

Commissioners Minutes

September 15, 2020

Present: Chairman Patsy Crockett, Nancy Rines, Commissioner, Robert Devlin County Administrator, Richard Davies, Treasurer, Cynthia Ferguson, Finance Director, Tracie Lesperance, Finance/HR Assist., Maeghan Maloney, District Attorney, Sheriff Ken Mason, Sean Goodwin, EMA Director, Devon Parsons, IT

Absent: George Jabar, Commissioner, Terry York, Assistant County Administrator, Richard Wurlpel, Jail Captain, Dave Hawke, IT, James Saucier, Facilities Maintenance, Kathy Ayers, Register of Probate, Beverly Bustin-Hatheway, Register of Deeds

	Discussion	Action
Call to order	12:00 pm	
Minutes	Motion and second to accept the minutes of September 15, 2020	2 in favor 0 opposed
County Administrator	<p>Robert Devlin, County Administrator: We get quarterly reports from the Health Trust and we are at 66% of claims. There are no claims over \$50K; we are doing well. The better we do, the better our premiums are. We've had a couple of good years.</p> <p>Nancy Rines, Commissioner: Were we able to get a copy of the Workers' Comp report? Robert Devlin, County Administrator: Terry has gotten a copy of a report, but she is tied up right now. We don't get a report from Workers' Comp on a regular basis, we have to request something from them.</p>	Update
Human Resources	<p>Tracie Lesperance, Finance/HR Assist: Terry is at a virtual Hire-A-Vet job fair.</p> <p>We passed on an application for a Corrections position, to Sheriff.</p> <p>I have finished the draft of the Employee Handbook, and have passed it on to Terry, for her review, then it will go to Bob, and I will make any necessary changes. Once changes have been made, the handbook will go out to the Department heads, and then the Commissioners will review it. The handbook is a condensed version of the policies, because typically, when someone gets hired, they receive this big book of policies. Some of these policies don't pertain to everyone. So we condensed it to</p>	<p>Update</p> <p>Update</p> <p>Update</p> <p>Update</p>

	Discussion	Action
	give a brief overview of the policies, and if they want to read a policy in its entirety, they can look at the book in HR. There are no new policies; just policies that we already have.	
Treasurer	Richard Davies, Treasurer: We are about 20% through the fiscal year; the investment pool is at \$2,160,000.	Update
	We have received about \$6.5million of the \$12million tax receipts. So far, thirteen of the municipalities have opted for the 60/40 payment.	Update
	The warrant for today is \$161K; the major items are jail food at \$15,400; Jail medical, \$9,606; Pretrial, \$18,177; and all others, \$108K.	Update
	Cynthia Ferguson, Finance Director: I do have some good news. Next week the State will be sending out our Community Corrections money, and that is about \$185K.	Update
	Kelly and I met with the State auditor for the Victims Advocate grant; there are a few things she would like us to send in.	Update
	The Maine State Retirement System is going to require by the end of the year, that we pay directly from the bank rather than sending a check in. We are starting to work with them to get that process ready; when we set up the ACH withdraws, it will have a two person approval requirement for the money to be sent out.	Update
	We did pay out \$11K on this warrant for the generator at the jail as part of the upgrade.	Update
	Yesterday, Tracie spent a good portion of the day researching why the bank denied a postal money order. They said it had been doctored up, but she went to the Post Office and got that straightened out.	Update
As many of you know, President Trump has said that there would be a bit of a holiday from withholding social security	Update	

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	taxes from peoples pay, which would all have to be paid back in January. Another issue with that, is if an employee separates from service, who pays the bill? So Bob decided that we would not participate in that program.	
Deeds	Beverly Bustin-Hatheway, Register of Deeds: Absent	Update
District Attorney	Maeghan Maloney, District Attorney: We have jury trials this month, and the good news is that everyone who is in custody, was offered an opportunity to have a jury trial this month. Some people have decided to accept a plea offer or to have their case continued. We ended up picking two misdemeanor OUI cases because we didn't need to offer that to people in custody. One case is supposed to start today, and one the officers was not able to participate in the hearing due to an illness at home, so we asked to have the hearing done remotely; that was denied and the court decided to continue the case until April. We have another jury trial coming up, hopefully we will be able to go forward with that one. I am realizing what the difficulty is with getting our witnesses into the courtroom.	Update Update
EMA	Sean Goodwin, EMA Director: The number of Covid cases are not going down; it is still spreading. There is no vaccine on the horizon like people are saying. Bob signed the 2020 Homeland Security Grant paperwork this morning, so we will resubmit that. We should know more later in the month.	Update Update
Facilities	James Saucier, Facilities Maintenance: Bob: They are fixing the parking lot.	Update
Information Technology	Devin Parsons, IT: I am just getting back from vacation; I was gone last week. Everything went well; Jason did a good job. There is a new version of IMC waiting to be upgraded sometime down the road.	Update Update
Probate	Kathy Ayers, Register of Probate: Absent	
Sheriff/Corrections:	Sheriff Mason, Corrections: We have 139 inmates. We are following CDC recommendations within the facility. Masks are worn if someone can't social distance.	Update Update

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	<p>I read in the paper over the weekend that the Veteran's Park in Winslow needs some TLC, so I am sending the work crew over to help.</p> <p>Sheriff Mason, Law Enforcement: I have a Citizen's Life Saving Award to be presented to one of our citizens. This incident happened back on the 24th of May, but with Covid, I couldn't get a plaque. Rob Drummond, who owns Ready Road Service here in Augusta, on May 24th, was doing a couple of tows for us in the Vassalboro area, when he noticed skid marks in the road and not immediately seeing a car. Rob decided to turn around and check things out and noticed that a car had gone off the road, and had rolled over, partially ejecting the driver. Had Rob not turned around, the young man would not have made it. I am absolutely honored to Present this award to Rob for his life saving efforts.</p>	<p>Update</p> <p>Update</p>
Project Updates		Update
Old Business/ Follow Up Items		
Warrants	September 15, 2020	Signed
Change of Status	New hire, termination, step increases	Signed
New Business	20-36) Motion by Commissioner Rines, seconded by Chairman Crockett to accept forfeited assets in the amount of \$1,000 in the State of Maine v Christopher Martell.	2 in favor 0 opposed
Executive Session		No Action Taken
Miscellaneous	None at this time	
Adjournment	Adjourned at 12:27 pm	2 in favor 0 opposed

Terry York, Assistant Administrator