

Kennebec County, Maine
County Commissioner's Meeting Minutes
November 16, 2021



Present:

Patsy Crockett, Commissioner (Chair)
Nancy Rines, Commissioner
Scott Ferguson, County Administrator
Terry York, HR Manager
Megan Dickey, Assistant HR Manager
Tom Doore, Treasurer
Cindi Ferguson CPA, Finance Director
Ken Mason, Sheriff

Al Morin, Chief Deputy
Beverly Hatheway, Register of Deeds
Diane Wilson, Deeds
Maeghan Maloney, Esq. DA
Sean Goodwin, EMA Director
Art True, EMA Deputy
Devin Parsons, IT Director
Dan Brunelle, Facilities

William Johnson, OPR
Cody Brown, Maintenance
Shay Freeman, DA Office Manager
Tracie Lesperance, Finance Assistant
Bryan Slaney, Jail Administrator
Corey Goodchild, Asst. Jail
Rep. Charlotte Warren
Brad Sawyer

Absent: Commissioner; George Jabbar II, Register of Probate; Kathy Ayers

	Discussion	Action
Call to order	12:00 pm	
Minutes	Motion and second to accept the minutes of Nov 2nd, 2021	2 in favor 0 opposed
Human Resources	<p>Terry York, Human Resources Manager:</p> <p>Megan Dickey:</p> <ul style="list-style-type: none"> ➤ We have 1 new hire in the County as a Corrections Officer and 5 interviews scheduled. ➤ Commissioners Rines and Crocket thanked Terry for her work at the County for the last 20 years. 	<p>Informational</p> <p>Recognition</p>
Treasurer	<p>Tom Doore, Treasurer:</p> <ul style="list-style-type: none"> ➤ 38% into FY 22 Budget. General Fund is \$11,870,000, Recovery Cash Fund \$11,740,000 all invested in the Insured Cash Sweep account with Kennebec Savings Bank. ➤ Investment Fund at the close of business yesterday was \$2,139,000, down \$2000 since last meeting. ➤ There is one general fund warrant and a restitution warrant requiring signatures. 	<p>Informational</p> <p>Informational</p> <p>Warrant Approved</p>
Finance	<p>Cindi Ferguson CPA, Finance Director:</p> <ul style="list-style-type: none"> ➤ We have updated signors and contacts with VOYA to reflect 	

Kennebec County, Maine
 County Commissioner's Meeting Minutes
 November 16, 2021



	Discussion	Action
	current employees ➤ Scott and Tom have been added to the bank and investment accounts at Kennebec Savings Bank. ➤ Tom and I attended a webinar with Maine Municipal Association for Treasurer's.	Informational Informational
Deeds	Diane Wilson, Deputy Register of Deeds: ➤ Nothing new to report but was thankful that Deeds had help moving books and mentioned that there was a lot of people visiting this past week.	Informational
District Attorney	Maeghan Maloney Esq., District Attorney: ➤ DA Office was able to settle 200 Class E Misdemeanors by setting up two extra court dates to settle these and having the legal secretaries work to get discovery done early and by having the Assistant District Attorney's work with the lawyers of the day to settle as many cases as they could. ➤ Kennebec County's District Attorney's Office has a much lower backlog of cases compared to other counties. ➤ The office manager set up a fun desk decorating event for the staff, and it was a great success.	Informational Informational Informational
EMA	Sean Goodwin, EMA Director: ➤ HSGP Funding; there are problems with finding items that are made in the US. ➤ Vaccine clinics in Kennebec County-Maine General Health, Augusta Fire Dept, most drug retailers. ➤ Impending move to 77 Winthrop Street-Deeds building. ➤ Covid numbers-meeting records!	Informational Informational Informational Informational
Facilities	Dan Brunelle, Facilities Manager: ➤ Working on the deficiencies from the Dept. of Labor. Been meeting every Monday to update checklist of deficiencies.	Informational

Kennebec County, Maine
 County Commissioner's Meeting Minutes
 November 16, 2021



	Discussion	Action
	<ul style="list-style-type: none"> ➤ Getting an estimate on what it would cost to make repairs and forward that the Administrator. Removed a dangerous tree at Deeds. ➤ \$7,000 to fix the Court foundation on building and parking lot so that the first floor does not flood. 	<p>Informational</p> <p>Informational</p>
Information Technology	<p>Devon Parsons, IT Director:</p> <ul style="list-style-type: none"> ➤ Worked on a small program with the jail to extract information out of IMC for Aramark and it is a working progress. There ended up being issues with the engineering side of things. ➤ All the departments in the County were set up with Microsoft 365 with the exception of Deeds and Probate who will be getting set up next week and the District Attorney's Office who already had Microsoft 365. 	<p>Informational</p> <p>Informational</p>
Probate	<p>Kathy Ayers, Register of Probate: Absent</p>	
Sheriff/Corrections:	<p>Sheriff Ken Mason:</p> <ul style="list-style-type: none"> ➤ Jail Pop: 133. ➤ Patrol is reasonable. ➤ Still have two at the academy and Dep. Johnson is deployed to the southern border. ➤ We have 2 Deputies leaving; Deputy Kulakowski is moving to Vermont and Deputy Carey is moving to Arizona. ➤ Pay rate change request for part time employees from \$14.00/ hour to \$17.95/ hour which is the same starting pay as a full-time corrections officer. <p>Captain Bryan Slaney:</p> <ul style="list-style-type: none"> ➤ 1 new employee and interviews to hold. Many staff are looking for answers to questions about Covid. 	<p>Informational</p> <p>Informational</p> <p>Informational</p> <p>Informational</p> <p>Held Over</p> <p>Informational</p>
Project Updates	None	

Kennebec County, Maine
 County Commissioner's Meeting Minutes
 November 16, 2021



	Discussion	Action
Old Business/ Follow Up Items	<ul style="list-style-type: none"> ➤ Spirt of America ➤ Update on the financial condition of Civil ➤ 03-25) Motion and second to adopt the Kennebec County Education Assistance Policy 	Completed Informational Tabled
Warrants	Warrants	Approved & Signed
Change of Status	New hire, termination, step increases	Signed
New Business	<ul style="list-style-type: none"> ➤ 03-41) Motion by Commissioner Rines and seconded by Commissioner Chair Crocket to sign the amended agreement between Kennebec County and The Maine Public Employees Retirement System. ➤ 03-42) Motion by Commissioner Rines and seconded by Commissioner Chair Crocket to transfer \$870 from the Salary Adjustment line to line 1065-3100 to correct a salary adjustment. ➤ County Administrator Scott Ferguson asked Art True, Deputy Director of EMA and Megan Dickey, ASST. HR Manager to come back up to the table to discuss the Kennebec County's Vaccination, Testing and Face Covering Policy. Commissioner Crocket asked about the critical staffing section of the policy. Art explained it was what was in place for emergency staff. Capt. Slaney stepped forward and said that this procedure is what the jail has been following since the beginning of the pandemic. Commissioner Crocket agreed after the explanation. Commissioner Rines said that the policy was very well written by Art and Megan. ➤ 03-43) Motion by Commissioner Rines and seconded by Commissioner Chair Crocket to accept the Kennebec County Vaccination, Test and Face Covering Policy. ➤ 03-44) Motion by Commissioner Rines and seconded by 	<p>2 in favor 0 opposed.</p> <p>2 in favor 0 opposed.</p> <p>2 in favor 0 opposed.</p> <p>2 in favor 0 opposed.</p>

Kennebec County, Maine
 County Commissioner’s Meeting Minutes
 November 16, 2021



	Discussion	Action
	Commissioner Chair Crocket to give employees a \$2,000 incentive to get fully vaccinated by January 4 th 2022	
Executive Session	<ul style="list-style-type: none"> ➤ Motion by Commissioner Rines seconded by Commissioner Chair Crocket to go into Executive Session in accordance with 1 MRSA §405-6-A to discuss a personnel issue. ➤ Into Executive Session at 1:56 pm. Out of Executive Session at 2:39 pm. 	<p>2 in favor 0 opposed</p> <p>No action taken following Executive Session</p>
Miscellaneous		
Public Comments	<p>Representative Charlotte Warren came to the meeting and expressed she couldn’t find the agenda on the website. Commissioner Rines offered Megan Dickey in Human Resources to help her find where it is on the website. Terry York in Human Resources showed Representative Charlotte Warren where we post the minutes and agenda on the website. Representative Charlotte Warren wanted to know when we planned to do another public meeting about ARPA funds because the public should have input. Commissioner Rines told Representative Charlotte Warren that the County has had conversation about this and that it is up to the County to decide where the funds are being disbursed to based on applications. Representative Charlotte Warren expressed concern that the information wasn’t on the website for the public to find. The commissioners told Representative Charlotte Warren that the information was online and discussed the process of the public viewing applications that have been brought forward. County Administrator Scott Ferguson will make a timeline of events for information.</p> <p>Brad Sawyer wanted to make sure that the County was aware that the ARPA application for the pipes was for more than one</p>	None

Kennebec County, Maine
 County Commissioner's Meeting Minutes
 November 16, 2021



	Discussion	Action
	town/city in Kennebec County.	
Adjournment	Adjourned at 2:39 pm	2 in favor 0 opposed