



COMMISSIONER'S MINUTES

Wednesday, November 17, 2021

WORKSHOP to Start at 3:00 PM

MEETING STARTS AT 3:30 PM

SOMERSET COUNTY COMMISSION CHAMBERS

Present: Commissioners: Newell Graf, Lloyd Trafton, Cyprien Johnson, Dean Cray (Absent), Robert Sezak

Staff: Dawn DiBlasi, Michael Pike, Patrick Dolan, David Spencer, Sheriff Dale Lancaster, Pawel Bialczak, Major Cory Swope

Other: Tobin Williamson, Workforce Investment, Valerie Royzman, Bangor Daily News, Phil Curtis, Road Commissioner

WORKSHOP

Discussion regarding final UT Budget – The UT Administrator passed out a sheet with the changes he made since the last meeting on his budget. He made some changes once he had more numbers in. He said he lowered the Sheriff's line by \$75K and he was able to do that because the Sheriff has been short a UT Deputy and had the funds in an account, so they took \$75K of that line and applied it towards the UT Deputy, in the Sheriff's line for a new cruiser and it lowered that line. The other change was due to a meeting at the Ambulance Service. They made changes to their budget to make up for the loss of income due to the Nursing Home in Bingham closing, which represented 25% of their calls and they will be meeting again with final numbers soon. He said that because other ambulance services are paying more with benefits, and we only give vacation/sick time and nothing else they are looking at raising the wages to be able to keep the employees. Next Monday there will be another meeting to discuss how to increase salaries to keep an operating workforce up there and not close the doors so that will change where we are now. We also have a snowplow bid that came in but I am not sure what that number will be. He said he put an estimate in for now. He said they are still \$75K under cap with a 5.8 % change. He said he does not anticipate going over the cap. He will provide the Commissioners with the final numbers as soon as he has them. Commissioner Johnson asked about the Sheriff's vehicle money- he asked if it was for the UT Deputy and the UT Administrator said yes. He explained that he has \$100K for the cruiser and the equipment. The Finance Manager said the vehicle is for the UT Deputy. Commissioner Graf asked if that money was generated from the lack of having a UT Deputy and the Finance Manager said yes.

Discussion with Tobin Williamson, Director of Workforce Development- Mr. Williamson is the new Director of Workforce Development for the Central Western Maine Workforce Development Board. He had a hand out and discussed it with the Commission. He said their Executive Director is Stacey Kilroy and they have a part time person with two new staff members on the Board. He gave a brief overview

of the staff. He said he works with County Commissioners, US Congressional Staff and Govt. officials. He works with Community organizations and non-profits and if anyone had any questions, please feel free to contact him. He then discussed their structure. He said he needs someone from Somerset County to sit on the Board of Directors. He said that Commissioner Sezak has been very involved and has done quite a bit. He then talked about the Operations Committee. He is making his way around to the meetings. He said he was in Farmington yesterday. He said that here in Somerset they have a Nursing Aid Program to train Nurses Aides. He said they are looking to build a Certified Nursing Assistant Program. They do internships and other job-related activities to help fill jobs. They help with Resumes and job interview training, etc. Commissioner Johnson asked how he reaches out to individuals. He said they can be at job fairs but cannot do promotions or advertising. They work with Community Partners who refer people to their Agency. He said he was in Lewiston recently and worked with the Immigrant population but people must come to them and they will do as much marketing and outreach as they are allowed to do by law. Commissioner Graf asked if he goes to the High Schools and talks to graduating seniors to help them find a path and he said yes. They have a few specific populations they serve including adults who have been unemployed or laid off and then also serve youth populations. He is trying to connect with High School guidance counselors. They also work with those impacted by the opioid crisis. Commissioner Sezak asked how we know about the one stop services and Mr. Williamson said they work with the Eastern Maine Development Corporation. Commissioner Johnson asked what the criteria is to apply for that position. He explained that people can go to their website.

A. CALL TO ORDER:

B. PLEDGE OF ALLEGIANCE:

C. NEW AGENDA ITEMS: (Commissioners Only) Open bids for snow removal in Concord

Kennebec Excavators, Sam White- total price for 2022 to 2027 = \$694,110.00 from 2022 to 2027

FY22 - FY23 = \$135,440.00

FY23 - FY24 = \$137,113.00

FY24 - FY25 = \$138,826.00

FY25 – FY26 = \$140,519.00

FY26 – FY27 = \$142,212.00

D. MINUTES:

Resolution 21 – 263 To Accept the Minutes of November 3, 2021

Motion: Commissioner Trafton motioned to Accept the Minutes of November 3, 2021

Second: Commissioner Sezak

Vote: 4-0

E. FINANCE REPORTING: Management letter and prior audit. The Finance Manager said the Tax cap for the Jail was one of the things in the Management letter. The rule is that the Surplus funds must be used for anything over 20% in the current year's budget and since we start in December and January, it is not really viable to forecast what we will end up with at the end of the year. That is why we wait for the final audit to decide. The next issue mentioned in the Management Letter is the inmate benefit fund which is also a repeat

and we do not have a good reporting system to do bank reconciliations. We have to have a clean cut off and it is not historical but real time. We are hoping with the new X-Jail software we will have better reporting. We have a benefit fund that is not on our books and we closed that account and put it on our books and it was \$3K roughly and that is the four items on the Management Letter. Also, MPERS outstanding balance is \$2.5 million and it increased our liability. This is not on our books and also when it comes to insurance there is a \$750K bill and it does impact our rates.

F. ADMINISTRATOR REPORT:

G. DEPARTMENT HEADS: Mike Smith – He stated that there are still record numbers of hospitalized COVID patients. He said he is working on critical infrastructure generator grants. He also said he needs the Commissioners to do some training to affect our federal funding.

Major Swope- Day by day with the Corrections Officers and we are still recruiting

Sheriff- He said we are finally getting last year's vehicles on the road and also it is day by day working on the Covid outbreak.

IT Manager – He said he is still working on multiple IT projects.

DA Maloney – She said she has a great piece of information to give the Commissioners. She said she wanted to introduce Debra Garrity as the new Office Clerk, restitution, discovery, etc. and she is already getting glowing reports from everyone in the office. She used to be in Moscow and worked for Northern Outdoors for 16 years doing everything. The DA hopes she will be with us as long.

UT Administrator: He said he spoke with Phil Curtis and said he is having an engineer look at the shoulders on Lake Moxie Road. He said he had a hard time getting one to look at it but he did look at it last Thursday. They walked the road and he agreed that they would come up with a plan and get back to us next month.

H. UNFINISHED BUSINESS:

I. NEW BUSINESS:

Resolution 21 – 264 To approve the hires of Bryan Turner and Dustin Burgess as Full time Corrections Officers at the Somerset County Jail

Motion: Commissioner Sezak motioned to approve the hires of Bryan Turner and Dustin Burgess as Full time Corrections Officers at the Somerset County Jail

Second: Commissioner Trafton

Vote: 4-0

Resolution 21 – 265 To accept the resignation of Madison Jackson as Full time Corrections Officer at the Somerset County Jail

Motion: Commissioner Sezak motioned to accept the resignation of Madison Jackson as Full time Corrections Officer at the Somerset County Jail

Second: Commissioner Trafton

Vote: 4-0

Resolution 21 – 266 To approve the hire of Kelsey Wintle and Madison Jackson as Reserve Corrections Officer at the Somerset County Jail.

Motion: Commissioner Sezak motioned to approve the hire of Kelsey Wintle and Madison Jackson as Reserve Corrections Officer at the Somerset County Jail.

Second: Commissioner Trafton

Vote: 4-0

Resolution 21 – 267 To approve going out to bid for Comprehensive Medical Services for the Somerset County Jail

Motion: Commissioner Sezak motioned to approve going out to bid for Comprehensive Medical Services for the Somerset County Jail

Second: Commissioner Trafton

Vote: 4-0

Resolution 21 – 268 To approve the resignation of Danielle Pressey as Janitor for the Somerset County Courthouse

Motion: Commissioner Sezak motioned to approve the resignation of Danielle Pressey as Janitor for the Somerset County Courthouse

Second: Commissioner Trafton

Vote: 4-0

J. CAPITAL RESERVE EXPENDITURES:

K. UNORGANIZED TERRITORY:

Resolution 21 – 269 To award the contract for snow removal in Concord in the amount of \$694,110.00

Motion: Commissioner Trafton motioned to award the contract for snow removal in Concord

Second: Commissioner Sezak

Vote: 4-0

L. WARRANTS:

Resolution 21 – 270 To approve the Treasurer’s Warrants for the General Fund, SCJ and UT in the amounts of \$131,641.24 for General Fund; \$43,904.60 for SCJ; \$41,052.87 for UT and \$448,587.08 for TIF Tax Revenue for a Total of \$665,185.79.

Motion: Commissioner Sezak motioned to approve Treasurer’s warrants for General Fund, SCJ and UT in the amounts of \$131,641.24 for General Fund; \$43,904.60 for SCJ; \$41,052.87 for UT and \$448,587.08 for TIF Tax Revenue for a Total of \$665,185.79.

Second: Commissioner Trafton

Vote: 4-0

M. MISCELLANEOUS DISCUSSION ITEMS (Commissioners Only): Thanked Tobin Williamson for coming.

N. PUBLIC HEARING:

O. PUBLIC COMMENT: Valerie Royzman, reporter for Bangor Daily News– said part of her territory is in Somerset.

P. EXECUTIVE SESSION:

1) Title 1, Section 405(6)(A) – Contract

Motion: Commissioner Sezak motioned to go into executive session under Title 1, §405 (6)(A)– Contract
Second: Commissioner Trafton
Vote: 4-0

NO ACTION TAKEN

2) Title 1, Section 405(6)(A) – Contracts

Motion: Commissioner Trafton motioned to go into executive session under Title 1, §405 (6)(A)– Contracts
Second: Commissioner Sezak
Vote: 4-0

NO ACTION TAKEN

Q. ADJOURN:

Commissioner Graf motioned to adjourn at 5:30 PM