

Kennebec County, Maine

County Commissioner's Meeting

Minutes February 20th , 2024



Present:

Patsy Crockett, Commissioner, Chair
 George Jabar, Commissioner
 Joe Pietroski, Commissioner
 Chris Brawn, HR Director
 Tom Doore, Treasurer

Lisa Bryant, Finance Director
 Al Morin, Chief Deputy
 Devon Parsons, IT Director
 Shay Freeman, DA Office Administrator
 Matthew Boucher, Register of Deeds

Sean Goodwin, Acting EMA Director
 Stephanie Schredder, Executive Assistant

Absent: Meaghan Maloney, District Attorney, Gail Towns, Deputy Register of Deeds, Dr. Timothy Pieh, MD-3 Medical Director, Abigail St. Valle, Register of Probate, Ken Mason, Sheriff, Frank Griffen, Deputy District Attorney Esq, Corey Goodchild, Asst. Jail Administrator, Scott Ferguson, County Administrator, Dan Brunelle, Facilities Director, Bryan Slaney, Jail Administrator, Audrey Fredericks, Finance Manager

	Discussion	Action
Call to order:	<p>11:11am</p> <p>There was a motion at 11:11am by George Jabar, Commissioner, to move to Executive Session to discuss personnel issues pursuant to 1MRSA § 405-6-E. Joe Pietroski, Commissioner, seconds the motion.</p> <p>Declaration to end Executive Session at 11:24 pm</p> <p>Motion by George Jabar, Commissioner to adjourn regular session at 11:24am, and Joe Pietroski, Commissioner, seconded the motion.</p>	<p>Approved 3-0</p> <p>Approved 3-0</p>
Call to Order:	12:02pm	
Minutes	The minutes from February 13th were TABLED until the next meeting.	TABLED
Human Resources	<p><u>Chris Brawn, Human Resources Director:</u></p> <ul style="list-style-type: none"> ➤ Personnel Policies in progress ➤ Second interviews for the EMA director position will be March 1st. 	
Treasurer	<p>Tom Doore, Treasurer:</p> <ul style="list-style-type: none"> ➤ General Fund Cash: \$1,980,057.96. 	

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Finance	<ul style="list-style-type: none"> ➤ Intrafi Cash: \$16,000,000.00 is invested in a KSB Intrafi Account. ➤ Investment Account: \$2,065,568.00 which is down \$5,138.00 from the last meeting. ➤ There are Warrants for signatures. <ul style="list-style-type: none"> • AP Warrant #38 for a total of \$278,958.56 <ul style="list-style-type: none"> ○ Correctional Psychiatric Services - \$140,820.00 (Aug-Oct True-up for Mental Health) ○ Aramark - \$8,758.00 (Meals and Styrofoam) ○ Greater Augusta Utility District - \$7,545.00 (Water and Sewer) ○ KSB Credit Card Charges - \$10,371.00 (Various Departments) ○ Maine Pretrial Service - \$22,194.00 (February Services) ○ Unity Fire Department - \$9,140.00 (FY24 Annual Fire Protection and 7 Incidents) ○ Wex Bank - \$14,138.64 (January Gasoline Charges) ○ Merrill Investigations - \$6,906.00 (2 Weeks Security) ○ Michael Don Santerre - \$3,700.00 (Water Damage Repairs) ○ Maine Trust for Local News L3c - \$6,488.00 (Public Notices – Probate & Budget Committee) ○ Maine Children’s Home - \$8,253.00 ARPA ○ Maine General Medical Center - \$13,217.00 ARPA ○ Mid Maine Homeless Shelter - \$200,000 ARPA <p>Lisa Bryant, Finance Director:</p> <ul style="list-style-type: none"> ➤ Joe Pietroski, Commissioner, inquired about the breakdown of fees incurred by the Unity fire dept and Geroge Jabar, Commissioner, explained that Kennebec County pays an annual contract fee in addition to any fees for incident calls that are made to Unity Plantation. ➤ Patsy Crockett, Commissioner Chair, asked if the payment of \$200,000 to the Mid Maine Homeless Shelter completes their ARPA allotment, and Lisa Bryant, Finance Director, confirmed that it was the final payment. ➤ Joe Pietroski, Commissioner, and Patsy Crockett, Commissioner, asked to see a Kennebec County grant report. ➤ Lisa Bryant, Finance Director, provided a report of information regarding the opioid grant awards to Kennebec County totaling \$518,000. The payments have been in increments starting in Fall 2022 and will continue until 2038. A schedule of payments will be provided to the Commissioners. 	

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	<ul style="list-style-type: none"> • Joe Pietroski, Commissioner, inquired if the revenue from the opioid settlements is included in the budget and Lisa Bryant, Finance Director, stated that special revenues are not included in the general fund budget. 	
<p>Sheriff</p> <p>Corrections</p>	<p>Al Morin, Chief Deputy:</p> <ul style="list-style-type: none"> ➤ The population inside the Jail is 128. ➤ A deputy is transferring to Lewiston and the Lewiston Police Department will be paying Kennebec County \$47,000 in revenue for his training. ➤ A deputy recovered a stolen motorcycle and a large amount of drugs recently. ➤ Patsy Crockett, Commissioner Chair, asked if the Jail would be instating the same alternative medical assistance treatment to prisoners that require less shots for drug addiction and Al Morin, Chief Deputy, stated that it would cut down on medical professionals needed but is a very painful shot and consent would be needed from prisoners which is unlikely considering its painful administration. <ul style="list-style-type: none"> • Joe Pietroski, commissioner, asked that the Jail consider the program again because it would save money. • Al Morin, Chief Deputy, informed the Commissioners that the program would cost over \$1,000 a month per prisoner. 	
District Attorney	<p>DA's Office:</p> <p>Shay Freeman, DA Office Administrator:</p> <ul style="list-style-type: none"> ➤ A new employee finished their first whole week and will be assisting with restitution. A monthly restitution report is in the works. ➤ There are trials this week. 	
Probate	<p>Probate:</p> <p>Abigail St. Valle, Probate Register:</p> <ul style="list-style-type: none"> ➤ Not present. 	
Information Technology	<p>Information Technology:</p> <p>Devon Parsons, IT Director:</p> <ul style="list-style-type: none"> ➤ 3rd floor key card system is now online. 	

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	<ul style="list-style-type: none"> ➤ Cleaning up phone system. ➤ Fax system getting set up. ➤ Waiting for fire alarm number transfers with consolidated-then we can get rid of Gonetspeed which was associated with the Mitel phone system. ➤ Joe Pietroski, Commissioner, asked for an update on the Probate Court PA system, and Devon Parsons, IT Director, stated that the vendor reached out to Probate directly and scheduled installation with them. 	
Registry of Deeds	<p><u>Register of Deeds:</u></p> <p>Matthew Boucher, Register of Deeds:</p> <ul style="list-style-type: none"> ➤ There are 8 applications for the open clerk position. ➤ The Fed is not dropping interest rates. ➤ The trustees and Facilities will be painting the Deeds office sometime soon. ➤ Examining the Kofile software update and contract. ➤ There was a MRODA (Maine Register of Deeds Association) meeting on Friday. <ul style="list-style-type: none"> • The organization met with a State Senator about sponsoring the standard fee increase schedule to \$50 service charge and increase the surcharge for document restorations to \$10 per document. ➤ Joe Pietroski, Commissioner, inquired about the Air Conditioning systems installation on the roof of the Deeds building, and Matthew Boucher, Register of Deeds, informed the Commissioners that it is in-process but that the air-controlled system in the basement needs to be updated for document preservation. The funding for that system comes out of surcharge. The roof unit is being paid for by ARPA funding. ➤ The Registry of Deeds is still looking for a safe. 	
Emergency Management Agency	<p><u>Emergency Management Agency:</u></p> <p>Sean Goodwin, Acting EMA Director:</p> <ul style="list-style-type: none"> ➤ Glad to hear about second interviews for EMA Director position. ➤ EMA (Emergency Management Agency) is assisting MEMA (Maine Emergency Management Agency) and FEMA (Federal Emergency Management Agency) to find disaster recovery center locations where citizens can make a claim for disaster recovery or check the status of their claim. <ul style="list-style-type: none"> • There is one location at the Manchester Fire Department. • Farmingdale location is in process. 	

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	<ul style="list-style-type: none"> ➤ FEMA has declared Kennebec County as a public property damage assessment designation. EMA is waiting for the designation to pass at the federal level. ➤ ZOLL defibrillators: <ul style="list-style-type: none"> • The MOU with the city will be presented soon. Still working on CPR equipment distribution. ➤ Joe Pietroski, Commissioner, asked for an update on the EMA Town Officials meeting and Sean Goodwin, Acting EMA Director, stated that a mitigation plan was discussed and that he would like more participation from towns. 	
Facilities	<p><u>Facilities Maintenance:</u></p> <p>Dan Brunelle, Facilities Director:</p> <ul style="list-style-type: none"> • Not present. 	
Administrator	<p>Scott Ferguson, County Administrator:</p> <ul style="list-style-type: none"> • Not Present. 	
Old Business/ Follow Up Items	None.	
New Business		
Public Comments	<ul style="list-style-type: none"> ➤ Tom Doore, Treasurer, introduced Gary Wheeler, Deputy Treasurer, to the Commissioners. 	
Adjournment	Adjourned at 12:45pm	

Respectfully Submitted: **Stephanie Schredder, Executive Assistant**