

**WALDO COUNTY COMMISSIONERS COURT SESSION  
JULY 15, 2020**

**PRESENT:** Commissioners William D. Shorey (Chairman), Amy R. Fowler, and Betty I. Johnson. County Clerk Barbara Arseneau took minutes. The court session was conducted via teleconference due to COVID-19 restrictions.

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

**FINANCIAL REPORT:**

Deputy Treasurer Karen Trussell reported the following:

The County Checkbook balance is \$45,166.75.

The Jail Checkbook balance is \$9,258.56.

**County Appropriations:**

48% of the 2020 budget has been expended and it could be 54% at this time.

**County Revenue:**

51.96% of the 2020 County revenue has been received. Revenue is starting to pick up in both Deeds and Probate registries.

**Corrections Appropriations:**

52% of 2020 budget has been expended and could be 54% expended.

**Corrections Revenue:**

10.11% of the 2020 Corrections revenue has been received.

**TAX ANTICIPATION NOTE:**

The County has borrowed \$2,300,000.00 from the TAN and \$1,700,000.00 has been borrowed by Corrections.

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

**WARRANTS:**

**\*\*B. Johnson moved, A. Fowler seconded to authorize payment of the July 9, 2020 General Fund Accounts Payable warrant including the July 9, 2020 payroll in the amount of \$162,553.11. Unanimous.**

**\*\*B. Johnson moved, A. Fowler seconded to authorize payment of the July 9, 2020 Capital, Active & Restricted Reserve warrant in the amount of \$10,103.95. Unanimous.**

**\*\*B. Johnson moved, A. Fowler seconded to authorize payment of the July 9, 2020 Reentry Accounts Payable warrant including the July 9, 2020 payroll in the amount of \$46,851.59. Unanimous.**

**\*\*B. Johnson moved, A. Fowler seconded to authorize payment of the July 9, 2020 MCRRC Restricted Reserve in the amount of \$3,455.96. Unanimous.**

### **HUMAN RESOURCES REPORT:**

Present was Finance Director Karen Trussell at the request of Human Resources Director Nicole Hubbard, who was sick.

1. Non-union Pay Scales 2021: N. Hubbard asked K. Trussell to review the 2021 non-union pay scales with the Commissioners. A. Fowler asked if this could wait as she did not have them with her. It was noted that the 2021 COLA increase is 1% and if they voted on it by August 5<sup>th</sup>, the department heads should have them in time to finish their budget preparation.

2. Question re: Protective Face Masks: W. Shorey said that recently a question had been brought up about whether or not the County had a policy for wearing face masks, and N. Hubbard had intended to speak with the Commissioners about that. The Commissioners discussed the importance of mask use and social distancing, and thought it would be good to use the Governor's orders as guidelines for the County employees. The Commissioners agreed that it would be good to tighten things up between departments. If an employee from one department went to another department, masks should be worn and social distancing practiced. An email will be sent to all department heads with that instruction, and this will be enforced.

### **INFORMATION TECHNOLOGY REPORT:**

Present was IT Manager J-sun Bailey. He reported that he is working on the budget, quotes for Spillman and changes that will be coming up with security and access.

W. Shorey inquired about two recent large expenditures. J. Bailey said believed one was for the recently installed spam filtering system, and would report back the Commissioners about both expenditures.

W. Shorey asked when the new servers need to be installed, and when the current ones would no longer be serviced. J. Bailey said there wasn't an actual "end date" yet because Spillman will keep supporting them for a while, but the longer the County waits, "bug fixes" are missed, as well as enhancements that law enforcement agencies can use. J. Bailey recommended that it be scheduled as a capital project next year. He will schedule other capital projects over the next few years to spread it out.

### **SHERIFF'S REPORT**

Present was Lieutenant Matthew Curtis and Sheriff Jeffrey Trafton.

1. MDEA Position Opportunity: J. Trafton reported that the Sheriff's Office was approached by the Maine Drug Enforcement Agency (MDEA) last month regarding a slot that's open that is being offered to Waldo County to work for that agency, similar to what Detective Jason Bosco. MDEA reimburses the County for all expenditures, including vehicle, etc., and the Sheriff's Office felt that they should support that. Much of the crime in Waldo County is generated by drug abuse. J. Trafton said he'd like to send a deputy and he has already put together a posting for the position that would be

vacant after a deputy is chosen. MDEA really wanted someone from Waldo County and it is a good opportunity for a deputy to move up a position. The Sheriff's Office can pull that person out whenever the need to. J. Trafton said for now he is considering a three-year tour.

**\*\*B. Johnson moved, A. Fowler seconded to move forward with the Sheriff's proposal to send a Waldo County Deputy to the Maine Drug Enforcement Agency. Unanimous.**

2. Uniform Allowance: Lieutenant Matthew Curtis reported that there is a need to make some changes in the uniforms. Pants and shirts are very expensive, then the cost of patches, etc. has to be factored in. Many agencies have gone to a more comfortable uniform. The Waldo County Sheriff's Office still wants to maintain the current uniform as an option, but would like to make a change for the daily wear. The brown uniform is no longer as popular and is very hard to obtain. Pants cost about \$140.00 per pair, and shirts are about \$100.00. With the lack of availability, the cost has increased. The Sheriff's Office is looking at polo style with khaki style pants, and M. Curtis has received feedback from the deputies. These are about half the price of the current brown uniform, are less militaristic, and keeping with the current style means a lot to the deputies. A standard style would be picked and all would be wearing the same thing, and the current brown uniform would be kept as an option. The cost to outfit the deputies with the newer style uniform would be \$11,000.00. M. Curtis proposed using savings from capital outlay budget line 1075-7011 and the vehicle budget line, as one vehicle wasn't purchased due to the current economic situation.

A. Fowler noted that the Sheriff's appropriations showed only 38% spent so far on uniforms and recommended expending that line first, and then use the Detail Reserve for the remainder. M. Curtis mentioned that uniforms and clothing are established under a union contract and said he believed the Sheriff's Office had to maintain the brown uniform along with the daily wear. J. Trafton explained that the clothing lines are separate for the line duty officers and the administrative officers. He noted that most of their equipment is in that line, but he agreed they can make it work to use the two funding lines that Commissioner Fowler recommended. He said they try not to touch the Detail account because it's money-in-money-out unless it's an emergency.

**\*\*A. Fowler moved, B. Johnson seconded to approve the purchase of the uniforms by utilizing funding from 1075-5405 and the remainder from Detail Reserve 0259. Unanimous.**

3. Inmate Boarding Contract Update: J. Trafton reported that the discussions between Waldo County and Knox County have resulted in a contract that will save Waldo County nearly half a million dollars. The Knox County Commissioners have voted to approve this. J. Trafton commended Chief Deputy Jason Trundy and Major Raymond Porter for the idea and for making it all work, stating that he was very proud of them. They will be speaking with Knox County Sheriff Tim Carroll and will finalize the contract. Waldo County will be able to board inmates with Knox for about \$350,000.00 per year rather than \$800,000.00 they are currently paying with Somerset County. This arrangement is a huge positive for both counties. He will be notifying Somerset County Sheriff Lancaster today, and noted that he has been speaking with Sheriff Lancaster so that he would be aware of what was developing. Waldo County will activate 90-day exit clause to end to contract. A. Fowler recommended sending Major Porter and Chief Deputy Trundy to speak with him.

J. Trafton said he had hoped to keep this less public but word had gotten out during the process. B. Johnson mentioned that an email with Somerset's current contract had accidentally been sent to a distribution list with a reporter's email address on it and questions were asked regarding why Waldo was looking at Somerset's contract. J. Trafton said that nonetheless Waldo was willing to negotiate with Somerset County and tried to do so, but in the end Somerset gave a resounding "No Thank You" to Waldo County.

W. Shorey said this one of the best savings in Waldo County at this time.

The Commissioners changed the agenda schedule and took up the scheduled executive session at this time.

**\*\*A. Fowler moved, B. Johnson seconded to go into executive session at 9:36 a.m. to discuss the proposed National Corrections Employee's contract as permitted by MRSA Title 1§405(6)(D). Unanimous.**

**\*\*B. Johnson moved, A. Fowler seconded to come out of executive session at 9:44 a.m. Unanimous.**

**\*\*B. Johnson moved, A. Fowler seconded to accept the Agreement Between Waldo County Commissioners and National Correctional Employees Union (NCE) as proposed. Unanimous.**

#### **FACILITIES REPORT:**

Present was Facilities Manager Keith Nealley, who reported the following:

1. He requested that Custodian Thomas Moore come back to work the first week in August. Facilities Technician Gary Daigle and Keith have been keeping up with the cleaning but things are getting busier. The Commissioners agreed to this. W. Shorey thanked K. Nealley and G. Daigle for their additional work.
2. Facilities has only been doing one mail run per day for a while, but now that inter-office mail is increasing back to normal levels, they will return to picking it up twice a day.
3. K. Nealley has a scheduled vacation for the end of July. He stated that he will let the Commissioners know by email when he will be out for any reason. He always lets the department heads know and he realized he had not copied the Commissioners this last time he was out last week.

#### **CORRESPONDENCE:**

Present to report correspondence was County Clerk Barbara Arseneau as follows:

1. The Commissioners noted the following pay increases:
  - Legal Secretary Felicia Gray completed 8 years of employment on April 9, 2020. Her rate of pay should increase retroactive to that date from \$22.71 per hour to \$23.16.
  - Dispatcher Camilla Cook completed CTO (teletype certification on July 10, 2020 so her hourly pay will increase from \$18.95 per hour to \$19.75.

2. Tax Abatement Appeal Application Status – Peace Ridge Sanctuary v. Town of Brooks: Present was Attorney Lee Woodward, representing the County in this matter. He reported that he called the counselors for both petitioner and Town to ask if the disputed taxes had been paid. Some has been paid, and the rest is scheduled for payment. He also learned that Peace Ridge Sanctuary already has a case with Superior Court for 2016 and 2018 taxes, which was scheduled to occur just before things closed down for COVID-19 and is still pending. After speaking with both of the counselors, he believes it does not make sense for the Commissioners to hear the appeal for the 2019 taxes until the court has dealt with the 2016 and 2018 case. He recommended putting an order together that this case be continued until there is a final decision from the Court on the 2016 and 2018 taxes. A. Fowler questioned how that case could go to Superior Court without having come to the County Commissioners first. L. Woodward said that he was surprised as well. A. Fowler also referenced the statute on paying taxes on property over \$500,000.00 before appealing to the Commissioners. L. Woodward reiterated that payment is in process. He will try to get the court proceedings for the Commissioners to review. He'll see if they can add 2019 to their 2016 and 2018 pleadings, as that might make more sense. He will find out what has been done, will prepare a document to suspend any hearing on this until there is final judgment on the other years, and will report back to the Commissioners. The Commissioners thanked him for his assistance.

#### **APPROVAL OF MINUTES:**

B. Arseneau requested that the Commissioners approve the minutes from the June 17, 2020 and July 1, 2020 Waldo County Commissioners Court Sessions as presented.

**\*\*B. Johnson moved, A. Fowler seconded to approve the minutes from the June 17, 2020 and July 1, 2020 Waldo County Commissioners Court Sessions as presented. Unanimous.**

#### **COMMISSIONERS MISCELLANEOUS BUSINESS:**

1. B. Johnson reported that she worked the polls yesterday. Most people were wearing masks, and only a few were not. She thought it was good that people were taking things seriously. The Commissioners noted that Maine is trying to be careful.

2. A. Fowler requested an executive session for Title 1§405 subsection at 10:11 a.m.

**\*\*A. Fowler moved, B. Johnson seconded to go into executive session at 10:11 a.m. for the Commissioners only. Unanimous.**

**\*\*A. Fowler moved, B. Johnson seconded to come out of executive session at 10:46 a.m. There was no decision made.**

**\*\*B. Johnson moved, A. Fowler seconded to adjourn the court session at 10:46 a.m. Unanimous.**

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