

KENNEBEC COUNTY CO KENNEBEC COUNTY COMMISSIONERS MEETING

AGENDA

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DATE: JUNE 1, 2021

CALL TO ORDER: NOON - ZOOM

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: May 18, 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

Follow Up Items:

Spirit of America
Walk through at the Court house

NEW BUSINESS

PUBLIC COMMENTS

EXECUTIVE SESSION

ADJOURNMENT

	Discussion	Action
	<p>Commissioner Rines: What about the bill of sale? County Administrator Bob Devlin: I've sent it out and Steve Smith is wanting to move forward as soon as possible with the Melville Fuller statue. Commissioner Rines: We will need to have the Commissioners' signatures on the bill of sale. Chairman Crockett: Going forward, we will be doing that on all items. County Administrator Bob Devlin: I'll get it back from him and get the signatures.</p> <p>Commissioner Rines: Are we going to get copies of the recovery act? County Administrator Bob Devlin: I emailed that to everyone. Commissioner Rines: You can just print them off for me and I'll pick them up.</p> <p>Chairman Crockett: Bob, if we could get back to having items that are pending on the agenda instead of just on the minutes that would be helpful for everyone.</p>	<p>Update</p> <p>Update</p> <p>Update</p>
Human Resources	<p>Terry York, Assistant County Administrator: Four new hires are starting at the jail on Monday.</p> <p>Budget will be printed tomorrow and will be dropped off and mailed out to the towns. Public Hearing notices have already been in the paper.</p> <p>We conducted interviews at Deeds and will be reviewing candidates for when Sharon retires. County Administrator Bob Devlin: Beverly has some additional unspent funds in the professional services line and if we can move those over we could keep Sharon on for a short period as a part-timer to train the new person.</p> <p>Commissioner Rines: Did you check with MMA about the job posting they were doing? Asst. County Administrator Terry York: I did check and it would cost the county a lot of money to take part in that. I've asked Jason to do our own Facebook profile and put the same type of thing together that would be just for our jobs.</p>	<p>Update</p> <p>Update</p> <p>Update</p> <p>Update</p>

	Discussion	Action
Treasurer	<p>Richard Davies, Treasurer: The County continues to be in strong financial standing with \$3,728,000 in the insured cash sweep at Kennebec Savings and \$2,143,000 in the investment pool and staying steady since the last meeting.</p>	Update
	<p>There is a warrant today for \$200,000 - majority being for jail and DA's office expenses as well as a buyout with the Sheriff's Office.</p>	Update
	<p>Cindi Ferguson, Finance Director: Terry and I have been working with MEPERS for a routine review of documents and process.</p>	Update
	<p>Tracie and I have also been working at Deeds in going through some unclaimed property that may be available.</p>	Update
	<p>I've also spoken with the auditors and they anticipate getting a draft to us in the next couple weeks for the FY20 audit report. I'm hoping for less revisions as in past years.</p> <p>Tracie made a deposit yesterday for approx. \$224,000.</p>	Update
Deeds	<p>Beverly Bustin-Hatheway, Register of Deeds: The interview with the new candidate went extremely well.</p>	Update
	<p>Diane Wilson, Deeds: Financial update will be available at next meeting.</p>	Update
District Attorney	<p>Maeghan Maloney, District Attorney: The current issue in our office is whether we will continue following the Governors' orders regarding COVID as we have done from the beginning. As of May 23rd, masks will not be required outside and if vaccinated (honor system) would not have to wear a mask inside.</p> <p>Commissioner Rines: I think there are different interpretations, what would you like from us?</p> <p>Maeghan Maloney, District Attorney: I would send out her specific order so that there is no other interpretation of it. The CDC is more 'open' and I feel going with Gov. Mills is a bit less.</p> <p>Commissioner Rines: I think we should have some discussion about this.</p>	Update

	Discussion	Action
	<p>Chairman Crockett: How about Probate since they are right next door?</p> <p>Kathy Ayers, Probate: Well we would have to know what is in the order first. I was ready to open up June 1st with the exception of handicapped access which brings up the situation of whether we have funds to fix that hallway through the DA’s Office. If there’s money for that – if it doesn’t get fixed you’re going to get sued. Something needs to be done to fix that where people walk through it’s not wide enough to walk through if someone is at the window paying their restitution. I’m trying to be proactive for the senior citizens and handicapped people that are coming through there when we do open up. County Administrator Bob Devlin: We will make sure the way is clear and there aren’t any obstructions.</p> <p>Kathy Ayers, Probate: I think all commissioners should come down and take a walk through and see what it is. Commissioner Rines: That’s a great idea, let’s start there.</p> <p>Chairman Crockett: Bob, could we schedule a walk-through sometime next week? County Administrator Bob Devlin: Sure we will do that.</p> <p>We’ve started jury trials and it is going well. Last week we had 11 pages of names for jury selection and out of that only one person requested jury trial which is helpful to shrink the backlog.</p> <p>Commissioner Rines: Bob, can you draft something as far as what we as a County approve for the new rules for masks and COVID?</p> <p>Maeghan Maloney, District Attorney: I’ve found the link for the Governor’s mandate and will leave it in the chat box if anyone wants to look at it.</p>	<p>Update</p> <p>Update</p>
EMA	<p>Sean Goodwin, EMA Director: A big thank you to all the volunteers at the vaccination clinics as well as military members taking part and the Sheriff for allowing us to use the electronic sign.</p> <p>There is a drop in requests for testing swabs which is concerning in part that the nursing homes that should be testing frequently.</p>	<p>Update</p> <p>Update</p>

	Discussion	Action
	The numbers are a bit concerning and especially because even if someone is vaccinated, they can still catch the virus it just hopefully won't be as bad.	Update
Facilities	James Saucier, Facilities Maintenance: Absent County Administrator Bob Devlin: Roof repair happened very quickly and they are finishing up with gutters. RFP for the road in Unity is out.	Update
	We are working with the jail on the water treatment system and to preserve the pipes.	Update
Information Technology	Devon Parsons, IT: All is going well and we have renewed two contracts for camera equipment and battery backups for the servers. Commissioner Rines: Were those contracts signed by Commissioners? Devon: Bob signed it. Commissioner Rines: Again, we have to make a change to the process.	Update
Probate	Kathy Ayers, Register of Probate: We are at \$16,869 for the month and approximately \$4000 over projected revenues for the year so we should have a surplus.	Update
	I have a list to send Bob for a door that shuts on my office.	Update
Sheriff/Corrections:	Sheriff Ken Mason: Calls for service are steady with nothing very critical.	Update
	The third and final deputy for this budget has been sworn in and he will be starting June 7 th . This brings us up to staff.	Update
	Regarding the electronic sign, it is available for any municipality to utilize. It was bought through a grant with EMA and we are grateful for it.	Update
	Capt. Slaney: Population is 126 in the facility. We had some inmates sent to DOC and there are still a few females that will be sent to DOC once their cases are cleared up.	Update
	We are still standing strong as one of the only facilities to not have a COVID outbreak and that is due to the precautions the staff has taken throughout the pandemic. We've vaccinated all	Update

	Discussion	Action
	<p>inmates that want to be vaccinated and will continue to provide.</p> <p>Commissioner Rines: What is the status on CARA and the other program that was with the legislature: Bob: Rep. Warren reached out and she wants to make sure that CARA is continued and will be having her analyst contact me.</p> <p>Sheriff Mason: I'd like to state in regards to the mandates with CDC and the state – we are not changing anything we're doing at the jail. We've kept it out of the facility and we will continue with what we're doing because it's working. Kudos to all the staff in Corrections and LE. Capt. Slaney and I will discuss the mask requirements when not around inmates and in other capacities.</p>	<p>Update</p> <p>Update</p>
Project Updates	Covered earlier	
Old Business/ Follow Up Items	None at this time	Update
Warrants	1. Signature for approval of County Warrants	Signed
Change of Status	New hire, termination, step increases	Signed
New Business	None at this time	
Executive Session	<p>Motion by Commissioner Jabar seconded by Commissioner Rines to go into Executive Session in accordance with 1 MRSA §405-6-A to discuss a personnel matter and 1 MRSA §405-6-D to discuss labor contracts.</p> <p>Into Executive Session at 1:57 PM. Out of Executive Session at 1:20 PM.</p>	<p>3 in favor 0 opposed</p> <p>No action taken</p>
Miscellaneous		
Adjournment	Adjourned at 1:20 PM	3 in favor 0 opposed

Terry York, Assistant Administrator