

KENNEBEC COUNTY CO KENNEBEC COUNTY COMMISSIONERS MEETING

AGENDA

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DATE: November 20, 2018

WORKSHOP: 11:00 am

CALL TO ORDER: NOON

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: November 6, 2018

CHILDRENS CENTER REPRESENTATIVES PRESENTATION

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

PUBLIC COMMENTS

EXECUTIVE SESSION

ADJOURNMENT

Commissioners Minutes

November 6, 2018

Present: Chairman Nancy Rines, Patsy Crockett, Commissioner, Robert Devlin County Administrator Terry York, Assistant County Administrator, Peter Dunn, Finance Director, Sean Goodwin, EMA Director, James Saucier, Facilities Manager, Sheriff Ken Mason, Richard Davies, Treasurer, Kathy Ayers, Register of Probate, Dave Hawke, IT, Richard Wurpel, Jail Captain

Absent: Maeghan Maloney, District Attorney, and George Jabar, Commissioner, Beverly Bustin-Hatheway, Register of Deeds

	Discussion	Action
Call to order	Noon	
Minutes	Motion by Commissioner Crockett seconded by Chairman Rines to approve the minutes as written.	2 in favor 0 opposed
County Administrator	<p>Administrator Devlin: We need an executive session at the end of the meeting to meet with our attorney.</p> <p>Jim is going to get some more quotes for dumpsters.</p> <p>You will need to appoint a representative to the KVCAP Board of Directors.</p> <p>MCCA and the administrators just learned of a study that the County Commissioners Association had asked the Muskie School to do on what is driving the jail costs and they wanted information next week. Administrators advised that they needed more time to compile the information, but I got an email from Charlie Pray saying that the \$20,000 study is off the table for now.</p> <p>Chairman Rines: We were collecting data for the opioid lawsuit. Administrator Devlin: Yes we are still collecting data and need information from Probate on the impact of opioid addiction on Probate. Chairman Rines: The attorneys are still scheduled to come and talk with us? Administrator Devlin: I still have to schedule that.</p>	<p>Update</p> <p>Update</p> <p>Update</p> <p>Update</p> <p>Update</p>
Human Resources	Human Resources: Down 8 Corrections Officers at the jail. A new employee was to start yesterday and she did not show up	

	Discussion	Action
	<p>yesterday or today nor did she respond to my phone call or email.</p> <p>We hired Sarah Pettengill at the DA's office to fill the vacant legal secretary position.</p> <p>Following the Sergeants promotion in the law enforcement division to replace Sgt Pierce who went to Oakland, there will be a deputies slot available.</p> <p>Sandra will be out for several weeks with shoulder surgery. Chairman Rines: How are we back filling her position? HR: Between Peter, Tracie and me, we have it covered. Also Debbie Currier at Probate is out with shoulder surgery.</p>	<p>Update</p> <p>Update</p> <p>Update</p> <p>Update</p>
<p>Treasurer</p>	<p>Treasurer Davies: County is in a good financial state. We have \$9,000,000 in cash and \$1,500,000 in the investment pool, all the municipal taxes have been paid in the amount of \$10.86 million. Warrants are 1) is for \$65,000 and 2) is for \$80,000. We are 34% thru the fiscal year and we are in good financial shape.</p> <p>Chairman Rines: What is the plan for the investment fund monies? Treasurer Davies: As the Commissioners and the Administrator think there is a need to draw money out of there otherwise it is bringing in more money than we have in the savings account. The expectations from Kennebec Savings Bank is that there is probably going to be increased interest rates on other securities we will be buying in the future going from 2-3% to possibly in excess of 4% interest rates. Chairman Rines: My concern is that we have it there growing and that's a wonderful thing, but if we are expending new money on the other side then maybe we shouldn't be doing that. Finance Director: One of the things we looked at in the beginning was what was the low point in cash and I went back a couple years to see the lowest point we were at and it was 2-3 million dollars in our bank account and that was why we wanted to keep it below the lowest amount. Treasurer Davies: We have taken some of that</p>	<p>Update</p> <p>Update</p>

	Discussion	Action
	<p>interest out and as the earnings grow, we will be able to take more interest from the investment fund to perhaps offset taxes or whatever is needed for the county to do its business. Chairman Rines: What brought it to mind was the fund balance account. Out of the interest on the investment money should we take perhaps \$50,000 to set aside for the fund balance? Finance Director: It is all part of the general fund money in essence that's what's happening. Commissioner Crockett: So we can use some of that money to buy down taxes in the next budget? Finance Director: Yes we did that with the current budget; it is another revenue. Administrator: When we list it as revenue in the budget it goes directly against the taxes.</p>	
Deeds	Excused	
District Attorney	Excused	
EMA	<p>EMA Director: A few wind incidents in Kennebec County this weekend and EMA worked with Central Maine Power which went well. The MOU that CMP has with counties is working well so that they are not getting emergency calls from 2-3 people it is down to one person from a town will call EMA and they will coordinate with notifying CMP for the restoration of a critical infrastructure or a road (not a camp road) or to get fuel into a place or getting a farmers milk of his hands. The power at the Hill House went out but the generators kicked on and there were no problems.</p> <p>Chairman Rines: Please explain the tower in Gardiner. EMA Director: There has always been a tower on Libby Hill and we had some ham radio stuff on it. Just down the road is a FAA tower that was shared with the FBI. Due to modern technology they put the tower up for sale to get rid of it. We got a notice here for surplus land and we didn't know it was a tower we were told it had to be used as a homeless shelter so we didn't buy it. However, the Fire Chief in Gardiner found out it was a tower and it didn't have to be a homeless shelter. He then solicited communities to pitch in some money and EMA kicked in about \$8500 in grant money and to get the tower going. There will be an ongoing annual maintenance cost of \$2000 for each entity that uses the tower. The Administrator has turned the MOU from</p>	<p>Update</p> <p>Update</p>

	Discussion	Action
	<p>Gardiner over to the attorney for review and if all goes well we have included \$2000 in the EMA budget and will pay Gardiner for the county's share of the maintenance. The money was put in the FY 19 Budget in the rental line and will be paid once the MOU is approved. The \$2000 from the communities will be held in an enterprise fund so that it will be protected and used only for maintenance and the purchase of equipment for the tower. Chairman Rines: Why does Kennebec County want to have that tower? EMA Director: We want the tower because of its height. If we were to go to just Quaker Hill and Libby Hill then we would have no communications problems. Chairman Rines: We have two or three other towers that we use? EMA Director: We have the capability of using a tower in New Sharon, but we don't use it because it's good only for the northern part of the county, but once we got Libby Hill we didn't need it as we got good coverage with Libby Hill. Law Enforcement uses the New Sharon tower and they pay a fee, but do not own any equipment. Commissioner Rines: And this is all being coordinated with the Sheriff and his dispatch move? EMA Director: No, we have offered it to the Sheriff if he wants to go down there. Commissioner Crockett: But that's not part of the plan if the Sheriff goes to the city of Augusta. Sheriff: This has nothing to do with the dispatch issue that I'm dealing with now. EMA Director: We in EMA are concerned about dispatch going with the City of Augusta as they are using proprietary radios. The Sheriff's department has some digital radios but if any fire department goes to Augusta then they will not be able to communicate with the City. EMA Director: Augusta has removed all the radios and replaced them with Tate-Harris Radios and hopefully they will not come after the county to pay for them out of Homeland Security money as that will go against the rules for disbursing the money. Sheriff: Augusta has the option to transmit digitally or by analog so we do have that option. Administrator: We are aware of these issues and we are addressing them. EMA Director: We understand that the Sheriff's department can communicate we are concerned that others may not be able to. Chairman Rines: I'm somewhat</p>	<p>Update</p>

	Discussion	Action
	concerned about paying the City of Gardiner as the cost could jump from \$2000 to \$5000. EMA Director: The MOU goes out several years so it can't just jump like that. Administrator: I wouldn't imagine that with all the players that the fee would jump like that. Once it's set up it's a matter of maintenance.	
Facilities	Facilities Manager: He and a female trusty have been raking leaves. The Deeds table is done. We are prepared for snow, but I don't anticipate snow until January. I will get more quotes on dumpsters to Bob. Not going to the dump will save about \$550 per month to the City of Augusta and \$130 a month for the cardboard. Once we switch to a dumpster it will be one cost and be less.	Update
Information Technology	Systems Administrator: Moved IMC software from the old server to the new unit and the new unit is performing extremely efficiently and much faster. Air conditioners and power is working fine. Administrator explained that the reason we want to install a heat pump unit at Quaker Hill is because when the temperature changes inside the building it adversely affects the radio transmissions. Chairman Rines: Whose budget does the ongoing bill get charged to? Administrator: We do not pay anything for Quaker Hill as it is owned by Channel 2 and 6 and they let the county have use of it for no charges. Chairman Rines: We should make a note to send a note of appreciation to the owner.	Update
Probate	Register of Probate: The Supreme Court has placed Judge Elizabeth Mitchell on the Family Law Advisory Commission. The Judges had a meeting on Friday and the Registrars and the Judges will have a joint meeting in January which is good. Last week I spent a lot of time writing an argument to the Supreme Court regarding a rule that they were about to impart on us that did not consider our budgets if we have to change our software. I'm not sure if the law will change or if it will be modified to make filings more private.	Update
Sheriff/Corrections:	Sheriff: Pop 136, Maine Pretrial 56 Continuing to move forward making improvements in the jail. Graduation of Corrections Officers today at the Academy.	Update Update Update

	Discussion	Action
	<p>One of our former inmates from a week ago died from an overdose.</p> <p>Our newest hire Devin Polizzotti is now on the road and we are now in the process of promoting someone to Sgt Pierce's position. Chairman Rines: All these people live in Kennebec County? Sheriff: The latest one currently lives in Jay, but I have made it perfectly clear that he must live in Kennebec County and he is moving.</p> <p>Deputy Nelson hit a deer with one of the older cruisers which is a total loss and we will be reimbursed \$8600 which will go into the vehicle line which may give me enough to purchase the sixth vehicle. The safe driving award is a no fault on car animal collisions only if there is a human element involvement.</p> <p>Commissioner Crockett: How many inmates out of the 136 are we boarding from another county? Capt. Wurpel: Probably a half a dozen at the most. One from Hancock and some from Penobscot. That would be 130 from Kennebec. Sheriff: The Captain and I are working with the Attorney General's office to supply and train all the Corrections Officers with NARAN.</p>	<p>Update</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	November 6, 2018	Signed
Change of Status	New hire, termination, step increases	Signed
New Business	19-10) Motion by Commissioner Crockett and seconded by Chairman Rines to re-appoint Julie Redwine to the KVCAP Board of Directors for a three year term from November 2018 – November 2021.	2 in favor 0 Opposed
Executive Session	<p>Motion by Commissioner Crockett seconded by Chairman Rines to go into Executive Session in accordance with 1 MRSA §405-6-E to discuss a legal issue.</p> <p>Into Executive Session at 1:00 pm. Out of Executive Session at 1:20 pm. Motion by Commissioner Crockett seconded by Chairman Rines to move the settlement with Brandy Lewis as</p>	<p>2 in favor 0 opposed</p> <p>2 in favor 0 opposed</p>

	Discussion	Action
	recommended by the County Attorney.	
Miscellaneous	None at this time	
Adjournment	Motion and second to adjourn at 1:22 pm.	2 in favor 0 opposed

Terry York, Assistant Administrator