fowler moved, W. Shorey seconded to come out of Executive Session at 10:12 a.m.

No action was taken.

A. Fowler moved; W. Shorey seconded to adjourn meeting. Unanimous.

Respectfully submitted by  Office Assistant
Susan Prisco