

KENNEBEC COUNTY CO KENNEBEC COUNTY COMMISSIONERS MEETING

AGENDA

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DATE: December 4, 2018

WORKSHOP: 11:00 am

CALL TO ORDER: NOON

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: December 4, 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

Deeds open house

NEW BUSINESS

19-12) Motion and second to sign the contract for snowplowing services with Ed Picard for Unity Township in the amount of \$6000 from November 1, 2018 – May 1, 2019.

19-13) Motion and second to sign the contract for solid waste collection with Sullivan Waste Disposal for Unity Township in the amount of \$4800 from January 1, 2019 – December 31, 2019.

19-14) Motion and second to sign the contract with Unity Fire Department for fire services for Unity Township from January 1, 2019 - December 31, 2019.

19-15) Motion and second to appoint a representative to the Maine County Commissioners Association.

PUBLIC COMMENTS

EXECUTIVE SESSION

ADJOURNMENT

Commissioners Minutes

December 4, 2018

Present: 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, Chief Al Morin, Richard Wurlpel, Jail Captain, Lt. Bryan Slaney, Beverly Bustin-Hatheway, Register of Deeds, Sean Goodwin, EMA Director, Dave Hawke, IT

Absent: Chairman Nancy Rines, Maeghan Maloney, District Attorney, Kathy Ayers, Register of Probate, James Saucier, Facilities Manager

	Discussion	Action
Call to order	12:37 pm	
Minutes	Motion and second to accept the minutes of November 6, 2018.	2 in favor 0 opposed
County Administrator	<p>Robert Devlin County Administrator: I will review what we went over in the workshop; the health insurance premium for this year is going up two percent.</p> <p>Jimmy got us more estimates on trash collection; their lower, we will sit down and talk about those.</p> <p>The boiler at the courthouse will be down tomorrow and Thursday, as it is leaking again. They think that the seal they replaced last year, failed.</p> <p>We are working on the bid for the chiller at the Jail, so we can get that sent out.</p> <p>The January meeting will be on Wednesday, January 3, 2019</p>	<p>Update</p> <p>Update</p> <p>Update</p> <p>Update</p> <p>Update</p>
Human Resources	<p>Terry York, Human Resources Manager: We are down 9 at the jail; I did two orientations at the jail, one for a full time position, and one for a part time position.</p> <p>We have two corrections officers who are on paid administrative leave, pending an OPR investigation.</p> <p>Deputy Toby Pond has been promoted to Sergeant on the law enforcement side.</p>	<p>Update</p> <p>Update</p> <p>Update</p>

	Discussion	Action
Treasurer	<p>Richard Davies, Treasurer: The county continues to be in good financial standing; the cash position is \$8.4 million and the investment pools is \$1.5 million. We will be making a request to take money out of the investment income to put back into the general fund. We will need your signature to authorize that.</p> <p>We are at 42 percent of the fiscal year. The FY 18 audit will begin later this month.</p> <p>Peter Dunn, Finance Director: You have before you, a folder with cash in lieu, sick time buyback and stipends; this is the once a year, annual disbursement. Please take your time in signing them, as there are a lot of spots for you to sign.</p>	<p>Update Update</p> <p>Update</p> <p>Update</p>
Deeds	<p>Beverly Bustin-Hatheway, Register: We are \$7,189.01 over from last year; we're doing well.</p> <p>The first thing on the agenda is to get out the RFP for the new system. We have looked at a number of them; the staff likes one particular one. We should have something in the Spring.</p>	<p>Update</p> <p>Update</p>
District Attorney		Absent
EMA	Sean Goodwin, EMA Director: Nothing to report.	
Facilities		Absent
Information Technology	Dave Hawke, IT: Everything is going fine; Devon put some new panels in; if there is a power failure, it will be switched to the power supply.	Update
Probate		Absent
Sheriff/Corrections:	<p>Sheriff Ken Mason: Corrections: Jail population is 143; 69 are out at Maine Pretrial. George Jabar, Commissioner: How many are we housing from other counties? Richard Wurpel, Jail Captain: We have about 5 right now; we had taken 6 originally from York, as they had to close a POD down due to low staffing levels. Two had been released; we had four left and one from Hancock, George Jabar, Commissioner: Do any other counties help out generously like we do? Sheriff Ken</p>	Update

	Discussion	Action
	<p>process. We are looking to start out with ten males and ten females; and if we don't have enough females that fit the criteria at the start of the class, then we will have an all-male class. Between now, and the start of this program, they are out looking for a residence within Augusta to purchase, so when one is released, they can go, to a controlled environment. This is an evidence based program that has been used in Washington State, Massachusetts, and New Jersey with great success. The state holds the grant, so we don't have to,</p> <p>Sheriff Ken Mason, Law Enforcement: Deputy Boudreau and K9 Vixen have nearly completed their drug training. He takes his certification in South Portland on Monday. Last week, they had a test for them, and Deputy Boudreau and K9 Vixen were the only team to find all five drugs that had been planted.</p> <p>On December 19th, Keith Madore from Franklin County will be joining the ranks of the patrol division. He is replacing Sgt. Pierce, who left. He is a certified full time officer; currently he lives in Jay, his house is on the market. He is looking to move to Winthrop or Monmouth.</p> <p>I promoted Deputy Pond to sergeant last week; he's our new supervisor on the road.</p> <p>Jimmy is not here because he is in the process of redoing our patrol room downstairs. The deputies will have wardrobe lockers and ergonomic desks so they can stand if they want to. Jimmy and the work crew have done a fantastic job down there, and the project should be completed by Friday.</p>	<p>Update</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	December 4, 2018	Signed
Change of Status	New hire, termination, step increases	Signed
New Business		

	Discussion	Action
Executive Session	Motion by Commissioner Crockett seconded by Commissioner Jabar to go into Executive Session in accordance with 1 MRSA 405-6-A to discuss a personnel issue. Into Executive Session at: 1:11pm. Out of Executive Session at 1:21 pm.	No action taken following Executive Session.
Miscellaneous	None at this time	
Adjournment	Adjourned at 1:22 pm	2 in favor 0 opposed

Terry York, Assistant Administrator