

**WALDO COUNTY COMMISSIONERS COURT SESSION
OCTOBER 19, 2023**

PRESENT: Commissioners William D. Shorey (Chairman), Amy R. Fowler, and Betty I. Johnson. Also present was County Clerk Barbara Arseneau to take minutes.

Call to Order: Commissioner Shorey called the court session to order at 9:58 a.m.

FINANCIAL REPORT:

Finance Director Kari Hunt reported the following:

The Towns of Searsport and Prospect have paid the County portion of their 2023 property taxes. She will check with them to see if the Jail portion will come later.

Knox County submitted their reimbursement for the 9-1-1 Calls service roughly in the amount of \$30,000.00 minus the \$12,000.00 that was prepaid according to the agreement, so it was about \$17,000.00 received. There is an employee that is also going to Knox County. She is catching up with the hours and sending those invoices to them. Knox pays via ACH.

The Garden account has about \$100,000.00 left in it.

The CRAS reporting for the Jail is up to date, as well as various grant reporting done including the LEADS grant and the VOCA grant.

WEX Payments: K. Hunt asked permission to pay the WEX vehicle fuel bills online as soon as the invoice is sent. WEX has been charging astronomical finance charges for payments made after the closing date. The Sheriff's secretary is submitting the invoices for payment but there is still a problem with when the payments are received by WEX. The last check sent was received by WEX only one day after closing and they still charged a \$2,000.00 finance charge. The Commissioners gave authorization for K. Hunt to pay online and asked her to research other fuel card companies.

****B. Johnson moved, A. Fowler seconded to accept and file the Financial Report. Unanimous.**

WARRANTS

****B. Johnson moved, A. Fowler seconded to authorize payment of the October 19, 2023 General Fund Accounts Payable and Reserve warrant with the October 5, 2023 payroll of \$179,054.09 and the accounts payable of \$247,123.31 for a total \$426,177.40. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the October 19, 2023 MCRRC (Corrections) Accounts Payable and Reserve warrant with the September 28, 2023 payroll of \$45,510.03 and accounts payable of \$140,296.78 for a total of \$185,906.81. Unanimous.**

Unanimous.

The budget for department 1020 is 99% expended. The rest of the departments seem to be between 65% and 75% expended. She has met with many of the department heads. Most are pleased overall with the corrections and updates.

INFORMATION TECHNOLOGY REPORT

IT Director J-sun Bailey reported the following.

Dell sent in some staff to handle recalls. Motorola is remoting in to upgrade software for the body cameras and car cameras. They'll be doing that all week to update functionality and will hopefully be finished by Friday. He is meeting with Priority Dispatch, the PROQA company, because Dispatch had some licensing issues with them and that should now be resolved. He also has a meeting with Motorola and Knox County to get the "CAD to CAD" up and running in the next couple of weeks.

RCM is upgrading the phone call recorder at the Communications Center. The Acorn system will be retained for 7 to 10 years to keep the recordings for the disposition schedule but is no longer being used for new recordings. The new recorder will work with the current phone system and the new one. Both will be recording until the new phone system is installed, and then the new recorder will take over. This was paid for with the funding received from Knox County 9-1-1 call service agreement funds. W. Shorey wondered if it is possible to try to keep expenses down as much as possible so that it will be covered under the agreed upon expenses with Knox County. J. Bailey said he will check with Finance but doesn't foresee any other major expenses on the horizon.

HUMAN RESOURCES REPORT

H.R. Director Annette McLaggan reported as follows:

Dispatch Supervisor Melissa Bisson has reached the 16-year step with an increase from \$29.69 to \$38.86 per hour. This was noted by the Commissioners. A. McLaggan and B. Arseneau requested an executive session.

EXECUTIVE SESSION

****A. Fowler moved, B. Johnson seconded to go into executive session at 9:28 a.m. for discussion of non-public information as permitted by MRSA Title 1§405(6)(F). Unanimous.**

****A. Fowler moved, B. Johnson seconded to come out of executive session at 10:00 a.m. Unanimous.**

No action taken.

CONSTRUCTION PROJECTS UPDATE

Present was EMA Director Dale Rowley.

The Commissioners asked if the room behind the Commissioners seats could be sound-proofed. D. Rowley responded that it could, but it is going to be used for storage so it might not be necessary. The only access to that room would be through the courtroom, so the Commissioners could reduce access as needed.

Deeds and District Attorney's Office Projects Update: D. Rowley reviewed the process he has been through for plans, permitting, and submissions to the City of Belfast and the Fire Marshal for both the Deeds projects and District Attorney's projects. The permit for Deeds was received yesterday. The project for the District Attorney's Office requires a formal application to go before the Intown Design Review Committee, along with a \$100.00 check. He received a message from the Fire Marshal that the engineer had not sent some of the information needed, so that was delayed by two weeks. He received word that the Intown Design Review Committee will meet with him on October 26th. He has since received the permit from the Fire Marshal for the District Attorney's project and the permit from

the City of Belfast for the Deeds project. He will probably hear back from the Intown Design Review Committee to start on the DA's project in November, and hopefully will be completed around March. He spoke with RH Lambeth and they are willing to act as the General Contractor for the D.A.'s project, which cost a little more but should get done sooner than if he served as General Contractor for this project like he did with the EMA project. The Deeds job will hopefully be done by late January to mid-February. He hopes both jobs will be done before April. He explained the work that is being done on the floor where Deeds will go as there is some high moisture content. Mechanical and electrical work will then be starting. Because the District Attorney's space is changing the outside with the removal of the garage door, the City's Intown Design Review Committee will be involved with those decisions.

Update on EMA building: Paving is planned before the end of October. Underground drainage will be put behind the storage building. Diversion of gutter runoff is being planned to prevent erosion. A few mechanical things are being done out there today.

A fuel storage building will be put out back of the storage building. There was brief discussion about the Sheriff possibly using the EMA building November 6th between 10:00 and 12:00 for a regional meeting with twelve people. D. Rowley will check the calendar.

FACILITIES REPORT

Facilities Manager Christopher Bryant reported the following:

He has spoken with the County Clerk and will be coordinating to move the records from the Superior Courthouse Archive to the Old Jail Archive soon. C. Bryant plans on possible help from the Re-Entry Center with that project.

He is also planning on assistance from Re-entry residents in painting the offices for the Office Assistant, Finance Director, and Human Resources Director. The Farm project is done and there will be more help readily available.

He is working along with EMA Director Dale Rowley to see about remodeling and getting a mechanical building onto the property. C. Bryant will check to see who they have used for this building before and try to contact them.

He presented the Commissioners with estimates on the following:

Estimate from Breath Easy Duct Cleaning for airduct cleaning for the Jail at \$8,500.00. It needs to be done this year as it is dirty in there. There is money in this year's budget for building structural and to get this work done.

****A.Fowler moved, B. Johnson seconded to contact and hire Breath Easy Duct Cleaning LLC to clean the airducts at the Jail in the amount of \$8,500.00. Unanimous.**

Another estimate was received for gutter replacement on the Communications Center at \$2,960.00 from Horch Roofing. The company cannot do the job until next spring as they are so backed up with work. They require 20% up front. Discussion was made to contact this company and set up an appointment to have the work done next spring.

****B. Johnson moved, A. Fowler seconded to schedule an appointment and hire Horch Roofing to put gutters on the Communications Center in the amount of \$2,960.00 as soon as a date can be set. Unanimous.**

The Commissioners discussed the Cooperative Extension Building and the expenses involved to maintain it. Chris Bryant said he goes there about once a week to check on it. A window has recently been replaced at the facility. Bryant's assistant, Dart, also goes out there once a week.

EXECUTIVE SESSION

****A. Fowler moved, B. Johnson seconded to go into executive session at 10:31 a.m. for discussion of non-public information as permitted by MRSA Title 1§405(6)(F). Unanimous.**

****A. Fowler moved, B. Johnson seconded to come out of executive session at 11:00 a.m. Unanimous.**

****A. Fowler moved, B. Johnson seconded to direct the Human Resources Director and Facilities Manager to craft and post a Facilities Technician position. Unanimous.**

CORRESPONDENCE

County Clerk Barbara Arseneau reported the following:

City Manager Erin Herbig telephoned to let the Commissioners know that she will be out next week and won't be available to meet with them until after October 31st.

APPROVAL OF MINUTES

The Commissioners received draft minutes from the October 10, 2023 special court session.

****A. Fowler moved, B. Johnson seconded to approve the minutes from the October 10, 2023 Special Commissioners Court Session. Unanimous.**

PUBLIC COMMENT

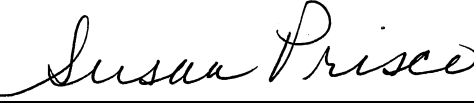
None.

CONGRESSIONAL DELEGATION GRANT UPDATE

Present was Communications Director Michael Larrivee, who reported the following:

The money is all in the treasury bank account. He can submit a quote and they then deposit funds into the County bank account for the amount of the quote. Once the funds are in the appropriate County account, he will then order the new consoles first, not before, and then other items planned for the Communications Center. Monitors have been upgraded. Computers need to be upgraded as they were purchased several years ago. He understands from IT Director J-sun Bailey that they are on a list to get them replaced.

****B. Johnson moved, A. Fowler seconded to adjourn at 11:08 a.m. Unanimous.**

Respectfully submitted by  Office Assistant
Susan Prisco

For more details, please view the video.