

**WALDO COUNTY COMMISSIONERS COURT SESSION
APRIL 6, 2023**

PRESENT: Commissioners William D. Shorey (Chairman), Amy R. Fowler and Betty I. Johnson (via Zoom) Also present was Susan Prisco to take minutes.

Call to Order: Commissioner Shorey called the court session to order at 9:00 a.m. and led the Pledge Allegiance to the Flag.

FINANCIAL REPORT

Finance Director Matthew Varney reported the following:

The County General Fund balance is:	\$ 430,980.85
The MCRRC General Fund balance is:	\$ 151,111.18
TAN (Tax Anticipation Note) Line of Credit:	\$ 1,341,035.00
Waldo County Health:	\$ 836,409.00

County Bills = \$194,245.16 of which \$98,559.87 has been pre-paid; County checks to mail \$95,685.29

Jail Bills = \$212,488.18 of which \$175,703.11 has been pre-paid; Jail checks to mail \$36,785.07

(the total budget)
22% has been expended

As of 4/3/23, interest earned is \$35,207.48.

Discussion with the issue of county credit cards. Suggestion made that 1 card be issued per department with \$2,000. Credit limit; two larger limit cards for Matt Curtis and Matt Varney.

B. Johnson moved, A. Fowler seconded to accept the financial report; Unanimous.

Commissioner Fowler stated that Matthew Varney is now on the accounts at First National Bank and Bangor Savings bank and can process fully on the credit cards at First National Bank. Matt has met with department heads and will be working with them, future meetings with DA Staff, Reg. of Deeds and Probate. Facilities Manager Keith Nealley has been very helpful i.e. CMP bills. Matt has great ideas on large bills such as Wex and credit cards (i.e. to send to the County Commissioners Office). There has been great teamwork by everyone.

Commissioner William Shorey stated the undesignated fund is very low and he is very disappointed. It needs to be built up again and hopes records would show funds somewhere in the system. The former Finance Director expended the surplus. The Commissioner inquired as to the TAN limit. Matt Varney stated 1.3 million is out and 4.4 million is available. The TAN hopefully will balance out.

A. Fowler moved, B. Johnson seconded to approve paying bills; Unanimous.

FACILITIES REPORT

Facilities Manager Keith Nealley gave the key to Commissioner Shorey for the County garden and storage. A lock down price for propane has been obtained @ \$1.78 per gallon and Keith asked

permission to lock down that price for propane. Commissioner Shorey invited Keith to attend a 9:00 am meeting on 4/11/23 regarding the spraying of the garden.

B. Johnson moved, A. Fowler seconded to approve locking down the propane price; Unanimous.

HUMAN RESOURCES REPORT

HR Director Annette McLaggan rereported:

New Hires:

Logan Hanscom (full time dispatch) \$19.08 hr. Eligible for sign on bonus of \$1,000.00

Arryn Garey (full time dispatch) \$19.08 hr. Eligible for sign on bonus of \$1,000.00

Margaret Williams (part time Registry of Deeds) \$21.39 hr. 25 hours (35 hours summer)

Matthew Varney (Finance Director) \$58,000.00 yr. salary

Patrol Deputy Jonathan Curran has resigned; effective 3/31/23

Corporal Jeffrey Rice has resigned; effective 4/12/23 Sheriff's Office

Noah Davis, Dispatch has reached t1 yr. anniversary and has new step raise of \$21.80 hr.

A. Fowler moved, B. Johnson seconded to hire Matt Varney. Unanimous.

A. Fowler moved, B. Johnson seconded Noah Davis step raise. Unanimous.

A. Fowler moved, B. Johnson seconded to approve the new hires. Unanimous.

Warrant for payroll 3/30/23 County General Fund	\$ 163,758.29
Warrant for MCRRC Payroll (Jail) 3/30/23	\$ 50,059.14
Total payroll paid out for 3/30/23	\$ 213,817.43

A. Fowler moved, B. Johnson seconded to accept the payroll as presented. Unanimous.

HR Director Annette McLaggan requested an executive session. A. Fowler will call Annette back for executive session.

INFORMATION TECHNOLOGY REPORT

IT Director J-sun Bailey reported that the Sheriff's Office and Comm Center phones were down and not working this morning; 911 was still working. IT Tech Ray Monreal got the phones going. The System is showing signs of overheating, etc. The lines are old from the mid-90's. He is looking at replacing it and will get spare parts in the meantime (some used). Commissioner Shorey asked if we can get through the year. J-sun Bailey stated we will do our best with the spare parts. Estimated system cost would be @ \$100,000; recorder \$70,000.00 (911 system). J-sun Bailey will buy spare parts to have on hand as backup. He has set up a computer for the new Registry of Deeds employee. Deeds & DAs were down yesterday. The County Website has been updated; Human Resources and Probate fixing links. Working on new jail computers. Commissioner Fowler indicated that the monitors in the finance office keep shutting down. J-sun Bailey will replace the monitor. J-sun Bailey will be at the Spillman/Motorola conference next week and Ray Monreal will fill in while he is away.

CORRESPONDENCE

Susan Prisco, Office Assistant reminded the Commissioners that there is a tax abatement hearing scheduled for 4/20/23 at 10:00 a.m. Knowlton vs. Town of Liberty. She also reminded them of the Spirit of America Award Ceremony that will take place on 4/20/23 @ 11:30 a.m. Arrangements have been made with Randy Fox @ the jail to prepare a light luncheon for this event.

PUBLIC COMMENT

Elaine Higgins of Waldo BB Corp. said they are looking to get smaller grants, but more is going to take longer. They have sent out as many grants as possible with hopes that some come through under 501 (c) (3).

MISCELLANEOUS BUSINESS

Amy Fowler moves to discuss county credit cards. She has been filling in for the Finance Director. There has been great teamwork in our office. Matt Varney, newly hired as Finance Director, was employed by another department in the County. The NDS financial software is a very old system. It has been a challenge. The original goal was to ensure that bills and employees get paid. He is catching up and very glad to mail out the bills. Very complicated and more to it. Amy had been filling in for finance and handwriting checks. Amy stated this has been a top notch team effort getting things done. Many departments have been meeting with Matt Varney with checks coming in from the departments. A survey was done by Susan to check with some other counties regarding the software financial system they use.

W. Shorey moved, B. Johnson seconded to instruct every department head to collect all credit cards from their employees. Unanimous.

W. Shorey said wants the cards picked up and returned to the finance office. They were passed out without the Commissioners' approval. Amy Fowler indicated that there are 17 credit cards active.

W. Shorey spoke regarding the weeds in County Garden. There are no vegetables sold but Randy Doak sprays two times a year for \$250. A training session is scheduled for Tuesday, 4/11/23 @ 9:00 a.m. with Northeast Agricultural regarding the spraying. Commissioner Shorey, Keith Nealley, Dale Cross, Susan Prisco (to take notes) will meet with their representative on ways to improve the garden. W. Shorey stated that rototillers and tractors will be used in the garden to reduce the garden size and widen rows. Plastic will be used on the weeds. Planting will not take place until the 4th week of May.

SHERIFF'S REPORT

Sheriff Jason Trundy and Chief Deputy Matthew Curtis provided updates. Amy Fowler thanked J. Trundy for his patience with the finance office and suggested their department try to sit down with Matt Varney. Matt Curtis will come in with Secretary Michelle Hooper to go over Dept. 1075 and 1050. The Sheriff also offered to assist Finance Director Varney with obtaining grants.

Chief Deputy Matt Curtis spoke and is working with Civil Service regarding job descriptions and fee schedules for services. He is presenting a new fee schedule today and will discuss it further at the next Commissioners Meeting. There have been no increases since 1987 and the fees are being brought up to date. His department is working on accepting credit cards and wants to issue refunds as well with the credit cards. Any money made goes into the Detail fund they deposit money in; and money is paid out. The new fees will take effect soon. Matt Curtis requested to be placed on the agenda for Commissioner's 4/20/23 meeting.

There is a promotional campaign to recruit more police officers. There are more police jobs than officers. Their department is down three deputy patrol officers. One man is going to pre-serve status. He is part-time at the academy and performs as a part-time officer. He will then go to the academy for 18 weeks for a full-time officer. Discussion followed how Cumberland County is shorthanded and working double shifts.

Sheriff Trundy spoke and has just sent someone to the Academy whom he is hoping to hire in the future. They have high pre-trial populations: inmates are 32 pre-trial and 11 sentenced individuals; 28 @ Two Bridges (average of 4 females), 14 @ Knox. Most of those sentenced are in the re-entry center (32 beds); 13 as of today (with an average of 4 from Knox).

Commissioner Shorey indicated that he would like more people in our re-entry center. Further discussion with Sheriff Trundy regarding the procedure for evaluation before sentencing to get individuals ready for re-entry center. Amy Fowler inquired if we could get more people from Two Bridges to our re-entry center. Sheriff addressed the pre-trial situation as some people have been incarcerated for a 200-500 days is a long period of time. They are trying to find better way of dealing with this situation. There are still only two ADA's and there is a case backlog. It is creating a capacity issue. Not all pre-trial people are med/max risk. They are making a secure unit putting min risk people there on pre-trial status. There was much discussion regarding the collaborative effort with other counties i.e. Knox with other facilities to build a better system to house inmates. Some counties have overcrowding and are short-staffed. Commissioner Fowler indicated county officers need to take action with the state to reform the courts and ask appropriations for county corrections. The Sheriff will bring in anyone that qualifies with re-entry. Effective 7/1/23, \$206,000 will be paid to Two Bridges every quarter to house Waldo's inmates. Commissioner Fowler asked if the numbers are down can funds be recovered? The County is paying for 40 beds; perhaps bring the inmates to Waldo and save money. If beds are used outside the district; counties have to agree to let other counties fill beds.

Commissioner Shorey is happy with the \$825,000.00 for 40 prisoners. The Sheriff hopes the amount will stay the same or go down. Hospital bills are paid by the county where the inmate came from.

Sheriff Trundy indicated there is a collaboration with other counties to build a better system to house inmates. Some counties are experiencing overcrowding and are short staffed. The Sheriff has been in touch with other counties to address pre-trial (i.e. day reporting) as collaborative efforts. The pre-trial numbers are high and falling on property tax payers. Re-entry needs to be minimum security. Three day rooms will be modified to handle and house pre-trial inmates. It is State vs. County. Legislators need to hear these issues and additional funding is needed. Commissioner Fowler stated that there are not enough judges and suggested that criminal cases be moved to Probate which only sits one day a week.

EXECUTIVE SESSION

A. Fowler moved, W. Shorey seconded to go into Executive Session at 10:43 a.m. as permitted by MRSA Title 1 § 405 (6)(G). Unanimous.

A. Fowler moved, W. Shorey seconded; to come out of executive session at 11:40 a.m. Unanimous.

A. Fowler moved, W. Shorey seconded to offer the Facilities Manager position to Facilities Tech Christopher Bryant effective 5/1/23. Unanimous.

Annette McLaggan stated there will be training sessions for C. Bryant. His position is FLSA exempt at \$50,000.00 per year to start. After his probationary period there will be an offer to boost the salary to \$52,000.00. Keith Nealley will come in to train Chris one day a week for the month of May.

A. Fowler moved, W. Shorey seconded to adjourn the meeting at 11:45 a.m. Unanimous.

Respectfully submitted by Susan Prisco, Office Assistant.