

KENNEBEC COUNTY CO KENNEBEC COUNTY COMMISSIONERS MEETING

AGENDA

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DATE: APRIL 6, 2021

WORKSHOP: 11:00 AM – ZOOM

CALL TO ORDER: NOON - ZOOM

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: March 16, 2021

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) Status of Mental health contract at the jail

02-06) Motion and second to sign the Memorandum of Agreement with Casella for the Unity Township Road.

NEW BUSINESS

03-07) Motion and second to raise the publishing fees at Probate.

03-08) Motion and second to accept forfeiture monies in the amount of \$3,142 in the case of State of Maine vs Stephen Brown.

PUBLIC COMMENTS

EXECUTIVE SESSION

ADJOURNMENT

Commissioners Minutes

March 16, 2021

Present: Chairman Patsy Crockett, Nancy Rines, Commissioner, George Jabar, Commissioner Robert Devlin County Administrator, Terry York, Assistant County Administrator, Sheriff Ken Mason, Cindi Ferguson, Finance Director, Devon Parson, IT, Sean Goodwin, EMA, Shay Freeman, DA's Office

Absent: Richard Davies, Treasurer Kathy Ayers, Probate, James Saucier, Facilities Maintenance Beverly Bustin-Hatheway, Register of Deeds, Diane Wilson, D.A. Maeghan Maloney

	Discussion	Action
Call to order	12:00 pm	
Minutes	Motion and second to accept the minutes of March 2, 2021	3 in favor 0 opposed
County Administrator	<p>Robert Devlin, County Administrator: The incumbents have all indicated they would like to stay on the budget committee. Rome incumbent did not win the election and will need to speak with George about the next steps in the process. I will send out the notification that we need to hold a caucus in District 3 this week following a conversation with George about where we will hold the caucus.</p> <p>In response to Chairman Crockett's question regarding the first floor conference room repairs, Terry stated that maintenance was in the process of preparing the room for Augusta Fuel to come on Monday to begin repairs.</p>	Update
Human Resources	<p>Terry York, Assistant County Administrator: Second round of vaccines at the jail and others have been done.</p> <p>New PT Deputy has been hired – Nathaniel Sparling.</p> <p>The final National Guard employee serving in D.C. should be returning today.</p> <p>Statement of annual benefits has been distributed to all employees and some positive feedback has been received.</p>	Update Update Update Update
Treasurer	<p>Richard Davies, Treasurer: We are 72% through the fiscal year – the general fund is at</p>	Update

	Discussion	Action
	<p>approximately \$6 million and all invested in insured cash sweeps with Kennebec Savings Bank. Our investments came down a bit and are at \$2,137,000 – depending on interest rates, this can fluctuate a bit.</p> <p>There are a couple of warrants ready – one is the general warrant for bills and the other is \$8,000 in restitution payments to victims.</p> <p>I’m working with the auditors and state retirement as well as our payroll vendor to get some information on covered payrolls for our audit report.</p> <p>Tracie has been working with the SO to evaluate the Civil Process servers and that fund to see what can be done to increase revenue.</p> <p>I’ll be submitting the reimbursement for the victim’s advocate grant and the DA’s investigator under a couple of grants this week.</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: Absent.</p> <p>Shay Freeman: Trials are starting back up and we were given a date of May 5th and 6th for docket call. Jurors will be brought in in groups on May 10th. We were given a list of all trial-ready cases and there are currently 46 on the list.</p> <p>I met with Nancy, Bob and Maeghan last week about the employee survey and will be having a meeting next week to go over results.</p>	<p>Update</p> <p>Update</p>
EMA	<p>Sean Goodwin, EMA Director:</p> <p>LD 1008 with the Legislature for CMP and all the Cable companies act to improve outage repair service in the State of Maine.</p> <p>Requests for Covid PPE have slowed down a lot over the past</p>	<p>Update</p> <p>Update</p>

	Discussion	Action
	<p>month, as well as swabs too.</p> <p>Our office also stocks a limited amount of Covid PPE for use in Kennebec County. For after hour requests.</p> <p>Vaccine Site at the Augusta Civic Center going well! Hours to be added this week. State Legislatures still using a large part of the Civic Center. As it stands now, the Vaccine site can't grow any larger. Maine General Heath can't staff more than seven vaccine shooters and also needs more room for the observation area after one has gotten the shot. The 15 to 30 minute observation area.</p> <p>Office staff watching the Kennebec River, after two trips down to the Richmond Bridge, our office, asked MEMA to call off the USCG cutters. No need, river is flowing nicely at this time. Lots of floating ice but no problems seen.</p>	<p>Update</p> <p>Update</p> <p>Update</p>
Facilities	<p>James Saucier, Facilities Maintenance: Absent Bob: Some work has been started on the large conference room. Elevators are being inspected.</p> <p>I spoke with Ryan Bell at courthouse – there is a small leak around the chimney which goes into the jury room. I'll be getting in touch with roofer to see when they can get up there to look at it.</p> <p>I'll also be getting in touch with Northeast Labs to test the air at courthouse for mold etc.</p>	<p>Update</p> <p>Update</p> <p>Update</p>
Information Technology	<p>Devon Parsons, IT: Currently working in the jail and will be doing an IMC update next week. Video system wiring being done for routine projects in the jail.</p> <p>There was an IT cyber security audit done to see if any breaks could be found in networks. There is a lot of new stuff coming up and changes will be implemented. All in all, we scored pretty well (92 out of 100) in the audit and will work on anything new that comes through.</p>	<p>Update</p> <p>Update</p>
Probate	Kathy Ayers, Register of Probate: Absent	
Sheriff/Corrections:	Sheriff Ken Mason: There was a minor incident in Clinton where we assisted other agencies. All ended safely which we are	Update

	Discussion	Action
	<p>grateful for.</p> <p>Corrections: 125 inmates currently in the facility. We are up by 14 due to housing for Sheriff Morton and Penobscot County with their COVID outbreak.</p> <p>Capt. Slaney and Lt. Goodchild are doing a great job holding everything together. Every precaution is being taken and CDC recommendations are being followed.</p> <p>Dep. Ross is working out very well and getting used to the routine with us.</p> <p>We are looking at an LD for increasing the civil service fees and have support from members of the Legislature as there hasn't been an increase in 30 years.</p> <p>Commissioner Rines asked if the Sheriff has a training program for the people who have promoted. Sheriff responded that they are trained on each shift and are required to attend Supervisor training.</p>	<p>Update</p> <p>Update</p> <p>Update</p> <p>Update</p>
Project Updates	Bob Devlin: Nothing at this time.	
Old Business/ Follow Up Items	<ol style="list-style-type: none"> 1. Signature for approval of County Warrants 2. New Hire and termination change of status forms for approval. 3. Medical Contract (Mental health portion) 	<p>Update</p> <p>Update – will set up a Zoom meeting for a later date with Capt. Slaney</p>
Warrants		Signed
Change of Status	New hire, termination, step increases	Signed
New Business	21-06) Motion for Unity Township road project	Tabled
Executive Session		
Miscellaneous		
Adjournment	Adjourned at 1:40 pm	3 in favor 0 opposed