

**WALDO COUNTY COMMISSIONERS COURT SESSION
APRIL 20, 2023**

PRESENT: Commissioners William D. Shorey (Chairman), Amy R. Fowler, and Betty I. Johnson. County Clerk Barbara Arseneau took the minutes. (Teleconferencing was not available due to technical issues.)

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

FINANCE REPORT

Finance Director Matthew Varney reported the following:

The County checkbook General Fund balance is \$433,700.35, and the Jail/MCRRC checkbook General Fund balance is \$25,494.44.

TAX ANTICIPATION NOTE:

The total 2023 Tax Anticipation Note is \$560,000.00. Total borrowed from the County and Jail/MCRRC is \$1,695,035.00.

1. M. Varney proposed that the Commissioners appoint and direct someone as an authorized County representative for the Bank of America credit cards, and that there should be more than one person authorized to do so as this will make it easier to handle these accounts going forward.
****B. Johnson moved, A. Fowler seconded to appoint and direct more than one person to be authorized on the Bank of America credit card account. The future Finance Director would be authorized along with one other person such as a County Commissioner, which in this case is Commissioner Amy R. Fowler. Unanimous.**

2. After brief discussion about the WEX vehicle fuel invoices, the Commissioners voted as follows:
****B. Johnson moved, A. Fowler seconded for the WEX vehicle fuel bills that are currently sent to the Sheriff's Office be re-routed to the County Finance Office. Unanimous.**

****B. Johnson moved, A. Fowler seconded to file the Finance Report. Unanimous.**

WARRANTS

****B. Johnson moved, A. Fowler seconded to authorize payment of the April 13, 2023 General Fund Accounts Payable and Reserve warrant in the amount of \$42,063.55. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the April 13, 2023 MCRRC (Corrections) Accounts Payable and Reserve warrant and in the amount of \$25,494.44. Unanimous.**

HUMAN RESOURCES REPORT

Human Resources Director Annette McLaggan reported the following:

1. The April 13, 2023 County Payroll was presented in the amount of \$178,083.08.

****B. Johnson moved, A. Fowler seconded to approve payment of the April 13, 2023 County Payroll in the amount of \$178,038.08. Unanimous.**

2. The April 13, 2023 Jail/MCRRC Payroll was presented in the amount of \$49,053.27.

****B. Johnson moved, A. Fowler seconded to approve payment of the April 13, 2023 Jail/MCRRC payroll in the amount of \$49,053.27. Unanimous.**

3. Matthew Varney has decided to resign as Finance Director and return to the Waldo County Communications Center as Dispatcher. A. McLaggan has already posted the vacancy and has started the recruiting process.

****A. Fowler moved, B. Johnson seconded to accept the resignation of Matthew Varney as Finance Director and accept his return to a full-time Dispatcher position at the Waldo County Communications Center. Unanimous.** His last day as Finance Director will be April 28, 2023. He has continued part time in the Communications Center and will be hired back full-time.

4. Facilities Technician Dartagnan Gray has successfully completed the 6-month probationary period of full-time employment on May 2, 2023 with a pay increase from \$19.06 to \$19.82 per hour. This was noted by the Commissioners.

5. A. McLaggan attended the opening of the Belfast Soup Kitchen's "Kindness Community Market" ribbon cutting last night, April 19, 2023. Commissioner Amy Fowler was the presenter, and in attendance were several Waldo County department heads and employees.

6. Register of Probate Sharon Peavey submitted a letter stating that Deputy Register Judith Nealley completed 20 years of employment on April 21, 2023 with a pay increase to \$26.25 per hour and a vacation accrual increase to 17.5 hours per month. This was noted by the County Commissioners.

INFORMATION TECHNOLOGY REPORT:

IT Director J-sun Bailey was on vacation, so the Commissioners invited IT Technician Raymond Monreal to provide a brief report.

1. R. Monreal reported that he has been taking care of day-to-day technology needs and has been in touch with J. Bailey a few times for urgent matters.

2. Some cabling issues are being resolved with Consolidated Communications.

3. The goal is for some additional training and instruction so that technology work will continue to be done when either the IT Director or IT Technician are out of the office.

FACILITIES REPORT:

Facilities Manager Keith Nealley provided his final report to the County Commissioners, as he is retiring full-time at the end of the day on April 28, 2023. Also present was Christopher Bryant, who has been selected as the new Facilities Manager. K. Nealley will continue to work on Mondays for a month to help with the transition. C. Bryant said that K. Nealley has been showing him many things,

particularly the administration aspects. C. Bryant thanked the Commissioners and department heads for being very supportive.

1. K. Nealley has been going through all the buildings, discussing maintenance history and possible upcoming work with C. Bryant. The expectation is it will take some time and experience to become familiar with this job function and K. Nealley noted that it took department heads some time before they felt comfortable and asked for help when he himself was first hired.
2. Electricity costs have been problematic as they are now more than double what they used to be. The Commissioners noted that the budget will need to be increased accordingly next year.
3. There was brief discussion about solar energy and the difficulties some organizations are having with getting on the grid.
4. K. Nealley and C. Bryant toured the new EMA building in Swanville and found it compact, well laid out, and should be easy to clean. They also toured the Extension Office, and most of the carpet removal and floor replacement are finished. The replacement door and gutter system should be done soon, and K. Nealley will provide a final quote for the Commissioners soon.
5. W. Shorey asked that consideration be given to installing a cement base to serve as a container around the diesel tank at the County Garden. K. Nealley said he and C. Bryant will research that before his last day.
6. There was brief discussion of the Old Superior Courthouse becoming vacant soon when Deeds and the District Attorney's Office move.

PUBLIC COMMENT

None.

POLICY AND FEE DISCUSSION – CHIEF DEPUTY

Chief Deputy Matthew Curtis was present.

1. He asked if the fee schedule he submitted during the April 6, 2023 court session was acceptable, as he believed setting those new fees would generate a little more revenue for the County. ****A. Fowler moved, B. Johnson seconded to update the civil service rates as recommended and submitted April 6, 2023. Unanimous.**
2. Selling Old Vehicles: Due to scarce purchasing options in recent years, several vehicles have been retained longer than normal. He requested authorization to sell these to local dealerships as they are no longer usable by the County, and it is unlikely that they can be traded in for purchasing new vehicles. The Commissioners asked if private sales might generate more revenue, and he said he did not believe so but could put out an ad for a sealed bid. He recommended selling to dealerships because it is more of a "clean" sale and easier than private sales. If the quotes were terribly low, he would revisit the possibility of private sales. The Commissioners agreed.

CORRESPONDENCE

County Clerk Barbara Arseneau reported correspondence as follows:

1. The State of Maine Claims Commission Hearing scheduled at the Waldo County Commissioners Courtroom on May 3, 2023 has been settled, so it is no longer needed.

2. The Maine County Commissioners Association is holding the annual County Convention at the Poland Springs Resort in Androscoggin County on September 12-14, 2023 and have requested that previous and new members of the planning committee meet to start planning. B. Arseneau said she has served on the Committee for a number of years and asked if the Commissioners wished for her to continue. After brief discussion of the reduced staffing situation in the Commissioners/Finance Offices and whether or not Waldo employees should serve on the committee unless it is being hosted in Waldo or a neighboring county, the Commissioners voted as follows:

****A. Fowler moved, B. Johnson seconded that at least for 2023, B. Arseneau will not serve on the MCCA Convention Planning Committee. Unanimous.**

MISCELLANEOUS BUSINESS

None.

EXECUTIVE SESSION

****A. Fowler moved, B. Johnson seconded to go into executive session at 10:05 a.m. for discussion of duties as permitted by M.R.S.A. Title 1 §405(6)(A). Unanimous.**

****A. Fowler moved, B. Johnson seconded to come out of executive session at 10:23 a.m. Unanimous.** No action was taken.

The Commissioners asked B. Arseneau to research current grants so that the origins, points of contact, and funding processes could be documented.

****B. Johnson moved, A. Fowler seconded to recess at 10:30 a.m. Unanimous.**

****The Commissioners resumed the court session at 11:30 a.m. Unanimous.**

SPIRIT OF AMERICA FOUNDATION TRIBUTE AWARD CEREMONY

The County Commissioners awarded certificates of appreciation to the following volunteers:

Lee Cronin, Lincolnville

Susan Dupler, Belfast

Northport Broadband Internet Committee, Northport

Patrick Scribner, Morrill

Kristina Braga, Kate Perkins, and Troop 2908, Stockton Springs

Steven Imondi, Frankfort

John Moran, Searsport,

Ellen Van Vranken, Winterport

The Ecology/Learning Center, Unity

Sharon Nichols, Palermo

Brian Piper, Troy

Raymond Quimby, Brooks

Michael Sirota, Searsmont

Timelines Community, Inc (The Farwell Project), Thorndike

Jim Waterman, Freedom

****B. Johnson moved, A. Fowler seconded to adjourn at 12:00 p.m. Unanimous.**

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