

WALDO COUNTY COMMISSIONERS COURT SESSION
December 21, 2023

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

Call to Order: Commissioner Shorey called the court session to order at 8:59 a.m.

FINANCIAL REPORT:

Finance Director Kari Hunt presented the finance report:

Register of Deeds Stacy Grant could not be present, and she asked K. Hunt to present the Deeds end of the year report. K. Hunt has reviewed S. Grant's report; and they agree. Stacy Grant provided three copies of her report for the Commissioners to sign. The totals for the Deeds 2023 Year End Report are:

2023 End of Year Fees:	\$ 242,514.31	
Surcharges:	\$ 18,570.00	
Interest:	\$ 112.82	
Transfer Tax:	\$ 121,432.26	Grand Total: \$ 382,629.39

A.Fowler moved, B.Johnson seconded that the Register of Deeds report be accepted. Unanimous.

Register of Probate Sharon Peavey presented her end of the year report for Probate Court. The fees collected by Probate Court from December 2022 through November 2023 were as follows:

2023 Fees:	\$ 147,933.17	
Restitution:	\$ 4,807.06	
Surcharge:	\$ 2,458.25	Grand Total: \$ 155,198.48

Probate Court has processed about 300 more passports this year.

K. Hunt has been working with Dan to finalize the documents for the TAN. Paperwork will be presented at the next Commissioners meeting to sign. All the Camden National Banks are now closed. USB has been closed and the funds were transferred to the Waldo County Health Account; approximately \$157,000.00. First National Bank has switched the accounts to an ICS which is an insured cash sweep.

The County has received the second quarter of State Jail funds in the amount of \$207,337.25. The state will send the County the funds in quarterly payments. It is the first year that they are paying in quarterly installments, roughly \$207,000 each. The County must be current with CRAS reporting or the State will not release the quarterly payment. K. Hunt is current with CRAS reporting so the County received the payment in a timely fashion.

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

W. Shorey inquired if the CCA money is included in the \$207,000 state jail funds. A. Fowler stated 30% of CCA funds needs to be spent on jail programs. The County Garden is considered a jail program. K. Hunt will continue to take 30% of the CCA funds and put them into Garden account. A. Fowler asked if there will be any more warrants. K.Hunt stated that the department heads have requested one more warrant which will be presented at the first or second Commissioners Meeting. There are no more payrolls after today for 2023.

County Accounts Payable is:	\$147,571.60	
County Payroll is:	\$171,958.51	Grand Total of: \$319,530.11

WARRANTS:

****B. Johnson moved, A. Fowler seconded to authorize payment of the December 21, 2023 General Fund Accounts Payable warrant including the December 21, 2023 payroll in the amount of \$ 319,530.11. Unanimous.**

Jail Accounts Payable is:	\$ 103,092.79	
Jail Payroll is:	\$ 44,435.57	Grand Total: \$ 147,528.36

****B. Johnson moved, A. Fowler seconded to authorize payment of the December 21, 2023 Reentry Accounts Payable warrant including December 21, 2023 payroll in the amount of \$ 147,538.36. Unanimous.**

HUMAN RESOURCE:

Human Resource Director Annette McLaggan reported the following:

Malcolm Ulmer has sent an email with a directive that rates will increase 12% and has submitted the new 2024 monthly premiums per type of plan. A. McLaggan's request for a vote is that the Commissioners accept the monthly premiums for 2024. She will have more information to discuss regarding the insurance in the upcoming executive session.

A.Fowler moved, B. Johnson seconded to accept the monthly premiums for 2024. Unanimous.

Randy Fox has been selected as the new detention manager for the Re-Entry Program. They have offered him \$32.62 an hour; his position is going from hourly to salary, \$67,843.19. Effective date is 12/17/23. His first paycheck at this rate would be on 1/4/24. Annette has a copy of his resume.

A.Fowler moved, B. Johnson seconded to accept Randy Fox in his new position as Detention Manager. Unanimous.

The pay scales have been updated at 4%, which will be discussed further in later executive session. Commissioner Johnson requested a copy of the rates. The Commissioners will be given a copy of the rates. A. McLaggan requested Commissioners to sign the pay scales after discussion at the executive session.

MISCELLANEOUS BUSINESS:

Commissioner Fowler discussed how IT Manager J-sun Bailey had submitted and explained the paperwork for backup and storage of technology from the Sheriff's Office and Communications Center. The bill is not for the total \$12,701.00 as listed. There are plans for a one-year, two-year or three-year contract. A. Fowler feels that they should go with the three-year plan which is the least expensive at \$5,724.00 for the vendor Blue Mantis. There had been prior discussion that some of the funding will be from the purchase of the Superior Court building.

A. Fowler moved, B. Johnson seconded that IT Manager Bailey sign the contract for the three-year contract with Blue Mantis at \$5,724.00

FACILITIES

Facilities Manager Chris Bryant reported that the shelving was delivered to the archive building yesterday. When he was there with B. Arseneau they noticed a slight water leak inside the building due to storm. B. Arseneau took some pictures. The roof is in bad shape with shingles missing from the winds. A. Fowler inquired what the cost to fix the roof would be. He has not received any quotes yet. A. Fowler suggested in the meantime a patch product from hardware store could be a temporary fix. The roof could be 20 years old. Amy Fowler advised Chris to get a quote for a new roof, both metal and shingles. There was no flooding in any of the buildings and no leaks at the jail. The generators worked great and have all been checked on.

Training went well with the Osha standard training. The interview for assistant to facilities yesterday went well.

There have been a couple of expenses at the Jail for over \$1,000.00; no heat at the jail. One was for \$1,400 and one was for \$1,800.00. Work has been done and bills are coded to be paid. Finance Director Hunt stated that the bills are included in today's warrant for payment.

CORRESPONDENCE:

Office Assistant Susan Prisco notified the Commissioners that July 4, 2024 is a Thursday. After discussion, it was agreed that the first Commissioners Court Session for July will be scheduled for Wednesday, July 3, 2024.

County Clerk Barbara Arseneau reported that the shingles at the jail have been coming off for some time. She suggested buying tarps to keep the records dry. When the heat pump is fixed (broken blade), the conditions will be better. The heat pump may still be under warranty. At the jail, Bobby Walker is organizing the shelves to be ready for records storage. He will have assistance from residents of the re-entry center in assembling the shelving. Cost of the shelves was approximately \$4,000.00, including delivery.

Lauren Haven from MCCA would like to know who the Boards of Directors will be for the risk pool and the Maine County Commissioners. Commissioner Fowler asked Commissioner Johnson if she would stay on MCCA. A. Fowler will stay on the risk pool but asked B. Johnson if she would attend some meetings.

A.Fowler moved, B Johnson seconded that Commissioner Johnson remain on MCCA and Commissioner Fowler stay on the risk pool. Unanimous.

SHERIFF'S OFFICE

Chief Deputy Matt Curtis reports he is there on behalf of departments heads to talk about safety suggestions. The recommendation is that the award be presented to IT Manager J-sun Bailey for his suggestion that the parking lot lights be upgraded at the complex for safety's sake. They have had some issues with the lights. With the District Attorney's office moving to the complex and this time of year, J-sun's suggestion was appreciated. Other suggestions submitted were for an AED Class to train the different departments that have a device but never received training. This will be done through the EMA. The Sheriff's Department employees and the Jail employees already have annual and semi-annual training. Another suggestion was to install a One-Way sign on Spring Street coming out of the Commissioners building parking lot. That was done by the City of Belfast. The last suggestion was for upgraded fencing to the wreck area at the re-entry center. There was some concern about the DA's Office being located near the re-entry center. A. Fowler asked about the AED training already in place at the Sheriff's Office. M. Curtis said the AED is mandatory for the Sheriff's Office and each patrol unit has an AED in the cruisers, thanks to a grant. It is duly noted by A. Fowler that J-sun Bailey will get the safety award, recommended by the Sheriff's Department.

EXECUTIVE SESSION:

W.Shorey moved, B. Johnson seconded to go into Executive Session at 9:54 a.m. for Discussion of Non-Public Information MSRA Title 1 Sec.405 (6)(F). Unanimous.

W.Shorey moved; B. Johnson Seconded to move out of Executive Session at 10:50 a.m. Unanimous. No action taken.

EXECUTIVE SESSION:

W.Shorey moved, B. Johnson seconded to go into Executive Session at 10:55 a.m. for Discussion of Non-Public Information MSRA Title 2 Sec. 405 (6)(F). Unanimous.

A. Fowler moved, B. Johnson seconded to move out of Executive Session 11:10 a.m. Unanimous. No action taken.


EXECUTIVE SESSION:

A.Fowler moved, B. Johnson seconded to go into Executive Session at 11:10 a.m. for Discussion of Personnel Matter MSRA Title 1 Sec.405 (6) (A). Unanimous.

A. Fowler moved, B. Johnson seconded to come out of Executive Session 11:35 a.m. Unanimous.

B. Johnson moved, A. Fowler seconded to adjust the salary for the HR Director McLaggan from \$64,000.00 to align with the current pay scale of \$65,273.37. Unanimous.

A.Fowler moved, W. Shorey seconded to adjourn at 11:37 a.m. Unanimous.

Respectfully submitted by  Office Assistant
Susan Prisco

For more details, please view the video.