

KENNEBEC COUNTY CO KENNEBEC COUNTY COMMISSIONERS MEETING

AGENDA

AGENDA

AGENDA

DATE: SEPTEMBER 15, 2020

WORKSHOP: 11:00 am

CALL TO ORDER: NOON

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: September 1, 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

Commissioners Minutes

September 1, 2020

Present: Chairman Patsy Crockett, Nancy Rines, Commissioner, George Jabar, Commissioner, Robert Devlin County Administrator, Terry York, Assistant County Administrator, Cynthia Ferguson, Finance Director, Tracie Lesperance, Finance/HR Assist., Maeghan Maloney, District Attorney, Sheriff Ken Mason, Sean Goodwin, EMA Director, Devon Parsons, IT, Beverly Bustin-Hatheway, Register of Deeds

Absent: Richard Wurpel, Jail Captain, Dave Hawke, IT, James Saucier, Facilities Maintenance, Richard Davies, Treasurer, Kathy Ayers, Register of Probate

	Discussion	Action
Call to order	12:00 pm	
Minutes	Motion and second to accept the minutes of August 18, 2020	3 in favor 0 opposed
County Administrator	<p>Robert Devlin, County Administrator: Taxes are coming in; a majority of towns are taking the sixty percent option. We have received a few taxes from the larger communities that are keeping us well funded.</p> <p>On your agenda today, is an FY19 surplus of \$86,602 that I recommend be moved to Capital Improvements. Also on the agenda is the bid award for the Deeds preservation project.</p>	<p>Update</p> <p>Update</p>
Human Resources	<p>Terry York, Assistant County Administrator: We had one resignation at the jail today, and one intern that asked to go full time. Interviews were held yesterday for five corrections officer positions.</p> <p>Also on the agenda is the Workers' Compensation Safety Incentive Program to be voted on. We can save seven and a half percent on our Workers' Comp premium every year if we participate.</p>	<p>Update</p> <p>Update</p>
Treasurer	<p>Cynthia Ferguson, Finance Director: Our general fund this morning had \$6 million, and we have a little over \$1 million transaction from the City of Augusta for their tax payment; that will be finalized today.</p> <p>Our investment pool is at \$2.1 million.</p>	<p>Update</p> <p>Update</p>

	Discussion	Action
	<p>Sandra has been busy processing warrants; some of the big expenditures that we had are the end of month payroll taxes and the medical expense. The medical expense for the County as a whole is \$166K.</p> <p>Tracie has been busy processing the municipal tax checks as they come in.</p> <p>Tracie and I have been looking at FY20 to see if there are entries to be done as we prepare for the FY20 audit. We are making sure that we accrue the revenue that we haven't gotten in on the grants yet; some of the federal grants are a little low on reimbursing us.</p> <p>Next week there is a virtual audit by the State regarding the Victim's Advocate grant; this is something they do every two years. They review the way it is working from a functional point of view as well as the finance.</p>	<p>Update</p> <p>Update</p> <p>Update</p> <p>Update</p>
Deeds	<p>Beverly Bustin-Hatheway, Register of Deeds: We are doing very well; we are \$29,623.52 over last year.</p> <p>Our Kofile Representative, Bill Stewart is here to accept the award for the bid on the Deeds preservation project. We have 50 books in all. Bill has been with us for a long time, as our software is part of their business. Many of the Counties in Maine use them for preservation and software.</p>	<p>Update</p> <p>Update</p>
District Attorney	<p>Maeghan Maloney, District Attorney: I just had a half-time ADA give his resignation; I am very sad to get that news. It will be hard to have that position vacant, even though it is a 20 hour a week position, it does make a big difference. We currently have another attorney out on maternity leave; it will be tight.</p> <p>We are starting to have trials in September; we have docket call today, so by the end of the day we will know which cases are being prioritized and which ones are going forward in September. We have jury selection next week; we will see how</p>	<p>Update</p> <p>Update</p>

	Discussion	Action
	<p>that goes. Masks will be required.</p> <p>All of the staff is currently coming in everyday, but we are trying to keep the offices less populated.</p> <p>Nancy Rines, Commissioner: I read your article about Vaping. What can we do to assist? Maeghan Maloney, District Attorney: Just getting the word out on how dangerous it is.</p>	Update
EMA	<p>Sean Goodwin, EMA Director: We are keeping steady; PPE requests are coming in. We are actually refusing some of them because they are from Schools and they are having a hard time getting all their needed PPE from the Department of Education, not from MEMA and CDC. That is an ongoing battle that we are having, because we are having to refer them back to DOE and they are not really happy because they are not getting the response they want from DOE. It is getting better; the supply train is ramping up well, but it is just taking time and people want it right now, they don't want to wait.</p> <p>The mitigation plan is coming back to haunt all the towns in Kennebec County; the good thing is, we are ahead of the curve on it and probably will not get a contractor like we planned. Jason Decker, our part-time planner is actually doing it and it is working out well.</p> <p>All of the Counties are pushing MEMA to start talking about vaccination sites; we call them PODS. These PODS have been planned across the State to get vaccinations from your vehicle; basically you roll your window down and stick your arm out for a shot.</p> <p>We are seeing an increase in Covid cases in the State, with York County being the biggest hotspot. There are 56 staff members within the County government, and 10 secondary cases. The secondary cases are where someone that worked at York county and took it home. We really need to keep up our vigilance; if you look at the numbers, no matter where they come from, social distancing and wearing masks do help. This isn't going away.</p>	<p>Update</p> <p>Update</p> <p>Update</p> <p>Update</p>

	Discussion	Action
	<p>The schools can open, but half of them may close again.</p> <p>Chairman Patsy Crockett: Will the PODS be for the flu vaccine or what they hope to be the vaccine for Covid-19? Sean Goodwin, EMA Director: At some point, there may be a vaccine for Covid. The Government is looking for a vaccination that is 50% preventative, which is garbage. There is talk of two shots; if you get one in September, you'll go back for a second shot.</p>	Update
Facilities	<p>James Saucier, Facilities Maintenance: Bob: Nothing is on schedule.</p> <p>We will need to look at getting the parking lot fixed before winter,</p>	Update Update
Information Technology	<p>Devin Parsons, IT: Everything is going well; calm and quiet.</p> <p>I have been working with LT. at KSO so we can purchase a couple of laptops for the new deputies.</p>	Update Update
Probate	Kathy Ayers, Register of Probate: Absent	
Sheriff/Corrections:	<p>Sheriff Mason, Corrections: We have 141 inmates; staffing is still up.</p> <p>Sheriff Mason, Law Enforcement: Yesterday was an unusual day; we had a gentleman call and said they had been shot. When we got to the scene, the guy was in fact shot, and it appears to be self-inflicted. We are unsure if it was intentional or accidental.</p> <p>We've had a lot of car/deer accidents.</p> <p>Our radio tower is all done now. Bolton Hill was purchased by Horizon Technologies for \$18K and it will cover Randolph, Pittston, and part of Farmingdale. The system wasn't up to what they said it should be so Dan Ouellette put the money into it and now we're good.</p>	Update Update Update Update
Project Updates	None at this time	
Old Business/ Follow Up Items	None at this time	

	Discussion	Action
Warrants	September 1, 2020	Signed
Change of Status	New hire, termination, step increases	Signed
New Business	20-32) Motion by Commissioner Jabar, seconded by Commissioner Rines to adopt the MMA Workers' Compensation Safety Incentive Program Resolve.	3 in favor 0 opposed
	20-33) Motion by Commissioner Rines, seconded by Commissioner Jabar to award the bid for Plan Preservation at the Registry of Deeds.	3 in favor 0 opposed
	20-34) Motion by Commissioner Rines, seconded by Commissioner Jabar to accept a donation in the amount of \$400 from the Old South Congregational Church Outreach Team for the inmates at the Kennebec County Jail.	3 in favor 0 opposed
	20-35) Motion by Commissioner Jabar, seconded by Commissioner Rines to apply surplus funds from FY 2019 in the amount of \$86,602 to Capital Improvements.	3 in favor 0 opposed
Executive Session	None at this time	
Miscellaneous	None at this time	
Adjournment	Adjourned at 12:41 pm	3 in favor 0 opposed

Terry York, Assistant Administrator