

***KENNEBEC COUNTY CO KENNEBEC COUNTY COMMISSIONERS MEETING***

**AGENDA**

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**DATE: April 2, 2019**

**WORKSHOP: 11:00 am**

**CALL TO ORDER: NOON**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES: March 19, 2019**

**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**

**NEW BUSINESS**

19-24) Motion and second to renew the lease with the Workforce Investment Act for office space at the Registry of Deeds.

19-25) Motion and second to extend the Registry of Deeds contract with Kofile.

**PUBLIC COMMENTS**

**EXECUTIVE SESSION**

**ADJOURNMENT**

## Commissioners Minutes

March 19, 2019

**Present:** Chairman Patsy Crockett, Nancy Rines, 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 Wurlpel, Jail Captain, Beverly Bustin-Hatheway, Register of Deeds, Sean Goodwin, EMA Director, James Saucier, Facilities Maintenance

**Absent:** Dave Hawke, IT, Kathy Ayers, Register of Probate, Maeghan Maloney, District Attorney

	Discussion	Action
<b>Call to order</b>	12:00 pm	
<b>Minutes</b>	Motion and second to accept the minutes of March 5, 2019	3 in favor 0 opposed
<b>County Administrator</b>	<p><b>Robert Devlin County Administrator:</b> We are working on the budget.</p> <p>I am drafting a letter to the towns regarding the communications issue that is like a survey, so that we can get a response. No one has gotten back to us regarding the first letter we sent out; we need to know if everyone knows what is going on and get them engaged.</p> <p>Jail bills are piling up; there are at least four or five on jail funding; they tabled them all and will try to condense them into one bill.</p> <p>MMA has put in a bill to keep inmates on Medicaid, because we pay for their healthcare while they're in jail and then once they get out, they have no health care.</p>	<p>Update</p> <p>Update</p> <p>Update</p> <p>Update</p>
<b>Human Resources</b>	<p><b>Terry York, Human Resources Manager:</b> I'm still scanning files; I have Civil and the other departments left within the county.</p> <p>There are three new people that started at the jail this week; one was a part time person who went full time. We had one person resign this week.</p> <p>I'm still working on the budget.</p>	<p>Update</p> <p>Update</p> <p>Update</p>

	<b>Discussion</b>	<b>Action</b>
<b>Treasurer</b>	<p><b>Richard Davies, Treasurer:</b> The County continues to be in a strong financial position. We have \$5.6 million in the cash pool and \$2 million in the investment pool for a total of \$7.6 million. We are about seventy two percent of the way through the fiscal year.</p> <p>The warrant that you have today is for about \$235K.</p> <p><b>Peter Dunn, Finance Director:</b> The field work for the audits is complete; I'm sure they will have some final questions.</p>	<p>Update</p> <p>Update</p> <p>Update</p>
<b>Deeds</b>	<b>Beverly Bustin-Hatheway, Register:</b> Everything is going well	Update
<b>District Attorney</b>	Absent	
<b>EMA</b>	<p><b>Sean Goodwin, EMA Director:</b> People in the office have been upgrading their certificates; there are a lot of online courses.</p> <p>The river is free from Waterville to Augusta; everything is melting the way we would like it to. Most of the snow up north hasn't melted yet; it's just retaining water and there's anywhere from four to six feet up there. That will eventually get into the river basin and head down to see us.</p>	<p>Update</p> <p>Update</p>
<b>Facilities</b>	<b>James Saucier, Facilities Maintenance:</b> The pipes that go into the sprinklers have debris building up. The system was put in in 1992, so we will be flushing them. <b>Chairman Patsy Crockett:</b> who discovered there was a problem? <b>James Saucier, Facilities Maintenance:</b> There is an inspection of the pipes themselves every five years.	Update
<b>Information Technology</b>	<b>Dave Hawke, IT:</b> Absent	
<b>Probate</b>	Absent	
<b>Sheriff/Corrections:</b>	<p><b>Sheriff Ken Mason, Corrections:</b> We have 152 inmates at the jail.</p> <p>Recruitment is up. The academy has the ALERT test every other Monday and Wednesday, and it was suggested by Director Rogers, that we have someone up there during the ALERT testing with applications.</p> <p>We have one inmate down in Portland, who had a heart attack; they had to have a medical procedure done down there. We have</p>	<p>Update</p> <p>Update</p> <p>Update</p>

	Discussion	Action
	<p>one officer down there 24/7.</p> <p><b>Richard Wurpel, Jail Captain:</b> The MAT program is going along well; we should be up and running in two weeks. We already have at least seven that are ready to go into the program; we are waiting for Maeghan to clear about seven more, so we may start out with about fourteen. We are also getting a block ready for it. <b>Nancy Rines, Commissioner:</b> What does the initial phase of the program consist of? <b>Richard Wurpel, Jail Captain:</b> We screen the individuals in and then the initial phase is criminogenic thinking and then dealing with the drug issues also at the same time. Some people may need to go on suboxen, and some may not want or need to go on it. We will start with the males and if we can sustain it, we will do a female block also. <b>Chairman Patsy Crockett:</b> Will this take place in the house on Western Ave? <b>Richard Wurpel, Jail Captain:</b> The house will be used for continued treatment; so once they leave the jail, they will go to the house. It is a transitional housing and is used for those who have nowhere to go. <b>Chairman Patsy Crockett:</b> How many participants can the house hold? <b>Richard Wurpel, Jail Captain:</b> I believe fourteen, but I am not sure.</p> <p>Justice Murphy is going to be hosting a meeting on May 1<sup>st</sup>, and some of the justices from northern Kennebec and the DA's will be there. She wants to ensure that there is a plan with the courts and everyone to know what needs to be done in order to get folks into this program that need it.</p> <p><b>Sheriff Ken Mason, Law Enforcement:</b> Last week we had a full patrol staff meeting; we did a lot of training. We also had some updates to the NARCAN training.</p> <p>Last week Deputy Boudreau came upon a car in Vassalboro that was buried in a snow bank. The person driving was trying to get out. Deputy Boudreau was knocking on the window, but the person was ignoring him, so Deputy Boudreau used his helmet to</p>	<p>Update</p> <p>Update</p> <p>Update</p> <p>Update</p>

	<b>Discussion</b>	<b>Action</b>
	break the passenger window and reached in to shut off the ignition. The driver was having a stroke; medical came and assisted. Kudos to Deputy Boudreau.	
<b>Project Updates</b>	None at this time	
<b>Old Business/ Follow Up Items</b>	None at this time	
<b>Warrants</b>	March 19, 2019	Signed
<b>Change of Status</b>	New hire, termination, step increases	Signed
<b>New Business</b>	None at this time.	
<b>Executive Session</b>		No Action Taken
<b>Miscellaneous</b>	None at this time	
<b>Adjournment</b>	Adjourned at 12:40 pm	3 in favor 0 opposed

Terry York, Assistant Administrator