

KENNEBEC COUNTY CO KENNEBEC COUNTY COMMISSIONERS MEETING

AGENDA

AGENDA

AGENDA

DATE: November 6, 2018

WORKSHOP: 11:00 am

CALL TO ORDER: NOON

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: October 16, 2018

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.

FOLLOW UP ITEMS

Step Up Program – Sheriff

Restitution KIOSK – Diana Murphy

Deeds open house

NEW BUSINESS

19-10) Motion and second to re-appoint Julie Redwine to the KVCAP board of directors for a three year term from November 2018 – November 2021.

PUBLIC COMMENTS

EXECUTIVE SESSION

ADJOURNMENT

Commissioners Minutes

October 16, 2018

Present: Chairman Nancy Rines, Patsy Crockett, Commissioner, George Jabar, Commissioner, Robert Devlin County Administrator, Terry York, Assistant County Administrator, Richard Davies, Treasurer, Peter Dunn, Finance Director, Tracie Lesperance, Finance/HR Assistant, Sheriff Ken Mason, Richard Wurpel, Jail Captain, Lt. Bryan Slaney, Beverly Bustin-Hatheway, Register of Deeds, James Saucier, Facilities Manager, Dave Hawke, IT, Art Churchill, EMA Deputy Director

Absent: Maeghan Maloney, District Attorney, Sean Goodwin, EMA Director, Kathy Ayers, Register of Probate,

	Discussion	Action
Call to order	12:00 pm	
Minutes	Motion and second to accept the minutes of October 2, 2018.	3 in favor 0 opposed
Promotional Ceremony	Sheriff Ken Mason: Promoted Sgt. St. Pierre to SSgt	
County Administrator	<p>Robert Devlin County Administrator: The new date for Spirit of America is October 25th at 6pm at the courthouse. The invitations have gone out to all the participants.</p> <p>We're working on the RFP for medical and mental health; our attorney is reviewing it before we go any further. Chairman Nancy Rines: How many years is this for? Robert Devlin County Administrator: Typically, it is for three years; we extended our contract for a year.</p>	<p>Update</p> <p>Update</p>
Human Resources	Terry York, Human Resources Manager: We had two new people start at the jail Monday; one full time and one part time. The DA's office has interviewed someone to fill the vacant legal secretary position; however, I have not heard back from them as to how the interview went or if the person is interested in the position.	Update
Treasurer	Richard Davies, Treasurer: The county continues to be in good financial standing; the cash position is \$6.5 million and the investment pool is \$1.5 million. We are at 26 percent of the fiscal year. We have received 51 percent of the municipal taxes. Peter Dunn, Finance Director: I believe we have ten municipalities left that have not sent in checks. Richard Davies, Treasurer: There are two warrants; one for October 4 th and another for	Update

	Discussion	Action
	<p>October 16th. They are both relatively small; significant items are jail medical for a little over \$22,000, Maine Pretrial for \$17,500, jail food for \$17,000, and the smaller warrant also has a jail medical for a little over \$10,000. All other between the two warrants is a little over \$173,000. Chairman Nancy Rines: What is the amount we pay for medical and mental health together? Robert Devlin County Administrator: I'd have to look at the budget. Chairman Nancy Rines: Every month, that's the biggest bill. Robert Devlin County Administrator: That is the biggest bill at the jail.</p>	Update
Deeds	<p>Beverly Bustin-Hatheway, Register: We had the Maine Registers of Deeds Association meeting on Friday; we have prepared a bill to get rid of the Mylar's and only have paper coming in. The more mylar you get, the more cabinets you have to have. Patsy Crockett, Commissioner: Are the other counties anxious to have the bill pass? Beverly Bustin-Hatheway, Register: Yes, I believe we are all on board.</p>	Update
District Attorney		Absent
EMA	<p>Art Churchill, EMA Deputy Director: We've had some wind problems last night and today; as of 11:45 am we still have over 3800 people without power in the county. The state had over 40,000 people without power; it was a widespread wind.</p> <p>Chairman Nancy Rines: Where in the county was the damage?</p> <p>Art Churchill, EMA Deputy Director: Most of the damage was in Waterville, Fayette, Belgrade, and while you were in a meeting, more wires fell down in Litchfield. So the winds are still bringing stuff down, but the winds are supposed to be dying down over the course of the afternoon and early evening.</p> <p>Maranacook school system is doing an evacuation drill on November 2nd; EMA will be participating with them. They are evacuating the high school and the middle school; they will be evacuated by bus.</p> <p>The Homeland Security grants are in progress; towns are starting to spend their money that they were allocated to get equipment.</p>	<p>Update</p> <p>Update</p> <p>Update</p>

	Discussion	Action
Facilities	James Saucier, Facilities: We sanded all the posts down on the pergola and we started painting the base. The mornings have been damp and it takes a while for them to dry, so it has been hard for us to pain them. More than likely, it won't be done this fall unless we get a couple of good dry days.	Update
Information Technology	Dave Hawke, IT: The new air conditioner is being installed; that came in last Friday, and we put the head unit in and it is in an excellent place so it can blow right on the equipment. We checked the air flow in there, and that is good. The equipment has cooled down quite a bit; its 68 degrees in the room now. It's a Mitsubishi heat pump; 42,000 btu's. It's a big unit outside. Robert Devlin County Administrator: Do we need to put a cover over it for winter? Dave Hawke, IT: Definitely. They're outside working on the old unit, which is in good shape; we've moved that out of the room already and it's downstairs being mounted on the wall along with all the piping necessary to hook up to the rest of the compressors	Update
Probate		Absent
Sheriff/Corrections:	Sheriff Ken Mason: Law Enforcement: We will be at the Maranacook evacuation, as well as state police, and anyone else who wants to come and train. We planned on doing that back on April 27 th , but we were involved with something else at the time. SGT. Pierce's resignation was effective October 12 th ; he is going to Oakland PD; that leaves a position open. Deputy Devon Polizzotti started yesterday. Patsy Crockett, Commissioner: How's the dog doing, did she go out on that search with the other dog? Sheriff Ken Mason: No, she's not allowed to, she's still training. She's doing very well; right now she is in drug school. Deputy Boudreau is doing very well; they make a fantastic team. Sheriff Ken Mason: Corrections: Jail population is 145; 56 are out at Maine Pretrial.	Update Update Update Update

	Discussion	Action
	<p>Our staffing levels continue to go up; we have five at the academy right now going for their certification. We're doing great, everyone continues to work together as a team to get the job done; I'm very proud of them.</p> <p>Richard Wurpel, Jail Captain: I have the budget numbers you had asked for. Medical through CHP is \$568,500; also in medical, we have a line with \$290,000 in it, \$180,000 that is set aside for Diamond Pharmaceuticals who supplies are pharmaceuticals; that doesn't mean we will spend \$180,000, we could spend less, or we could spend more. \$110,000 of that is set aside for those particular times that we have to take someone to the emergency room, or we have a medical emergency. Crisis & Counseling is the mental health provider and their line is \$262,000; there's also an \$80,000 fee that is for the CARA program. Total, it is probably close to a million dollars.</p> <p>Chairman Nancy Rines: How effective are the additional beds at the jail? Richard Wurpel, Jail Captain: It works out very well. We use it for outside trustees, because it is a dormitory type setting, it works out well for them and we are always at capacity. It works out so well that we had a contingent from Androscoggin come down and they went through the facility with Jason Stonier; they want to retro fit their inside rec yard also for the same type of housing. Before we had this additional housing, we were usually at capacity, so we would have had to send someone to another county to be housed. It saves us money because we would have to board out and pay other counties money to house our inmates. We still help out other counties that need assistance with boarding their inmates.</p>	<p>Update</p> <p>Update</p> <p>Update</p>
Project Updates	None at this time	
Old Business/ Follow Up Items	None at this time	
Warrants	October 16, 2018	Signed
Change of Status	New hire, termination, step increases	Signed

	Discussion	Action
New Business	None at this time	
Executive Session	None at this time	
Miscellaneous	None at this time	
Adjournment	Adjourned at 12:41 pm	3 in favor 0 opposed

Terry York, Assistant Administrator