

Penobscot County Commissioners' Meeting Minutes December 7, 2021 **2362**
9:00 AM **Commissioners Peter Baldacci and Laura Sanborn** **35°**
Commissioner Andre Cushing - Absent

Roll Call -

Commissioner Baldacci opened the meeting at 9:00 AM from the Commissioners Chambers with Commissioners Sanborn and Administrator Honey present.

Absent were Commissioner Cushing and Treasurer Hiatt.

Approval of Minutes –

Commissioner Sanborn moved to approve Budget Committee Meeting Minutes of November 10, 2021 and the November 30, 2021 Commissioner Meeting Minutes. Commissioner Baldacci seconded the motion. Vote to approve passed 2-0.

Public Comment -

Janet Drew – Citizen of York

Participant reiterated that ARPA monies should not be used in building a jail. Participant understands that there are people boarded out and we're trying to meet quota and responsibilities; however, monies should be spent on programming and not expansion of the jail.

Administration Update -

Administrator Honey presented the following:

- Communication:
 - Our mandatory pre-bid meeting for the County Facility Renovation RFP was held last Friday with five attendees present
 - Working closely with EMA to close out the DOJ COVID grant
 - There is a request from an employee on the scrap metal sitting outside this building.
- This week's meeting:
 - Risk Pool and MCCA meeting is tomorrow
- Employment within the County:
 - Administrator Honey will be participating in the second round of interviews for the Assistant Jail Administrator
 - Recruiting for the following positions: part time jail cook, full time Correction Officer's positions (15), two clerical specialist positions and Finance Director position

Administration Update – Continued:

- The Jail Custodian position will be starting December 27th
- Next week's meetings:
 - Line Unit Negotiations will take place next Wednesday
 - Holiday Party will be next Friday from 11:30 – 1:00
 - Monthly department head meeting will be next Wednesday

UT Update –

Deputy Director George Buswell presented the following:

- Majority of jobs are completed; there has been multiple issues with the contractors on their equipment such as truck parts, equipment parts and labor shortages.
- Commissioner Sanborn moved to approve an extension of the Huber and MO Harris contracts on the Scraggly Lake Road Project. Commissioner Baldacci seconded the motion. Vote to approve passed 2-0.
- Commissioner Sanborn moved to approve paying Huber Corporation and MO Harris Corporation as presented. Commissioner Baldacci seconded the motion. Vote to approve passed 2-0.

Director Shaw Weeks presented the following:

- Reported on the Katahdin Region Economic Development Director Update
 - Working with EMDC and Katahdin Region Higher Ed Center
 - Tri Town Broadband Utility
 - Lead resource for DECD Jobs and Recovery Small Business Grant Program and Forestry Recovery Initiative
 - Met with various clients in the area regarding in interest in mill sites
- Reported on LUPC Nonresidential Development Application for Shawn Snarski
 - Sawmill Shed located at 2292 Edinburg Road, no undue impact on county services
- There will be a Public Hearing next Tuesday on the junkyard at 443 Tar Ridge Road, Prentiss
- The LUPC meeting will be held tomorrow virtually; Public testimony will be presented by Hammond Ridge

Public Hearing –

Commissioner Sanborn moved to approve opening the Public Hearing on the proposed 2022 Penobscot County Budget and 2022/2023 Unorganized Territory Budget at 9:19 a.m. Commissioner Baldacci seconded the motion. Vote to approve passed 2-0.

Administrator Erika Honey requested consideration prior to approving the 2022 Penobscot County Calendar Year Budget.

A couple of errors during final preparation for this public meeting were found. The first error was in the County Tax Property Growth Factor calculation as presented on November 10, 2021. After review of individual municipalities received there were four/five discrepancies that were found. The second error was a full-time payroll position had been transferred out of the jail budget in 2021 and transferred to the finance budget. This was captured in the Summary Sheet, the 2022 Tax Levy Summary Sheets incorrectly. It was included as being part of the original 2020-2021 budget when it should not have. A combination of both of those factors resulted in the LD1 cap percentage of 7.02% communicated as our tax cap. With correction, our tax cap comes in at 6.87%. At our Budget Committee Meeting, it was approved with current expenditures, and revenue a 6.946% increase, which is over our new calculated tax cap. To resolve the issue, one of the considerations is to increase our revenue in both our departments and/or surplus by \$90K which will bring us under the LD tax cap for 2022 at 6.86% for 2022.

Commissioner Sanborn made a motion to close the public hearing at 9:25 a.m. Commissioner Baldacci seconded the motion. Vote to approve passed 2-0.

Commissioner Sanborn moved to approve the 2022 calendar year amended budget as presented in the amount of \$24,077,394.00 (Twenty-Four Million, Seventy-Seven Thousand, Three Hundred Ninety-Four dollars / NO cents). Commissioner Baldacci seconded the motion. Vote to approve passed 2-0.

Commissioner Sanborn moved to approve the Unorganized Territory FY23 (July 2022-Jun 2023) budget in the amount of \$2,061,426 (Two Million, Sixty-One Thousand, Four Hundred Twenty-Six dollars/ NO cents). Commissioner Baldacci seconded the motion. Vote to approve passed 2-0.

NWDB Update –

NWDB Executive Director Joanna Russell presented the following:

- NWDB Program and Fiscal Monitoring Updates

NWDB Update – Continued:

- NWDB received a monitoring report for two program years PY18 & PY19 with response resolving all areas of concern and finding
- There were no fiscal findings
- MDOL recognized the NWDB and its partners achieved numerous major milestones over the past two years
- NWDB Procurement
 - The NWDB received two proposals for each RFP; EMDC in partnership with ACAP and Equus formerly known as ResCare in partnership with Penquis CAP
- NWDB Executive Director Hiring Process
 - The NWDB search committee consists of five members and interviews will take place in January
- Recovery Friendly Employer Initiative
 - Because Substance Use Disorder is more present within our networks and we cannot be sure what challenges our colleagues are facing.
 - The NWDB recently voted to create a network and support system for employers that are recovery friendly in order to breakdown stigma. A formalized list of eleven employers can be located on the NWDB website.
 - There are three steps to becoming a recovery friendly employer.
 - Demonstrate interest
 - Participate in a 30-minute orientation
 - Notify your employees about your participation in this list
- NWDB Quarterly Meeting takes place on Thursday, December 9th from 10 a.m. to 1 p.m.

EMDC Director of Workforce Development Erin Benson presented the following:

- Program year begins on July 1; the numbers presented are from July 1st until November 30th that we have served in Penobscot County
 - Clients Served Total – 156: 83 adults, 48 dislocated workers, 25 youth and 22 people enrolled in Connecting with Opportunities
 - Services – 275 Support Services (barriers such as auto repairs, medical issues, childcare, books, tools), 24 work experiences (we pay the wage; the employers provide the supervisor and mentorship to guide), 3 on the job training and 100 people are currently in training.
 - Employed – 20 people
- Success stories of people that have utilized programming offered were discussed
- Participated in the Job Fair held at the Bangor Mall in September

NWDB Update – Continued:

- Met with HR Clerical Specialist Jen Snow to discuss ways EMDC can help with recruitment
- Multiple businesses contacted EMDC to discuss hiring needs. All were given information regarding services offered
- Connecting with Opportunities grant has met and exceeded enrollments
- Several Workforce Services staff members continue to serve local boards and committees

Commissioner Sanborn thanked Director Benson for the great things going on with Workforce Services. It is impressive with how quickly you respond to people that are referred over; typically, same day.

Sheriff's Update -

Sheriff Troy Morton reported the following on the jail side:

- In-house jail population is 179; 49 boarded out to other facilities, no federal inmates, no county swaps, 24 MDOC inmates boarded in-house
- Eleven new admissions in the last 72 hours
- The jail is still in a COVID outbreak status; four still in isolation – zero staff out with COVID related issues
- PACE Program will take place this weekend with 17 participants. Several other counties are sentencing their people to our program
- There will be a Board of Volunteers board meeting this evening. There will be five new people coming on board and was giving them the opportunity to learn more about the Board
- Correctional Offices are down 15 staff members; recruitment is continuing
- LD 419 was passed into law. (An Act Regarding Participation in Public Works Projects by Pretrial Inmates) This was sponsored by Rep. Danny Costain and has already seen positive results.

Sheriff Morton reported the following on the Patrol side:

- There are three new Patrol Deputies that will begin mid-December
- Patrol vehicles and crime scene van went out for auction
- Requesting the bid process for new vehicles for next year

Sheriff's Update – Continued:

- A Holden business, Maine Military in partnership with the Sheriff's department provided donations to the Bangor Homeless Shelter for hats, socks, and hand warmers.

Administration Update – Continued:

- Commissioner Baldacci reported that he and Administrator Honey will be meeting Monday with Bangor City Council members. He would like ARPA information that can be provided during that meeting.
- Administrator Honey elaborated on the RFP for the County Facility Renovations which is for architectural engineering services. During the pre-bid meeting it was discussed if a construction manager type role could be produced during this process. We're looking for a representative to help us with the design and build, but we're not closing the door if it's the same firm. The end result is looking at the campus wide needs in phases. The deadline for submission is December 17th with the bid opening on December 21st.
- Payroll Warrant to be approved for 12.03.2021: \$304,921.23
- Manual Payroll Warrant to be approved for 12.03.2021: \$619.38
- A/P Warrant to be approved for 12.07.2021: \$ 650,793.80
- UT Warrant to be approved for 12.07.2021: \$92,255.39
- UT TIF Warrant to be approved for: NONE
- Commissioner Sanborn moved to approve the warrants as presented. Commissioner Baldacci seconded the motion. Vote to approve passed 2-0.
- Payroll Change Notices signed for: Seth Johnson, Peter Wentworth and Seth Rolfe – Hired Full time; Dorine Jandreau, Alex Rodriguez, Travis Miller and Heather Crouse – Resignation; Velma Jordan and John Knappe – Promoted; Bradley Nuding, Taylor Keeran, Nicholas Mitton and Shaw Weeks – Payroll Changes.

Meeting Adjourned-

Commissioner Sanborn moved to adjourn the meeting at 10:02 a.m. with no further business on the agenda. Commissioner Baldacci seconded the motion. Vote to approve passed 2-0.

Certified By:

Administrator, Erika Honey

Peter K. Baldacci, Chairman

Laura J. Sanborn, Commissioner

ABSENT
Andre E. Cushing, III, Commissioner