

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

**AGENDA**

**AGENDA**

**AGENDA**

**DATE: MARCH 16, 2021**

**WORKSHOP: 11:00 AM – ZOOM**

**CALL TO ORDER: NOON - ZOOM**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES: March 2, 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

**NEW BUSINESS**

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

**PUBLIC COMMENTS**

**EXECUTIVE SESSION**

**ADJOURNMENT**

## Commissioners Minutes

March 2, 2021

**Present:** Chairman Patsy Crockett, Nancy Rines, Commissioner, George Jabar, Commissioner Robert Devlin County Administrator, Terry York, Assistant County Administrator, Richard Davies, Treasurer, Beverly Bustin-Hatheway, Register of Deeds, Diane Wilson, Deeds, Chief Al Morin, D.A. Maeghan Maloney, Cindi Ferguson, Finance Director, Devon Parson, IT, Sean Goodwin, EMA, Art True, EMA

**Absent:** Sheriff Mason, Kathy Ayers, Probate, James Saucier, Facilities Maintenance

	Discussion	Action
<b>Call to order</b>	12:00 pm	
<b>Minutes</b>	Motion and second to accept the minutes of February 16 & 18, 2021. Note: The Facilities Manager is not present for the meeting	3 in favor 0 opposed
<b>County Administrator</b>	<p><b>Robert Devlin, County Administrator:</b> I've been on contact with Clark from Hawk's Ridge and he has secured funds and I'll be sending the MOU to George to look at very soon. Children's Center – we will add the amendment to the agenda.</p> <p>I'll also check the MOU for Unity and send over to George. If we need another quick meeting we can do that.</p>	<p>Update</p> <p>Update</p> <p>Update</p>
<b>Human Resources</b>	<p><b>Terry York, Assistant County Administrator:</b> Draft budget was given to Bob and I will be completing year-end statements this week for all employees. Bob will begin meeting with department heads after reviewing the budgets. Three orientations were done this week – one deputy and two corrections officers.</p>	<p>Update</p> <p>Update</p>
<b>Treasurer</b>	<p><b>Richard Davies, Treasurer:</b> We have \$6,601,000 in the general fund and \$2,149,000 in the investment pool. The annual income will be calculated later today and I think we'll be in good condition.</p> <p><b>Cindi Ferguson:</b> Tracie has done some paperwork with the state to get about \$3000 in unclaimed property due to the county. This is most likely from returned checks or otherwise that didn't make their way to us. She is also finalizing a report to submit to</p>	<p>Update</p> <p>Update</p>

	Discussion	Action
	<p>the state through end of February for jail expenditures and Sandra is finishing up a warrant that is not quite ready yet. This will be a larger warrant (approx.. \$375,000) which includes vehicles for the Sheriff’s Office and medical billing for the jail, also Atlantic Partners and EMA were able to work a good price for gloves for the jail. There is also a first payment for liability insurance of \$140,000.</p>	
<b>Deeds</b>	<p><b>Beverly Bustin-Hatheway, Register of Deeds:</b> We are up \$23,840 for the month and \$135,446 for the year. The RETT (Real Estate Transfer Tax) bill will be up for discussion again and there are some that don’t want this tax due to COVID.</p>	Update
<b>District Attorney</b>	<p><b>Maeghan Maloney, District Attorney:</b> The office is very busy, we are back to in-person arraignments and in-person court this month. I’m expecting that a jury trial will be scheduled soon. There is a meeting Thursday to get further info. The article in Bangor Daily News had some good information regarding our case numbers and as far as the entire state, we are in a good spot.</p> <p><b>Commissioner Rines:</b> There is legislation regarding defunding the police and the funds going elsewhere – are you involved with that? <b>Maeghan:</b> As far as these bills, a prosecutor will be assigned to anything that involves us and we’d vote yes or no depending on support for it.</p>	Update  Update
<b>EMA</b>	<p><b>Sean Goodwin, EMA Director:</b> We have a good spend-down on 2020 Homeland Security funds and the 2021 requests are in the office and we’ll be going over those to see which ones we can fund and are allowed to fund.</p> <p>Still doing PPE orders for facilities throughout Kennebec County and we do have a small stockpile of PPE to be used for emergency or small orders.</p> <p>Vaccinations at the Civic Center are going very well. On the 10<sup>th</sup> and 11<sup>th</sup> they will have to close for legislature and will pick up again on the 12<sup>th</sup>.</p> <p>Notices have been sent out regarding the river level as snow starts melting we will need to start watching it.</p>	Update  Update  Update  Update
<b>Facilities</b>	<p><b>James Saucier, Facilities Maintenance:</b> Absent</p> <p><b>Bob:</b> I will be calling Augusta Fuel – the equipment should be in</p>	Update

	<b>Discussion</b>	<b>Action</b>
	and we'll see where we stand with that. Once again we're thankful for the jail crews helping out with snow and all else. We will need to keep an eye on the chimney flashing at courthouse in the spring.	
<b>Information Technology</b>	<b>Devon Parsons, IT:</b> Keeping busy with service calls and no large concerns.	Update
<b>Probate</b>	<b>Kathy Ayers, Register of Probate:</b> Absent	Update
<b>Sheriff/Corrections:</b>	<b>Sheriff Ken Mason:</b> Absent <b>Chief Al Morin:</b> Things are going well at the jail, a lot of promotions within the administrative and supervisory staff. 132 population with 12 inmates taken from Penobscot due to the outbreak at their facility – all are being quarantined in their own block and no one is sick. Capt. Slaney is working on the final contract for the jail medical vendor. Two will be going to BLETP – hopefully for in-person classes soon. Cruisers are in and being outfitted with equipment.  <b>Lt. Read :</b> We've hired Dep. Dan Ross – previously from Gardiner PD and with military experience and will be a very good fit with our staff.	Update Update Update Update Update Update
<b>Project Updates</b>	<b>Bob Devlin:</b> All on schedule – just waiting on information from the conference room project.  I did meet with the jail staff and spoke with them about their project priorities which we'll need to start looking at.	Update Update
<b>Old Business/ Follow Up Items</b>	1. Signature for approval of County Warrants 2. New Hire and termination change of status forms for approval. 3. Medical Contract – being reviewed.	Update
<b>Warrants</b>		Signed
<b>Change of Status</b>	New hire, termination, step increases	Signed
<b>New Business</b>	<b>02-04)</b> Motion and second to finalize the agreement with Casella for Unity Township road. <b>05-05)</b> Motion to accept lease amendment for the Children's Center.	Tabled 3 in favor 0 opposed
<b>Executive Session</b>	None at this time	

	<b>Discussion</b>	<b>Action</b>
<b>Miscellaneous</b>	None at this time.	
<b>Adjournment</b>	Adjourned at 1:36 pm	3 in favor 0 opposed

Terry York, Assistant Administrator