

KENNEBEC COUNTY CO KENNEBEC COUNTY COMMISSIONERS MEETING

AGENDA

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DATE: JUNE 2, 2020

WORKSHOP: 11:00 am

CALL TO ORDER: NOON via ZOOM CALL 622-0971 FOR INFORMATION TO JOIN THE ZOOM MEETING

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: May 19, 2020

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

PUBLIC COMMENTS

EXECUTIVE SESSION

ADJOURNMENT

	Discussion	Action
	<p>ahead and signed it anyway. Their attorney wrote this lease; they are in a big competition with their insurance companies because the way their lease was written, is that they have to insure their building themselves; it's their responsibility. Now they are trying to turn this around by saying when we scanned it, we missed a page, and it somehow changed the lease. We never touched the lease, other than signing it.</p> <p>I am wrestling with how we can hold a public hearing. The law says we hold one in Northern County and one in Southern County; Waterville and Augusta. My thoughts are that we could do it here in Augusta, invite the public to the window in our conference room downstairs and the elected officials on the committee could attend by Zoom. I am reluctant to open Zoom to the public, as it could get unmanageable. We could also do something similar, with just me downstairs; if they have a question, just come to the window and I can answer questions.</p> <p>Chairman Patsy Crockett: Augusta is doing something similar with Zoom; there is a phone number that is given to the public, they call in ask their question to a clerk, and the clerk reads the question on Zoom. Robert Devlin County Administrator: That's not a bad idea. Chairman Patsy Crockett: When do you plan on having these meetings? Robert Devlin County Administrator: I'm thinking the first week or second week of June.</p> <p>There has been discussion on how to reopen; I think that as we reopen to the public, at a minimum, the public must wear a mask when meeting with our staff, and our staff must wear a mask when meeting with the public. Most of our work happens behind glass barriers. We also have to emphasize with our employees that their behavior outside the office have to govern our actions too. Are they social distancing? If you're not social distancing and practicing good hygiene, then they need to wear a mask the entire time while they are at work. Certainly, it will be hard to prove.</p>	<p>Update</p> <p>Update</p> <p>Update</p>
Human Resources	Terry York, Assistant County Administrator: I got the budget	Update

	Discussion	Action
	<p>done; it has been sent to the Copy Center to be printed. The copies will be ready on Wednesday to be mailed out to the towns, along with a public hearing notice.</p> <p>I've been doing some orientations and catching up on paperwork that piled up</p>	Update
Treasurer	Richard Davies, Treasurer: The cash position is \$3.2 million and a little over \$2.1 million in the investment pool.	Update
Deeds	Beverly Bustin-Hatheway, Register of Deeds: Things are running smoothly; the staff has been doing what is necessary to keep the office clean and practicing social distancing.	Update
	We are up \$142K over last year.	Update
District Attorney	<p>Maeghan Maloney, District Attorney: We have the court starting up more hearings; navigating those waters of being in the courtroom and needing to ramp up the number of people in the office. This is why we are now having the conversation about masks. Before, we didn't have enough people to bump into each other.</p> <p>What the court is doing right now, is we have dispositional conferences on Tuesday and Thursday, and then any cases that were settled, we are doing three, Monday, Wednesday and Friday in addition to the in custody. The dispositional conferences are held all day. It's been great because we are settling a lot of cases and these cases do need attention. For July, we will have full in person arraignments, and the courts told me that they will have seventy- five people a day, so they will stagger the times. We will have twenty- five people coming in at 8:30; twenty- five at 10:30, and twenty- five at 1:00. We will wear masks, and the public will also be asked to wear masks. I think my concern is going to be if someone doesn't bring a mask, I would like to have one to give them; maybe not for the courthouse, but certainly for if someone comes here to the DA's office and they want to come in, but don't have a mask. We've put some surveys out there so we can gather opinions from my very diverse office. There certainly should be some consistency</p>	<p>Update</p> <p>Update</p>

	Discussion	Action
	with Probate, as well.	
EMA	Sean Goodwin, EMA Director: We have a number of things going on; We are at a point where we are trading Hazmat boots for PPE to the hospitals or finding donations on people's front porches and stuff like that. PPE on a state level, some of it is hard to get, and some of it is easy to get.	Update
	Bob and I talked about the issue of supplying each county employee with two of those cloth masks. Through FEMA, we believe we can do that; I am a bit reluctant to say that we can take and give the masks to everybody who visits the county, as we only have so many of them. But we are more than willing to give up enough masks, two for each county employee. We have already started to give some out anyway.	Update
	Our big trade with the hospital today was, we traded them Hazmat boots for surgical gowns because the state cannot produce those at this present time.	Update
	Both of our planners are exclusively working from home; one is working on the Mitigation Plan, and the other is working on basically the going back to work plan that we are supposed to have on our shelf; we've never had one because we have never been in this type of position before.	Update
	There's an initiative out that FEMA wants to give each one of our facilities and the county that are storing large amounts of hazardous materials, they want us to give them cloth masks so they can return to work.	Update
	We are also working with our designated liaison from the CDC in getting some of our facilities, long term care facilities in the county, ready for fit testing so they can use N95 masks.	Update
Facilities	Robert Devlin County Administrator, for Facilities: Nothing is on schedule. Billy has been cleaning all surfaces that have been touched, constantly; he is doing a great job.	Update
Information Technology	Devin Parsons, IT: Everything is still running good; no issues.	Update

	Discussion	Action
	I worked with Bob this morning to renew the contract for the battery backup for the server room to keep the system running smoothly.	Update
Probate	Kathy Ayers, Register of Probate: We were down a lot financially last month; however, I don't fear not making our projection, we just won't be over like we usually are.	Update
Sheriff/Corrections:	Sheriff Mason, Corrections: We have 90 inmates at the jail. All the staff is doing well.	Update
	The court system and the DA's office and Law Enforcement are really working well together.	Update
	Dan Brunelle took over Jason Stonier's maintenance position at the Jail, leaving a position empty for a maintenance tech. Sgt. Darling, who was the midnight to 8 Sgt., has accepted that position. We will have some movement within the staffing at the Jail; new Sgt., new Corporal.	Update
	We had three new Corrections Officers start a few weeks ago; our staffing level continues to go up.	Update
	Sheriff Mason, Law Enforcement: We have received a \$25K check yesterday for the K-9 Stanton Grant. I think we may have missed the window to buy a particular dog, but I wasn't comfortable buying a dog when we didn't have money in our pocket. Now that we have the money, we will find that animal and purchase it. We are using the same vendor that we purchased Vixen from, as we have had good luck with him.	Update
	Domestic Violence calls are up.	Update
	We are doing our best to practice social distancing.	Update
Project Updates	We are going to need to replace the roof over at the courthouse; we will have some costs, but the risk pool should cover most of it.	Update
Old Business/ Follow		

	Discussion	Action
Up Items		
Warrants	May 19, 2020	Signed
Change of Status	New hire, termination, step increases	Signed
New Business	20-15) Motion and second to renew the Central/Western Maine Workforce Development Board's lease on the office space at Deeds for one year at \$100 a month. 20-16) Motion and second to renew the Tran annual service contract at the Jail	3 in favor 0 opposed 3 in favor 0 opposed
Executive Session		No Action Taken
Miscellaneous	None at this time	
Adjournment	Adjourned at 1:14 pm	3 in favor 0 opposed

Terry York, Assistant Administrator