

**Roll Call -**

Commissioner Baldacci opened the meeting at 9:00 a.m. from the Commissioners Chambers with all Commissioners present.

**Approval of Minutes –**

Commissioner Sanborn moved to approve July 20 and August 3, 2021 meeting minutes. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

**Public Comment – None**

Executive Session---Commissioner Sanborn made a motion to go into Executive Session at 9:05 a.m., under 1 M.R.S.A. § 405 (6) (E) Legal Matter, Rights and Responsibilities. Commissioner Cushing seconded the motion. Vote to approved passed 3-0. Present were: Commissioners, Tim Pease Esq. Rudman and Winchell, Trey Stewart and Erika Honey, County Administrator. Session ended at 9:35 a.m.

**Action Item –**

Commission Chair, Peter Baldacci issued the following statement:

*Today, the Penobscot County Commissioners call on John Hiatt to immediately resign from his position as Penobscot County Treasurer.*

*Last week's disturbing allegations against Mr. Hiatt for possession of child pornography, along with the allegations against him in May for stalking and harassment, make it impossible for him to fulfill his duties as County Treasurer. Furthermore, nothing is more important than protecting the safety and well-being of County employees and visitors to our facilities.*

*The County cannot simply operate business as usual in the face of such serious allegations. While Mr. Hiatt will eventually have his day in court, we must take action now.*

*If Mr. Hiatt fails to resign immediately, we will require safety measures to be put in place promptly.*

**Public Session – Continued:**

Treasurer John Hiatt responded saying that he has no intention to resign. Treasurer Hiatt understands the political pressure that the commissioners are going through to take action; however, asks to allow the legal process to work. Through his lawyer he has pled not-guilty to these charges and when/if he is indicted, he will plead not guilty. Treasurer Hiatt requests that he be allowed to carry out his oath of office and asks what accommodations will be made.

Commissioner Baldacci stated that Administrator Honey will work on putting a safety measure in place today and let you know.

**Deeds Update –**

Register Susan Bulay reported the following:

- Document count is 10% above normal
- Revenue monies are 15% above normal (\$145K)
- Register Bulay has been appointed by the Secretary of State, Shanna Bellows, to represent the Maine Registers of Deeds Association on a committee that's looking to come forward next session with some legislation to make remote notary laws a permanent thing.
- Registry of Deeds is fully staffed.

**UT Update –**

Director Shaw Weeks presented the following:

- Commissioner Sanborn moved to approve the agreement with Piscataquis County for Salt/Sand Storage and plowing. Commissioner Cushing seconded to motion. Vote to approve passed 3-0. Signed.
- Commissioner Sanborn moved to approve the contract with Vance Lambert for roadside mowing in the Unorganized Territories. Commissioner Cushing seconded to motion. Vote to approve passed 3-0. Signed.
- Commissioner Sanborn moved to approve the liquor license application for River Driver's Restaurant. Commissioner Cushing seconded to motion. Vote to approve passed 3-0. Signed.
- The Greenfield junkyard has been cleaned up significantly. Director Weeks has been working with investigator Ron McGowan on the clean-up effort and will reach out to him again as there is a slight increase of vehicles in this yard.

Facilities Update –

Director Brian MacDonald reported the following:

- Twenty-two work orders have been completed in the jail; 11 remain open. There has been LED lighting placed in 12 cells which was not included in the above work orders.
- The parking lot issue remains as it has been difficult with staffing shortages to get the work done. There are two smaller issues developing and waiting on a price for those.
- The floor in the jail video conference room will be painted this weekend.
- The YMCA study contract has been signed and returned. We hope to get that started, with the addition of the Annex and have results in early October.
- The city water backflow preventers were tested. The jail backflow failed and will need to be rebuilt. We will schedule a time for the potable water to be shut off.
- The generator issue has been identified, but not repaired. The repair requires removing the generator from service for a few hours; leaving us without back up power. We are waiting for additional prices for installation of the new manual transfer switch. This will allow us to repair the generator with a standby generator available.
- Still waiting on prices for the electric car plug-in
- The stream wall replacement project has not restarted.
- The failed variable frequency drive (VFD) remains unrepaired. The wrong component was shipped. Boiler #1 remains in service, but has issues that need repair. Boiler #2 has been out with a failed gas valve and now a failed fire eye.
- The cleaning is complete and looks much better at the YMCA property. Plisga and Day are hoping to get here this week.

Sheriff's Update -

Sheriff Troy Morton started by thanking Facilities Director MacDonald for all the work that he's doing not only at the jail, but the entire complex. Director MacDonald inherited quite a job and he's incredibly responsive to us and has been very helpful.

Sheriff Morton reported the following on the corrections side of the house:

- In-house jail population is 207, 42 boarded out to other facilities, no federal inmates, no county swaps and there **209** inmates in Pre-trial Services.
- MDOC inspection was held last week. Interviews were held with inmates as well as staff members. The substantial issues reported are due to the overcrowding.
- Sheriff is still working with other county jails for bed space; there are beds available, just not enough staff to accommodate extra inmates.

**Sheriff's Update – Continued:**

- We have an agreement with Two Bridges to hold 40 of our inmates; they have 18 due to lack of staffing.
- There is frustration with Maine Pre-Trial as they lost another contracted person; they have replaced that position again. There will be a review in six months and we will look at the best way to address this problem.
- The Court has been notified of our overcrowding. Every two weeks we provide a list of inmates; at this time, we have ten inmates that have been housed for over a year.
- Sheriff met with eight local Chief of Police to report the overcrowding in the jail and see if some regional booking can go back in their department similar to what we did the beginning of COVID.
- There was discussion on restoration centers that other states have and what would be necessary for us to have this opportunity in our county.
- The medical RFP was sent out with the pre-bid conference will be held this afternoon.
- With corrections down 8-10 officers, Sheriff is excited of the Public Safety Career Fair taking place this evening.

Sheriff Morton reported on the Civil Department –

- The legislation bill regarding the State of Maine to pay a little more in Civil Service is sitting in appropriations.
- The electric car that has been recently acquired is going to the Civil department for their use in Bangor to help reduce the Civil budget next year.

Sheriff Morton reported on Patrol –

- The Patrol cars that were purchased last year still have not been delivered due to the backlog of this type of vehicle.
- Patrol has been dealing with multiple serious motor vehicle crashes; they have been providing assistance with reconstruction and forensic mapping to other agencies.
- Patrol has had multiple incidents for drug overdoses to include administering Narcan.
- Patrol is investigating a stabbing that occurred over the weekend.
- Patrol is investigating an incident of people being electrocuted while in a pool.
- Our mobile app has over 1K downloads and is receiving very positive comments. One of the options is a “tip hotline” and we solved one case already.

**Finance Update -**

Finance Director Judy Alexander presented a report on expenditures and revenues through July 31, 2021:

- On Expenditures:
  - Administration budget is over slightly due to the aerial photography two-\$12K payments.
  - Finance budget is over slightly due to additional personnel to help with training.
  - IT department is slightly over because of two software invoices that were paid in 2021 for the year 2020
  - PRCC Bond interest in the amount of \$2,155.84
  - A slight increase on the Katahdin project causing the PILT balance to go down a little
  - Currently, overall, we have spent only 50.73% of our budget.
- On Revenue:
  - We have received over \$1M in the month of July of tax money
  - Deeds has not changed from last month as we haven't received July's payment yet.

Director Alexander reported the following:

- Training for our new payroll person is going well with the Sheriff's department
- We received notification this morning that the jail will be funded \$2.3M this year which is about \$100K more than we had last year.
- \$3M available for special projects
- Started next year's budget process by meeting with all department heads

**Administration Update –**

Administrator Honey reported on the following:

- Communication:
  - Annette Dodd is looking at the Franklin Street retaining wall as a possible project for the next mural. Commissioners are in full support of that project.
  - Fred Michaud, Scenic Byways Coordinator for Maine DOT called and is looking to coordinate a scene highway in the Patten area and is looking for the Commissioners support.
  - Included is a draft policy for your review on remote participation on commissioners' meetings.

**Administration Update – Continued:**

- A UT resident reached out regarding broadband and was advised of our scheduled session next Tuesday with Andrew Butcher from Maine Broadband Coalition.
- Maine Broadband Coalition will be on next week's agenda at 10:30 for a 30–45-minute time slot. Andrew Butcher has invited other advisory committee members to participate and present as well.
- The Public Safety Career Fair is being held tomorrow from Noon to 8 p.m.
- Employment within the County:
  - Assistant Finance Director position closes on Monday, August 16<sup>th</sup> with hopes to move forward with interviews really quickly.
  - There are two patrol positions that close on August 20.
- Last week's meetings:
  - Met with IT Director and IT Manager last week and put together a draft of an IT service agreement with Piscataquis. That will go to Piscataquis Administrator by the end of the week.
- This week's meetings:
  - MCCA Risk Pool and Board of Directors meeting will be held tomorrow
  - Medical Services RFP pre-bid conference is being held this afternoon
  - Department heads are meeting with Director Alexander and Administrator Honey working on their budgets.
- Next week's meetings:
  - AFSCME negotiations will be held next Monday
  - Monthly department head meeting will be next Thursday
- HR –
  - Thanks to our new HR clerical assistant for her expertise with social media. Jen Snow is providing presence on Facebook for the County.
  - EMA is coordinated with HR a vaccination clinic that will be held on August 19<sup>th</sup> for employees as well as members of the public. Two vaccination types will be available – Johnson and Johnson and Moderna.
  - EMA Director and HR are working on our COVID mask guidance. With Penobscot County designation as “substantial status of transmission”, it was determined in a memo last week that employees, as well as public, are to be wearing masks while in the County Buildings. For the last year and a half, this guidance has been monitored daily.

**Administration Update – Continued:**

- Commissioner Cushing voiced his concerns that there has not been a public discussion on the mask wearing in the County. The Commissioners will hold a public discussion at Tuesday, July 24<sup>th</sup> meeting to make a more formal policy and to put together a pandemic plan together.
- The Commissioners agreed to keep the mask mandate in practice while following Maine CDC's recommendation. We need to focus on Safety and Health for our employees.
- Commissioner Sanborn moved to approve the warrants as presented. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.
- Payroll Change Notices signed for: Kabryn Sturdee – Hired Full Time; Dustin Umlauf – Promoted; Olivia Smith, Mark Fucile, Gerald Carstensen, Benjamin Brown, Ryan Buck and Christopher Fox – Payroll Status Changes
- Payroll Warrant to be approved for 08.6.2021: \$255,127.31
- A/P Warrant to be approved for 08.10.2021: \$188,589.72
- Unorganized Territory Warrant to be approved: NONE
- Unorganized Territory TIF Warrant to be approved: NONE

Executive Session---Commissioner Sanborn made a motion to go into Executive Session at 10:35 a.m., under 1 M.R.S.A. § 405 (6) (E) Legal Matter, Rights and Responsibilities. Commissioner Cushing seconded the motion. Vote to approved passed 3-0. Present were: Commissioners, Administrator Erika Honey, Sheriff Troy Morton, Captain Clukey, Lt. Babb and Lt. Hardwick. Session ended at 10:55

Executive Session---Commissioner Sanborn made a motion to go into Executive Session at 11:01 a.m., under 1 M.R.S.A. § 405 (6) (D) Contract Matter. Commissioner Cushing seconded the motion. Vote to approved passed 3-0. Present were: Commissioners, Administrator Erika Honey, Director Alexander, Director Chris Lavoie and Deputy Josh Lilley. Session ended at 11:35 a.m.

Executive Session---Commissioner Sanborn made a motion to go into Executive Session at 11:36 a.m., under 1 M.R.S.A. § 405 (6) (D) Contract Matter. Commissioner Cushing seconded the motion. Vote to approved passed 3-0. Present were: Commissioners, Administrator Erika Honey and Director Alexander. Session ended at 11:44 a.m.

**Action Item –**

Commissioner Sanborn moved to approve the remaining employees who were not covered by the previous premium/hazard pay motion to receive \$500 for their work during COVID pandemic and State of emergency pandemic order. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

**Meeting Adjourned-**

Commissioner Sanborn moved to adjourn the meeting at 11:45 a.m. with no further business on the agenda. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

**Certified By:**

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Administrator, Erika Honey

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Peter K. Baldacci, Chairman

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Laura J. Sanborn, Commissioner

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Andre E. Cushing, III, Commissioner