

KENNEBEC COUNTY CO KENNEBEC COUNTY COMMISSIONERS MEETING

AGENDA

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DATE: OCTOBER 20, 2020

TAX APPEAL: 10:30 am

WORKSHOP: 11:00 am

CALL TO ORDER: NOON

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: October 6, 2020

REPORTS:

COUNTY ADMINISTRATOR

HUMAN RESOURCES

TREASURER/FINANCE

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) Tax appeal – Andrew Johnson v Monmouth

NEW BUSINESS

PUBLIC COMMENTS

EXECUTIVE SESSION

ADJOURNMENT

Commissioners Minutes

October 6, 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, Tracie Lesperance, Finance/HR Assist., Maeghan Maloney, District Attorney, Sheriff Ken Mason, Sean Goodwin, EMA Director, Devon Parsons, IT, Kathy Ayers, Register of Probate,

Absent: Richard Wurpel, Jail Captain, James Saucier, Facilities Maintenance, Beverly Bustin-Hatheway, Register of Deeds

	Discussion	Action
Call to order	12:00 pm	
Minutes	Motion and second to accept the minutes of September 15, 2020	3 in favor 0 opposed
County Administrator	<p>Robert Devlin, County Administrator: I gave you a report on Workers' Comp simply stating that we had 33 cases this year and zero are open now. We have several risk pool cases that are still open. Many of them were FYI's.</p> <p>We have two officers at the jail that are attending NACO training; it is an online training for leadership.</p> <p>We are still working with the solar project and the location change.</p> <p>Dave Hawke, our IT Director has retired, and we have posted his position, in house. We have one applicant, which we will interview. We would like to get Dave a plaque and I thought once we received the plaque, we would get a hold of Dave and we could do a drive by with the patrol cars and our vehicles and wish him well.</p>	<p>Update</p> <p>Update</p> <p>Update</p> <p>Update</p>
Human Resources	<p>Terry York, Assistant County Administrator: I passed out samples of the revised draft handbook. Tracie and I have been spending a lot of time on the employee's handbook and the policies to bring them up to date.</p> <p>We did have an injury on the range the other day; no one was shot, but it was enough to put them out of work for a few days.</p>	<p>Update</p> <p>Update</p>

	Discussion	Action
	I did two new orientations yesterday for the jail.	Update
Treasurer	<p>Richard Davies, Treasurer: We are about 30% through the fiscal year; the investment pool is at \$2,159,815.</p> <p>Tax checks continue to come in; about 65% are paid off and we have received \$7.8 million out of the \$12 million that we anticipate.</p> <p>Cynthia Ferguson, Finance Director: Tracie has been working diligently not only on the handbook, but also on trying to get things sorted out for unclaimed property that we will be remitting to the state from Restitution.</p> <p>Sandra had a medical emergency last week and was out Friday, so that is why there is no warrant. She did do the end of month warrant, which is probably in your packet to sign. That was to pay the normal withholdings and remittances related to payroll for the month and paying the medical insurance bill.</p>	<p>Update</p> <p>Update</p> <p>Update</p> <p>Update</p>
Deeds	Beverly Bustin-Hatheway, Register of Deeds: Absent	Update
District Attorney	<p>Maeghan Maloney, District Attorney: I asked Shay to give me a report on how much forfeiture money we collected last year; \$127,802 was collected in one year. That is not counting an additional two SUV's and two firearms; so, it's a lot of money and this is all from my office. I am very impressed with Shay's work.</p> <p>We had jury trials; two OUI's, one couldn't go forward because an officer's child getting sick so he wasn't allowed in the courthouse. The other one did go forward; it ended in a hung jury, but then we resolved the case. The most important piece of the jury trial selection is that everyone that everyone was offered a trial and everyone that was in custody were given the opportunity to have a jury trial in September. This means that they cannot file a speedy trial motion and claim that they were denied the right to a speedy trial because they were given the ability to have one. We also had several plead guilty; I don't have the exact number, but I believe it was 60 or 70 cases that</p>	<p>Update</p> <p>Update</p> <p>Update</p> <p>Update</p>

	Discussion	Action
	<p>were on the docket.</p> <p>I met with the trial chiefs last week, to try to get permission for more jury trials; we're doing what we can. Everyone is wearing masks, there is Plexiglas, and everyone is six feet apart. It was done in a way where people felt safe; there were only six people in the jury box, and jurors in front of the jury box, and jurors around it.</p> <p>We do still have radon issue in our basement. Robert Devlin, County Administrator: Have we had it tested? Maeghan Maloney, District Attorney: I think that is what we need to do, is get it tested. One of our new DV Investigators told me that he gets a headache two hours after arriving to work, and takes until about 9pm to go away. I have moved them back upstairs right away. Robert Devlin, County Administrator: We have the radon mitigation system down there. Maeghan Maloney, District Attorney: It seems to be blowing the air into their office instead of blowing the air out of their office. So, I'm wondering if something went wrong with it, because it is definitely blowing air into their office. Robert Devlin, County Administrator: We prefer that people not work in the basement. Maeghan Maloney, District Attorney: Well, I immediately pulled them both out and put them in an empty office I have; it is not ideal because they have to share one office where they can't be six feet apart, so we will probably come to you with a request for Plexiglas. Robert Devlin, County Administrator: That's fine. Anyone who accepted the option of working in the basement had to know the risks. I will ask Dan to check the radon system. We've had that tested a dozen times, and that is why we put a system in. What's interesting, is when we did that testing, we offered test kits to all the employees for their homes, and no one took us up on the offer. There is a long history of air quality in the courthouse, and we have tested it many times; one time it came back positive for mold, which ended up being in the potted plants in peoples' offices. Another time the test came back with dry cleaner fluids, cologne, all employees related. The upper part of the building</p>	<p>Update</p> <p>Update</p> <p>Update</p>

	Discussion	Action
	<p>was fine. In the basement, you can see calcium coming through on the walls due to age, and we had that tested; there is nothing down there, as far as mold. At one point, all of the DA staff was in the basement and before that, it was the Registry of Deeds.</p> <p>Chairman Patsy Crockett: Just before you got here, we were mentioning that instead of a six- foot distance, they are talking about going to twelve feet; it's not official though. Maeghan Maloney, District Attorney: That would change the entire jury trial.</p> <p>I just found out today that I got the STOP grant for a prosecutor. It is for domestic violence, sex assault</p>	Update
EMA	Sean Goodwin, EMA Director: Absent	Update
Facilities	<p>James Saucier, Facilities Maintenance: Bob: Billy is doing a good job cleaning.</p> <p>The work crew from the jail has done a couple of projects; they repaired all of the potholes in the parking lot</p>	Update Update
Information Technology	<p>Devin Parsons, IT: We did the IMC update for law enforcement; it went very smooth. Now we are just cleaning up any minor errors that typically show up after the updates.</p> <p>The DMV photos are working very well for the patrol deputies; I had a lot of good feedback. Basically, now when they pull up someone, they have a picture to verify against.</p>	Update Update
Probate	<p>Kathy Ayers, Register of Probate: We are ahead of last year's numbers.</p> <p>Bob is working with me on obtaining a drop box on the handicap side of the building, so that people can drop off petitions and they are secure. Robert Devlin, County Administrator: We also ordered new locks for your outside door.</p> <p>Things have not slowed down in the mental health area; they want to get people out of Riverview; those who are not criminally responsible.</p>	Update Update Update Update

	Discussion	Action
	We had an appeal come down today on a termination of parental rights; it was a teleconference hearing and it was upheld.	Update
Sheriff/Corrections:	Sheriff Mason, Corrections: We have 136 inmates. As Terry has mentioned, we have two new hires at the jail.	Update
	You all saw the piece in the paper; we shut the jail down just like everyone else did and as we moved forward through this, we watched the ebb and flow of how things were going and keeping an eye on how the Governor was doing things. As we progressed and everything kind of lessened, and things relaxed a little bit and opened up, that's what we did. We remind our employees the importance of not being involved in large gatherings. I think the important thing to remember is that we have been following the rules and we have not had Covid 19 in our jail. It's not because of what we are not doing; it's the precautions that we are taking. We ramped things up after the State came in and gave their courtesy inspection; per their recommendations, they were in effect the next day. Our jail lobby is now closed, we are still holding non-contact visits and the area is thoroughly cleaned once the visit is over, and masks are still required. I don't want to compare ourselves with other facilities because we are not exactly the same. I cannot do the same things that Piscataquis does because they only have thirteen inmates and I can't do the same thing that Cumberland does because they have three hundred inmates. We are all different and we are all trying to do what we think is right for our facility. So far, we have been doing it right; however, having said that, it doesn't mean that Covid won't make it into our facility. We all have been dodging this bullet. Chairman Patsy Crockett: I think when we all saw the article in the paper with all of the "no's" that it was alarming to us. Sheriff Mason, Corrections: I understand that and there are those employees before that were wearing them constantly and again, I was following everything that was going on around us. Please remember, we haven't had Covid in our facility.	Update
	Chairman Patsy Crockett: Yet. Sheriff Mason, Corrections: You're right; it could come in tomorrow with all of these recommendations that we have been following from that	Update

	Discussion	Action
	<p>document. So what happens then? Chairman Patsy Crockett: I think my answer to that, if we followed every direction, and we get it, then I think we can stand up and say something to the public. Sheriff Mason, Corrections: Agreed. We are doing everything we can to keep it out. Nancy Rines, Commissioner: That's all you can do. We certainly appreciate the efforts you have made.</p> <p>Sheriff Mason, Law Enforcement: This past week we had night qualifications training at the range; other than a hamstring injury, we did pretty well.</p> <p>We were lucky enough to get a free cabinet from W.B. Mason that rolls; you crank the handle and it moves the cabinet. We will be using that in our evidence room; it will be installed in the next month, which will cost about \$5K. We will be adding pieces to it eventually, and it will bring the evidence room to where it needs to be.</p> <p>Our work crew went over to the Veteran's park in Winslow to help clean it up. It looks really nice over there now.</p>	<p>Update</p> <p>Update</p> <p>Update</p>
Project Updates		Update
Old Business/ Follow Up Items		
Warrants	October 6, 2020	Signed
Change of Status	New hire, termination, step increases	Signed
New Business		
Executive Session	Motion by Commissioner Rines seconded by Chairman Crockett to go into Executive Session in accordance with 1 MRSA 405-6-A to discuss a personnel issue. Into Executive Session at: 12:42 pm. Out of Executive Session at 12:55 pm	No Action Taken
Miscellaneous	None at this time	
Adjournment	Adjourned at 12:55 pm	3 in favor 0 opposed

Terry York, Assistant Administrator