

**WALDO COUNTY COMMISSIONERS COURT SESSION
(SPECIAL SESSION)
AUGUST 31, 2009**

PRESENT: Commissioners Donald P. Berry, Sr. (Chairman), Amy R. Fowler and William D. Shorey. Also present was County Clerk Barbara Arseneau.

Commissioner Berry opened the court session at 9:00 a.m.

EXECUTIVE SESSION:

****D. Berry moved, A. Fowler seconded entering into Executive Session at 9:01 pursuant to M.R.S.A. Title 36 §841(2) & Title 1 §405 (F)a.m.. Unanimous.**

****A. F. moved, W. Shorey seconded to come out of Executive Session at 9:53 a.m. Unanimous.**

****W. Shorey moved, A. F. seconded to terminate the hearing, review all information separately and produce a written response within 30 days. Discussion: D. Berry agreed. Passed unanimously.**

APPROVAL OF MINUTES:

****A. Fowler moved, W. Shorey seconded to approve the minutes from the June 25, 2009 Waldo County Commissioners Court Session. Unanimous.**

CORRESPONDENCE:

Presenting correspondence was County Clerk Barbara Arseneau with Deputy County Clerk Veronica Stover taking the minutes for this portion of the court session.

1. A letter has been received from the State of Maine Treasurer's Office listing the Total Value of All Taxable Property as of 4/1/2008 as \$1,773,520.00 and the Total Value of County Unorganized Territory (UT) Without New Value in the amount of \$1,781,740.00. The Property Growth Factor was \$0.00. B. Arseneau explained to the Commissioners that the Unorganized Territory in Waldo County is comprised solely of two islands: Little Bermuda and Lasell. The Commissioners asked B. Arseneau where these islands were. B. Arseneau showed them Lasell on the Maine Gazetteer but noted that Lasell was not on that map and she had not been able to determine where it is located. The Commissioners instructed her to request the coordinates of these islands from the State of Maine.
2. Waldo Community Action Partners has requested a signature from the Commissioners certifying that the County did, indeed, fund WCAP in the amount of \$3,500.00 for 2009. Commissioner Berry signed this certification.
3. Marriners has finished paving the District Courthouse parking lot. B. Arseneau asked the Commissioners which reserve account this work was to be paid from. In addition to the original quote, B. Arseneau was told that the striping of the parking spaces cost an additional \$100.00. The total came to \$3,125.00.

****A. Fowler moved, W. Shorey seconded to pay the invoice for Marriners in the amount of \$3,125.00 from the Courthouse Reserve. Unanimous.**

4. B. Arseneau read an Email from Chrissy Doyle of U.S. Cellular notifying the Commissioners of an opportunity to allow Waldo County employees access to a discount on their personal U.S. Cellular service. B. Arseneau asked if the Commissioners wished to authorize this program. The Commissioners authorized B. Arseneau to look into setting this up, as long as there was no cost or obligation to the County. Once the information is gathered and if the Commissioners decided to approve this, notification would be sent out to the employees.
6. Karen J Adams resigned her position as part-time cook at the Waldo County Correctional Center effective June 15, 2009.
****A. Fowler moved, D. Berry seconded to accept with regret the resignation of Corrections Center part-time cook Karen J. Adams effective June 15, 2009. Unanimous.**
7. Frank Grillo has been rehired effective August 16, 2009 as Corrections Officer from the lay-off occurring at the end of June and is returning to the Waldo County Correctional Center, keeping his original date of hire as December 5, 2004. He will continue at the two-year level of \$15.54 per hour.
****A. Fowler moved, W. Shorey seconded approving the rehiring of Frank Grillo as Corrections Officer, retaining his original date of hire at December 5, 2004 and earning \$15.54 per hour, effective August 16, 2009. Unanimous.**
8. Corrections Officer Joshua Bowles has been promoted to the position of Transport Supervisor at the Waldo County Correctional Center effective August 30, 2009 with a pay increase from \$15.54 to \$16.87 per hour.
****A. Fowler moved, D. Berry seconded approving the promotion of Corrections Officer Joshua Bowles as Transport Supervisor with a pay increase from \$15.54 to \$16.87 per hour, effective August 30, 2009. Unanimous.**
9. Corrections Officer Carlene Thornton reached the five-year pay step with a pay increase from \$15.54 to \$16.12 per hour, effective August 22, 2009. This was noted by the Commissioners.
10. A letter was sent to the Commissioners by Detective Jason Bosco notifying them that the Waldo County Deputy Sheriff's Association has elected new officers as follows:
- Benjamin Seekins – President
 - Daniel Thompson – Vice President
 - Dale Brown – Treasurer
 - Jason Bosco – Secretary
11. On August 21, 2009 the Commissioners received the fully executed Amended Plan Agreement between the Maine Public Employees Retirement System and Waldo County, reflecting the change to the County's plan (implementation of Special Plan 2C for eligible members of the Waldo County Deputies Association) effective July 1, 2009.
12. Becky Morgan of the Maine County Commissioners Association recently informed B. Arseneau that she had learned that MCCA was not supposed to provide the meals for volunteers at the Annual Convention. Since Waldo was not expecting this expense, with authorization from Executive Director Robert Howe, MCCA offered to pay half of the total if Waldo County would

pay the remaining half. The Commissioners agreed to pay for half of the meals for Waldo County volunteers.

13. H1N1 Swine Flu Report: Melvin Hall, Associate Director of the Performance Institute Corporate Headquarters sent an email message stating that the Presidential Advisory Panel reported Monday, August 24, 2009 that the H1N1 virus, commonly known as the Swine Flu, could infect between 30 and 50% of the American population and could lead to 90,000 deaths this fall and winter. The Performance institute has teamed with the Pandemic Prevention Council to host a Pandemic Prevention Summit in October so organizations can learn to create an organizational continuity plan, ensure continuation of services during an outbreak, and develop an emergency communications plan. D. Berry stated that he had heard the group most likely to become infected is those ranging from 5-23 years of age.
14. Maine Municipal Association is holding a convention at the Augusta Civic Center October 7 and 8, 2009. B. Arseneau asked if any of the Commissioners wished to attend and was told that none would be able to.
15. Rick Kersbergen of the University of Maine Cooperative Extension Office thanked the Commissioners and staff for their kind words regarding the recent passing of his father.
16. Neale A. Duffett of the State of Maine Board of Corrections sent notification to the County Commissioners that the Board of Corrections has set the growth limit of -32.3% for the Waldo County Correctional Services budget. The County is obligated to remit \$915,146 to the Investment Fund. This represents the County's allocation out of the \$3.5 million general fund appropriation for FY 2010 assessed at growth limit for re-entry facility. Not been invoiced yet.
17. Administrative Costs Related to Correctional Centers: As requested by Commissioner Shorey, B. Arseneau spoke with Interim County Manager Richard Brown at York County to inquire about statements made about York County in the draft notes of the Corrections Working Group meeting of August 12, 2009. It was reported to the Corrections Working Group members that the York County Commissioners pursued billing the York County Jail for certain administrative costs. The Department of Corrections reported that they are awaiting further communication from the York County Jail on this issue. In her conversation with R. Brown, she had learned that costs related to payroll, accounts payable, IT services and Human Resources came to about \$150,000.00. The York Sheriff was not willing to sign off on this bill. R. Brown said that the Correctional Facility was told to obtain quotes for those services as the County would no longer provide them in 2010. The quotes had come in higher than expected and now there may be some further discussion between parties. R. Brown stated that the only way this matter would really be resolved properly is for counties to sit down together and resolve it as a unit.
18. The Commissioners Office has received an invitation to a retirement party for District Court Dedimus Justice Irene Blood later that afternoon from 4:00 p.m. to 7:00 p.m.

PAYROLL SYSTEM UPGRADE:

Human Resources/ Payroll Director Michelle Wadsworth met with the County Commissioners to discuss "Presenting Paychex," which is a new system the County could obtain that would allow the payroll presentation sheets to be processed electronically, minimizing errors, allowing for correction

of any errors electronically by the County and also allowing the County to run various reports as needed without having to request them from the payroll company at an additional charge. M. Wadsworth explained how payroll has worked up to this point, and that since it is handled several times before going to the payroll company, there was a larger margin of error. This program eliminates faxing and rekeying by the payroll company. A gentleman from Advantage Payroll performed a demonstration on the HR software and both Communications Director Owen Smith and Sheriff's Administrative Secretary Brenda Dakin were invited to attend. M. Wadsworth reported that they "loved it and cannot wait to get it going." O. Smith had even offered to pay for it from his budget if the Commissioners did not have funds to do so. There is an initial fee to set up and then a monthly user fee. M. Wadsworth asked if it would be possible to initiate this expenditure during 2009, as the Professional Services line had been expended less than expected and funds were available. The County Commissioners agreed to implement this new system and stipulated that funding would come from the Commissioners Professional Services line.

****A. Fowler moved, W. Shorey seconded signing the agreement with Advantage Payroll to implement the "Presenting Paychex" system for Waldo County's payroll. Unanimous.**

COMMISSIONERS BUSINESS:

****W. Shorey moved, A. Fowler seconded to start the process of selling the 100-acre County property.** Discussion: D. Berry thought it would be best to table until a regular public meeting so the public would be able to be present for this discussion. **Unanimous.**

****D. Berry moved, A. Fowler seconded to table discussion on this matter until the October 13, 2009 regular County Commissioners session. Unanimous.**

BUDGET REVIEW:

The Commissioners asked for the following changes in the budget presentation formatting: No gray color under 2008 salaries, change "County Request" to "Commissioners Request," remove the word "Fiscal" and change the 2009 column to "Total Appropriated."

Commissioner Berry said that he had received the Treasurer's recommended pay scale for the Deputy Treasurer putting the salary at \$37,584.28 for year seven on the scale.

FUTURE COURT SESSIONS:

The next County Commissioners Court Session is scheduled on September 1, 2009 to accept tallies of 2010 Budget Committee Ballots and review all 2010 departmental budget requests.

During the October 13, 2009 session, Goodwill Industries will be invited in to speak. WCAP, the Belfast City Manager and certain members of Healthy Waldo County would be invited. B. Arseneau was asked to check on the availability of the Probate Courtroom for that court session.

D. Berry commented on the state-of-the-art conference room at the Hutchinson Center that can be used by the public. He suggested that the Commissioners attend an open house that is occurring soon to see for themselves.

****A. Fowler moved, W. Shorey seconded adjourning the court session at 11:31 a.m. Unanimous.**

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