

**Penobscot County Commissioners' Meeting Minutes December 28, 2021 2365
9:00 AM Commissioners Peter Baldacci, Andre Cushing and Laura Sanborn 25°**

Roll Call -

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

Commissioner Cushing arrived 9:10 a.m.

Absent was Treasurer Hiatt

Approval of Minutes –

Commissioner Sanborn moved to approve December 14 and December 21, 2021 Commissioner Meeting Minutes. Commissioner Baldacci seconded the motion. Vote to approve passed 2-0.

Public Comment -

Janet Drew – York County Resident

Participant understands that broadband internet needs to be a priority; however, more monies will be coming in for that project. ARPA monies need to be placed into solutions, such as programming.

Scrap Metal Bid Opening –

Commissioner Baldacci opened the Scrap Metal bids from three employees. These bids were submitted by the Monday, December 27th deadline.

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|-------------------|---------|
| Doug Libby | \$40.00 |
| Jamie Kennedy | \$57.50 |
| Richard Zielinski | \$15.00 |

Commissioner Sanborn moved to approve Jamie Kennedy's high bid of \$57.50 for the scrap metal. Commissioner Baldacci seconded the motion. Vote to approved passed 2-0.

Facilities Update –

Director Brian MacDonald introduced two his new employees of the Facilities Department.

Facilities Update – Continued:

- Maintenance Technician – Ray Harding who has been here since last Wednesday and is Terry Sullivan's replacement.
- Corrections Custodian – Seth Johnson who started yesterday and will start his corrections training next Monday.

Penobscot County Facility Renovation Bid Opening –

Commissioner Baldacci opened the Penobscot County Facility Renovation bids. The following two vendors submitted their bids by the Monday, December 27th deadline.

Administrator Honey states that when we talk about facility renovation, we are looking at the entire campus and the various renovation projects we have that needs to be completed in the next few years. This includes the "Y" building, jail facility and annex areas.

King Construction Services – Feels the design phase will take six to nine months at 20 hours a week for 39 weeks. Estimated at \$58,500.

Haley and Ward - Concept design \$20K, budget establishment \$10K, review of existing information \$20K. Their bid specified \$50K not to exceed four items 1-5 to be determined on some additional items.

Commissioner Cushing made a motion to take the bids under advisement. Commissioner Sanborn seconded the motion. Vote to approve passed 3-0.

IT Update –

Director Cliff Warren presented the following:

- Total tickets for 2021 is 1,917 with 306 tickets for the Sheriff's Office
- Total tickets for 2020 was 1,002 with 134 tickets for the Sheriff's Office
- VMWare Deployment for Piscataquis County is ongoing with new file services and applications installed
- VMWare Deployment for Penobscot County will begin after the holidays to accommodate the vendor's schedule
- Have been in communication with CMC and Consolidated Communications on costs for the campus switch, and fiber and wireless modification costs

UT Update –

Director Shaw Weeks presented the following:

- Commissioner Sanborn moved to approve the Town of Eddington and City of Old Town Animal Control Officer 2022 contracts. Commissioner Cushing seconded the motion. Vote to approve passed 3-0. Signed.
- The six-month year to date budget was discussed; with everything looking well with the exception of the ambulance service. The Patten Ambulance agreement has yet to be finalized.

Deputy Buswell presented the Capital Road Projects plans for 10 and 15 years. Deputy Buswell states that these are used as guides which helps us manage rotation for pavement, gravel roads, ditching and maintenance.

Deputy Buswell stated that he and Director Weeks are trying to regroup the regional fire department in the Kingman and Prentiss area in January. Before COVID we were working on how we can use the Kingman station to everybody's advantage. It was decided to invite Drew Plantation to this meeting since they play a part in the region.

There was discussion how Southern Aroostook has formed a ten-town federation for affiliation for EMS services. An old furniture building was purchased and that's where they're going to stage their operations.

EMA Update –

Director Bradley Nuding presented the following:

- There has been some discussion with East Millinocket, EMA and UT with concerns of EMS for the northern part of the County
- Director Nuding has participated in two workgroups this year; EMGP and Homeland Security. FY22 EMGP grant has been increased \$103K and Homeland Security has been increased \$31K
- Metro's are no longer stand-alone subrecipients of homeland security allocations from the state. Their allocation is now incorporated into the county's contract and their projects will need to be reviewed/approved by us. EMA has reached out to Chief Higgins to ensure their projects are in by the deadline.
- EMPG reimbursement monies are backlogged; about \$43K for Penobscot County

EMA Update – Continued:

- State has passed along ARPA monies for one generator project for each of the 16 counties
- Director Nuding has participated in a Traffic Incident Management workgroup. Last discussion was on the interstate closure at the beginning of the month when ice on the interstate caused multiple vehicle accidents. It was discussed on how to better communicate that the interstate is closed.
- Lee Academy has requested an active shooter training and awareness be held; Chief Knappe and EMA will conduct the training
- EMA will coordinate with municipalities the distribution of mass amounts of PPE received from the federal government. To include: 95/KN95 and surgical masks, face shields, and gloves.
- Extensive support coming in for our hospitals
 - Federal employees coming to provide some health care positions
 - Contracted ambulance services provide support to our hospitals and transporting COVID patients
 - National Guard working with our hospital systems
- There has been a huge increase in testing supplier requests for rapid tests
- Director Nuding will be a temporary employee of DHHS on a federal incident management team being sworn in on March 13th

Sheriff's Update –

Sheriff Troy Morton presented the following:

- In-house jail population is 161; 39 boarded out to other facilities, no federal inmates, no county swaps and **93** inmates in Pre-trial Services. There are 14 Maine Department of Corrections inmates in our facilities; one was sentenced in October and has yet been transferred over to DOC
- Currently there is one inmate in isolation with COVID; two staff members impacted by COVID
- There are 12-14 correction officer positions open
- Sheriff has requested a meeting with MDOC command staff to meet with PCSO command staff to discuss some jail issues; one issue is the temporary occupancy licensing
- Sheriff is hearing growing frustrations from citizens that are victims on a push to release more individuals from the facilities.
- A Board of Visitors meeting was held with several new members

Sheriff's Update – Continued:

- Our new medical providers take over next week. They have been on board working and the response from them has been outstanding
- Our three new deputies are in place and going through training
- The deputy from New Hampshire should have his Maine full-time certification in place by the end of the week
- The Civil Department vehicle involved in a crash has damage estimated at \$6K
- A Patrol vehicle was struck by a deer on the right front fender. Although the fender doesn't look great, the vehicle is still able to operate
- Law Enforcement side of the house is extremely busy with substantial drug cases and thefts

Administration Update -

Administrator Honey presented the following:

Employment openings within the County:

- Additional Maintenance position will be going out today
- Full-time and part-time clerical specialist positions for the DA's Office
- Full-time clerical specialist position for Probate
- Interviews will be conducted this Thursday for the Finance Director position
- There are five open call taker positions in PRCC
- There are 13 open correction officer positions open
- There is a part-time cook position open in the jail
- There are a few internal transfer decisions that the Sheriff will be addressing

This week's meetings:

- AFSCME General Unit labor management meeting tomorrow
- AFSCME Line Unit negotiations tomorrow
- Will be participating in a COVID ETS webinar provided by the Risk Pool tomorrow

Miscellaneous:

- Keeping a close eye on the latest CDC recommendations
- Sheriff's Office received a three-year mental health grant of \$750K; 10% of administration funds are available with that grant. It is requested to increase our grant

Administration Update – Continued:

manager Lisette Carrithers hours to 32 a week (24 for ARPA funding, 8 hours under the Sheriff). Due to Lisette being over 30 hours, we would be offering additional benefits afforded to a full-time employee. It is requested an increase in ARPA funds of about \$14K to cover those fringe benefits which will take in effect January 2, 2022.

Commissioner Sanborn moved to approve this request as presented. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

- County offices will be closed Friday
- Payroll Warrant to be approved for 12.24.2021: \$242,741.50
- A/P Warrant to be approved for 12.28.2021: \$ 92,001.34
- UT Warrant to be approved for: NONE
- UT TIF Warrant to be approved for: NONE
- 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: Daniel Saulnier and Brian Sawtelle – Hired full-time Corrections; Brandon Anctil – Payroll Changes.

Executive Session---Commissioner Sanborn made a motion to go into Executive Session at 10:20 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 MacDonald. Session ended at 10:45 a.m.

Meeting Adjourned-

Commissioner Sanborn moved to adjourn the meeting at 10:46 a.m. with no further business on the agenda. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

Certified By:

Peter K. Baldacci, Chairman

Laura J. Sanborn, Commissioner

Andre E. Cushing, III, Commissioner

Administrator, Erika Honey