

***Sagadahoc County Commissioners
Meeting Minutes***

September 8, 2015

A regular meeting of the Sagadahoc County Commissioners was held at 3:00 p.m. on Tuesday, September 8, 2015 in the Commissioners' Meeting Room of the County Courthouse, 752 High Street, Bath, Maine 04530.

Present: County of Sagadahoc Commissioners: Mr. Charles Crosby, III, Chair, Mr. Max Dawson; Pamela Hile, County Administrator; Joel Merry, Sheriff; Brett Strout, Chief Deputy; Lt. Deputy Scott Stewart; Mary Kay Blatz, Asst. to County Administrator

Absent: Commissioner Carol Grose, Vice Chair

Chair Crosby called the meeting to order at 3:08 p.m. and established the presence of a quorum.

There were no public comments.

The following consent agenda was submitted for consideration:

- 1. Approval of Minutes for August 11, 2015
- 2. Approval of Warrants
- 3. August Financial Statements
- 4. Departmental Reports (Written)
- 5. Upcoming Meeting(s):
 - a.) Regular Meeting at 3:00 p.m. on Tuesday, October 13, 2015
 - b.) Meeting at 5:00 p.m. on Tuesday, September 22, 2015 IF NEEDED

Upon MOTION by Commissioner Dawson and second by Chair Crosby, the consent agenda was unanimously approved as presented.
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DEPARTMENT REPORTS

Sheriff's Department – Sheriff Joel Merry

Sheriff Merry reported that business was steady in August. A multi-jurisdictional roadblock took place, resulting in the arrest of one driver DUI and two individuals charged with the possession of drugs or drug paraphernalia.

Patrol Deputy Quinn has tendered his resignation with his last day being September 1st. Deputy Quinn has been offered a position of Lieutenant in the Kennebec County Sherriff's Office. He will be continuing at Sagadahoc County in a per diem capacity as a Patrol Deputy. One Deputy has also been out on long-term medical leave which has created some challenges in staffing. The SO will be looking to hire an additional Patrol Officer to alleviate the scheduling issues.

Sheriff Merry met with Commissioner Crosby for a signature on the DOC Community Corrections Program application through which Sagadahoc County is slated to receive \$284,383 (of the \$12.2 million) in state funding. A portion of this replaces approximately \$152,000 we have received in past CCA funding; the rest will go to TBRJ.

BUSINESS ITEMS

Jail Update

It is likely that the jail will not need prepayment until November or December which eliminates the County's need for a TAN. TBRJ is looking at cutbacks with the prospect of eliminating up to three administrative positions in order to meet payroll of approximately \$140,000. It is hoped that Lincoln and Sagadahoc Counties can contribute a limited amount of administrative support to carry the organization through for a finite period. Along with moving a Deputy into an administrative role, some contracted HR work and a contribution of six to eight hours a week by each County should help to meet the jail's administrative needs. Commissioners were concerned that this could turn into TBRJ needing more than the initial estimated hours and that the County administrative staff cannot meet both the County need and the needs of the jail. As this is a limited commitment, the Administrator feels we can support the Jail Administration at this time; however, it is not a long-term solution to jail funding issues.

Commissioner Dawson wanted to be on record that although he is pleased that TBRJ is not looking at this as a long-term solution, the fact that the Counties will be absorbing costs that belong to the jail creates a false impression that the jail can get by on lower funding. Chair Crosby would also like to make known to the public that the jail budget has (seemingly) reached its limits regarding cutbacks, that lack of expected funding as well as restrictions around exploring additional revenue streams has forced TBRJ to operate at lowest capacity and repurpose staff rather than reaching out to other counties operating at and above capacity, and responding to counties in crisis. Sheriff Merry reports that the Sheriffs Association will be meeting to discuss this situation. In 2014 the state appropriated \$2.48 million in supplemental funding. 2015 has seen no increase in funding and no comparable supplemental appropriation, leaving a \$2.5 million gap.

Knox County has begun the process of formalizing conversations related to establishing a relationship with TBRJ. Knox County is looking at this as a long-term solution to their jail needs and does not have an urgent need to come to an agreement. They will also need to justify the cost to their constituents. Any plan needs to be viewed in terms of sustainability and dividing the costs between three counties increases probability of fiscal success. Chair Crosby sees no reason for a meeting with all Lincoln and Sagadahoc Commissioners and the jail authority at the current time as the County is adequately represented on the Jail Authority.

Authorization to Begin Hiring Process for Patrol Deputy

Sheriff Merry requested that the Commissioners authorize the hiring of a Patrol Deputy in consideration of Deputy Quinn tendering his notice. In anticipation of need, Administration has advertised the position and has begun accepting applications but will not move forward until such time as the Commissioners approve the request.

Upon MOTION by Commissioner Dawson and second by Chair Crosby, the board unanimously authorized the Sheriff to begin the process of hiring a Patrol Deputy.

Authorization to Hire Transport Deputy

Per the August approval of the Commissioners to begin the process to hire a Transport Deputy, first interviews of the top-tier candidates will be conducted on Thursday of this week. In consideration that the Commissioners will not be meeting until five weeks from this date, Sheriff Merry is requesting authorization to fill the position, with formal approval at the October 13th Commissioners Meeting.

Upon **MOTION** by Commissioner Dawson and second by Chair Crosby, **the board unanimously authorized the Sheriff to hire to the Transport Deputy position** with formal approval at the next Commissioners' meeting.

Authorization to Hire Dispatcher

Communications Director Brodie Hinckley requested authorization to hire Mr. James Powers to fill a vacant dispatcher's position, such employment to be contingent upon his successful completion of required background checks and medical exams. In addition, another position is now open as a result of the resignation of Stacey Marcouillier. During the recent interview process, an additional individual was identified for potential employment, and the Director is also requesting authorization to hire William Hurley, contingent upon his successful completion of required background checks and medical exams.

Upon **MOTION** by Commissioner Dawson and second by Chair Crosby, **the board unanimously authorized the Communications Director to make an offer of employment to these individuals** contingent on successful background checks.

Sale of Surplus Property

Administrator Hile presented a list of surplus property items that need to be disposed of. This list was compiled EMA Director Eric Sawyer, and Chief Deputy Brett Strout. There are likely additional items that can be disposed of in the evidence locker and at the old hospital. The Commissioners determined that the best way to do this would be a silent auction with sealed bids.

Upon **MOTION** by Commissioner Dawson and second by Chair Crosby, **the board voted to dispose of the identified surplus property** by silent auction.

Spirit of America Foundation Awards

The County Administrator presented the following summary: Mr. Bruce Flaherty, with the Spirit of America Awards program, has requested that the Commissioners consider requesting that localities which do not nominate anyone for an award allow the County to do so on their behalf. He advises that other counties have been receptive to this idea, as often members of Boards/Councils are reluctant to nominate themselves or another member, even though the individual may have displayed exemplary community service. This could, however, be done by the Commissioners.

Upon **MOTION** by Chair Crosby and second by Commissioner Dawson, **the board voted to work with Spirit of America** to implement this request.

COUNTY ADMINISTRATOR'S REPORT – Available for review upon request.

OTHER

Risk Management Insurance Inspection

Administrator Hile reported that the early July visit by MMA Risk Management resulted in a report with no issues identified. This is the best report that the county has received during her tenure.

Health Insurance Update

Chair Crosby inquired as to the result-to-date of the self-funded health insurance. Administrator Hile reported that due to being in the incipient stages of the program, the numbers do not give a true picture. In April and May we did not pay out anything due to it being a transition time, in July and August we have been paying out steadily and are now caught up. Now we should see numbers that more accurately reflect what our costs should be. We are still saving money (approximately 77% claims vs. funding).

Forfeiture Funds

Sheriff Joel Merry offered that he is in receipt of a check for \$670 in drug asset seizure forfeiture and would like to put that money into the K-9 maintenance fund.

Upon **MOTION** by Commissioner Dawson and second by Chair Crosby, **the board voted to allocate the drug forfeiture check** to the K-9 fund.

EXECUTIVE SESSION(S)

None requested.

Upon **MOTION** by Commissioner Dawson and second by Chair Crosby, **the Board voted by unanimous acclamation to adjourn at 4:09 p.m.**

Respectfully submitted,

May Kay Blatz, Assistant to the Administrator