

KENNEBEC COUNTY CO KENNEBEC COUNTY COMMISSIONERS MEETING

AGENDA

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DATE: February 4, 2020

TAX APPEAL: Delisle v Town of Rome

WORKSHOP: 11:00 am

CALL TO ORDER: NOON

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: January 21, 2020

REPORTS:

COUNTY ADMINISTRATOR

HUMAN RESOURCES

TREASURER

INFORMATION TECHNOLOGY

DEEDS

DISTRICT ATTORNEY

E.M.A.

FACILITIES

PROBATE

SHERIFF'S OFFICE/CORRECTIONS

PROJECT UPDATES:

OLD BUSINESS

- 1) Signature for approval of County Warrants
- 2) New hire and termination change of status forms for approval.
- 3) Discussion and action regarding the tax appeal – Delisle v Town of Rome

NEW BUSINESS

20-03) Motion and second to sign the Memorandum of Understanding between the Commissioners, District Attorney and the Sheriff.

PUBLIC COMMENTS

EXECUTIVE SESSION

Motion and second to go into Executive Session in accordance with 1 MRSA §405-6-A to discuss a personnel issue.

ADJOURNMENT

Commissioners Minutes

January 21, 2020

Present: Chairman Patsy Crockett, Nancy Rines, Commissioner, George Jabar, Commissioner, Robert Devlin County Administrator, Terry York, Assistant County Administrator, Richard Davies, Treasurer, Cynthia Ferguson, Finance Director, Sheriff Ken Mason, Chief Morin, Lt. Read, Richard Wurpel, Jail Captain, Lt. Bryan Slaney, Kathy Ayers, Register of Probate, Sean Goodwin, EMA Director, Beverly Bustin-Hatheway, Register of Deeds, James Saucier, Facilities Maintenance, Tracie Lesperance, Finance/HR Assistant, Shay Freeman, DA Office Manager

Absent: Dave Hawke, IT,

	Discussion	Action
Call to order	12:25 pm	
Minutes	Motion and second to accept the minutes of January 7, 2020	3 in favor 0 opposed
County Administrator	<p>Robert Devlin County Administrator: The reason we were running late today is due to a presentation on the City of Augusta and the Greater Augusta Utility District, they are looking at building a solar farm, and are looking for us to be a participant in receiving the benefits.</p> <p>The Legislature is getting started.</p> <p>Terry has been working with our representative from Unity Township to finalize our budget.</p> <p>We put a bid out for oil tanks at the jail, the bid came back higher than we anticipated and now we are rethinking it. We initially looked at replacing the generator and putting it on natural gas, but was expensive, but now we are going back to that idea</p>	<p>Update</p> <p>Update</p> <p>Update</p> <p>Update</p>
Human Resources	<p>Terry York, Assistant County Administrator: We are down 13- line staff at the jail. There are 58- line positions in the budget. I have three applications that are waiting for background checks and final approval from the Sheriff.</p> <p>Budgets are trickling in.</p>	<p>Update</p> <p>Update</p>

	Discussion	Action
	We are still advertising for the deputy Registrar of Probate position; we have received several applications for that and for the part time position at the DA's office.	Update
Treasurer	<p>Richard Davies, Treasurer: The cash position is \$7.5 million and a little over \$2 million in the investment pool; we are about 58% of the way through the fiscal year.</p> <p>The warrant today is a little over \$284K; the major items are almost \$66k for Worker's Comp insurance, almost \$31K for jail and sheriff software, \$17K for jail food, and all others is \$130K.</p> <p>Cynthia Ferguson, Finance Director: The auditors are coming in on Friday to do some more work on the fiscal year 19 audit. We had tried to set up an appointment with the representative from the auditing firm, but it has been difficult to get the schedules to work. If you want to know something about the fund balances, we can certainly sit down and go over them. Our general fund is doing great; I am working with Rich on the inmate fund and we're waiting for some information for the auditors from Aramark, so that when the auditors come in, they can look at that. It is moving ahead. Nancy Rines, Commissioner: I think what we are looking for are more than the fund balance. They have always provided us with a few pages of suggestions. Cynthia Ferguson, Finance Director: I haven't seen anything like that from them, yet. The last audit that they completed was the fiscal year 18, and they really didn't issue they're report until September.</p> <p>I am working with the departments to ensure we are all on the same page with the things that we are doing with the accounting department and the understanding with the department heads.</p>	<p>Update</p> <p>Update</p> <p>Update</p> <p>Update</p>
Deeds	Beverly Bustin-Hatheway, Register of Deeds: We are \$81K over last year for the six months.	Update
District Attorney	Shay Freeman, DA Office Manager: Our part time position was posted; we did get three applicants, and are hoping to interview later this week.	Update

	Discussion	Action
EMA	Sean Goodwin, EMA Director: Things downstairs in the basement are coming along on schedule. We could use it now; there is a lot of cosmetic stuff to be finished. Jimmy is wrapping things up.	Update
	Bob and I were on the phone with local officials, we have an ice jam here in Augusta; hopefully we won't have a situation like we had in Hallowell last year. This ice jam, if you look at the tide charts and the water level, it seems to be going back down to where it is supposed to be.	Update
Facilities	James Saucier, Facilities Maintenance: I'm going to be painting the hallway in the basement over at the courthouse and one of the bathrooms.	Update
	I still have doors I need to put in; I am hoping to start that this week, as I have been waiting for the weather to get a little warmer.	Update
Information Technology	Devin Parsons, IT: Absent	Update
Probate	Kathy Ayers, Register of Probate: I am heading to Legislature after the meeting. We have two bills in; one is the Probate Law Trust Advisory Commission, which is all the administrative things we ask for changes on, and the Trust Decanting bill. I have not heard anything on 657, which is to reorganize us.	Update
Sheriff/Corrections:	Sheriff Ken Mason, Corrections: We currently have 156 inmates at the jail. We had a resignation, but have three applications that are awaiting backgrounds. Officer Flewelling who is the maintenance officer, will be leaving us in February, as he has joined the Army. We have filled his position with Officer Brunelle, who has some experience in the qualifications of the position.	Update
	Lt. Slaney and SSgt. Goodchild went to Las Vegas for Legal issues in Jails training last week. Richard Wurpel, Jail Captain: It was a nationwide training, and covers all the case laws. There are several laws that have been updated, so they will review these new laws against our policies and go over them with the officers and make the changes necessary.	Update

	Discussion	Action
	<p>Sheriff Ken Mason: Our new transport van came in and we are waiting for the security partitions to come in; it will be multi use so we can transport male and females at the same time, but they will be separated. It also keeps max and min security inmates separate, so it's not just about gender. The van cost \$35k for AWD; it was the best deal for what we needed and to be able to stay within the budget.</p> <p>Sheriff Ken Mason, Law Enforcement: We had a fatality in Wayne; and elderly female crossed the center line and was deceased at the scene. The other couple, who was an older couple as well, was injured and is in the hospital. Reconstruction of the accident was impossible due to the snow.</p> <p>Phil Lynch will be filling that January 1st slot for the new patrol deputy that I had; he will start February 3rd. I am hoping by the second of week of February, to bring over Officer VanWyck from the jail to start as patrol; he is replacing Keith Madore who went to MRS. I will have two people to send to the academy.</p> <p>Dan Ouellette from Horizon is doing our tower work; all the equipment that was in Lt. Read's office is now with Dan and we should be going online by the end of this week.</p> <p>Chairman Patsy Crockett: Has there been any updates regarding the State Police pulling out of Kennebec County?</p> <p>Sheriff Ken Mason: They are going to pull out; Lt. Hood said they don't want to pull out completely from Kennebec; they want a little bit of presence here. I am not really sure what he meant by that; it's like they only want to cover one zone of the county, or a quarter of the county. That is fine, but thinking ahead, I know they will want to reduce coverage again, which is why my staff and I are getting the costs of new deputies and I will be proposing to the budget committee how many new bodies I need. It is going to cost more money and my budget will go up, but I would rather remain proactive.</p> <p>Nancy Rines, Commissioner:</p>	<p>Update</p> <p>Update</p> <p>Update</p> <p>Update</p> <p>Update</p>

	Discussion	Action
	How many people are we talking about? Sheriff Ken Mason: I am going to ask for four, and we have done a lot of research on the cost for all new equipment. This will be for the first initial hiring; it will go down a little bit because I am not going to need another new car for that person right away. Right now, it is about \$110K per person; to bring a body in, outfit them with everything that they need. So, we will see where we go; we have to do something because we're going to have the people to do three quarters of the county or all of it, if I don't take action now.	Update
Project Updates	None at this time	
Old Business/ Follow Up Items		
Warrants	January 21, 2020	Signed
Change of Status	New hire, termination, step increases	Signed
New Business		
Executive Session	Motion and second to go into Executive Session in accordance with 1 MRSA §405-6-A to discuss a personnel issue Into executive session at 12:50 pm. Out of executive session at 1:05 pm.	No Action Taken following executive session.
Miscellaneous	None at this time	
Adjournment	Adjourned at 1:06 pm	3 in favor 0 opposed

Terry York, Assistant Administrator