

COMMISSIONERS REGULAR MEETING

September 3, 2014

YORK,ss

At a regular meeting of the County Commissioners of the County of York, begun and holden at the York County Government Building in the Commissioners' Community Room in Alfred, within and for the County of York, being held on Wednesday, September 3, 2014 A. D. at 4:30 P. M.

COMMISSIONERS PRESENT:

Sallie Chandler
Daniel C. Cabral
Richard R. Dutremble
Michael J. Cote
Gary Sinden

County Manager Gregory Zinser was present at the meeting.

All present were invited to rise and salute the flag of the United States.

Call Meeting to Order

YOU ARE INVITED TO RISE AND SALUTE THE FLAG OF THE UNITED STATES

1 PUBLIC COMMENT(S) ON ANY ITEM(S)

None

2 TO REVIEW AND APPROVE THE MINUTES OF THE COUNTY COMMISSIONERS MEETING OF AUGUST 6, 2014

Commissioner Cabral motion to approve the minutes. Commissioner Dutremble seconded the motion. Vote 4-0. (Commissioner Sinden abstained as he was absent from this meeting.)

3 HEAR ANY REPORTS OF THE COMMISSIONERS

Chair Sallie Chandler informed all that she had asked Commissioner Cote to sit in as her proxy for the remainder of the year on the Maine County Commissioners' Association board.

4 HEAR A REPORT FROM THE COUNTY MANAGER

a. General updates on courthouse office space

County Manager Zinser explained that there is nothing new to report as far as court consolidation but there is movement of County personnel in the courthouse. The vault is being renovated to house two District Attorney employees. He added that there are ongoing electrical repairs at the courthouse which may be quite costly. To date, \$30,000.00 has been expended. Mr. Zinser went on to inform the board that there also are a couple of transition strips on the second floor of the courthouse where recently an elderly woman tripped. A flooring contractor has been contacted to see what can be done to resolve this issue.

b. Personnel items (hirings, postings, engagement, time keeping, Administrative Professional Day)

The County Manager stated that Astrid Marshall had been hired as a part-time employee in the Probate Department and Scott Anderson part time as a janitorial employee. He added that the Sheriff is actively recruiting officers and we are also recruiting for an EMA Director.

County Manager Zinser stated that the conversion to hand scanning for time keeping is underway. This completes phase 1 of our technology upgrade. The next step would be to institute an employee self-serve portal.

The County Manager introduced H.R. Director, Linda Corliss, to talk about other items.

Linda Corliss informed the board that we have also posted for a part time legal secretary in the District Attorney's office. This is being distributed internally and if no candidates apply, it will be posted externally. She added that we have had a great response for the EMA Director with about 14 applications to date.

Linda went on to state that there have been a series of lunch and learns with good participation from our employees as well as the installation of water coolers (water filtration system) at the courthouse and jail. She added that she will be putting on an Administrative Professionals Day in October to expand training.

H.R. Director Corliss is also working on a County employee recognition program by putting together a committee. She added that York County has

lots of long time employees who should be recognized perhaps with an annual luncheon.

Linda informed the board that our worker's compensation rates have dropped. The County is involved with the MMA leadership program, modified duty has been instituted as well as a work well process which is getting employees back to work quicker.

The County Manager added that the Sanford Town Club has been rented for AP Day and that speakers and extensive training will be occurring. Chair Chandler thanked Linda for her hard work. County Manager Zinser added that Linda is a very valuable asset to York County and has made many inroads and good policy changes.

c. Act on employment status of County employee (may require executive session)

***Delayed-not heard

d. Update on jail van purchase- The County Manager explained that the 2015 budget has a van purchase included. An RFP was done a couple of months ago and sent out to six dealerships. No one responded. Mr. Zinser continued that we are looking for a specific type of van that meets our criteria. He asked for permission from the Commissioners to waive formalities in the bidding process to see if we can go and find the type of van needed. He added that the Sheriff has a line on several of the types of vans we are looking for in Boston. County Manager Zinser further stated that due to the accident with one of our vans last week which was totaled (\$15,000 in insurance money will be received), we now need two vans. He asked the Commissioners if they have any issues with this. Commissioner Cote questioned the cost of the van.

Sheriff Ouellette responded that it is an E350 van costing approximately \$28,725.00 but explained that we have to install an auxiliary air conditioner in the back for an added cost of about \$1,000.00. The dealer has told the Sheriff if we purchase two vans, he will charge us \$29,000.00 each.

Commissioner Dutremble asked what the budgeted amount for the van is. Mr. Zinser responded that \$27,600 is budgeted. Commissioner Dutremble stated that the Commissioners will have to vote to appropriate money from another line. The County Manager replied or cancel an appropriation.

Commissioner Dutremble motioned to approve waiving bidding formalities and appropriate up to \$15,000.00 in jail reserves to purchase two vans for the jail. Commissioner Cabral seconded the motion. Vote 5-0.

Commissioner Dutremble asked the status of the audit. The County Manager stated that the Finance Director has contacted department leaders and the auditor has been here.

5

NEW BUSINESS

None

OLD BUSINESS

- a. Enter into executive session pursuant to 1 M.R.S.A. § 405 (6) (F)-poverty abatement (continuation of August 6th Hearing)

Commissioner Dutremble motioned to enter into executive session.
Commissioner Cabral seconded the motion. Vote 4-0.

**Action taken is confidential and contained in the applicant's file.

Commissioner Cabral motioned to come out of executive session.
Commissioner Dutremble seconds the motion. Vote 4-0.

- b. Reconvene to hear tax abatement denial appeal hearing for Edward Hawkins and Mary Marcum (property in Lebanon, ME) *** HEARD FIRST

The County Manager reminded Mr. Hawkins and Ms. Marcum that the Board had asked for clarification from counsel on their ability to make a decision on a process related question (the length of time it took to get a decision from the town on what needed to be done to combine the properties.) Commissioner Chair Chandler explained that the Commissioners cannot rule on a process related item as they have no authority to do so. In order for the Commissioners to grant tax abatement, three criteria are considered: was the assessment arrived at in an irrational or an unreasonable manner, were you were discriminated against, or was the assessment was fraudulent.

Commissioner Cote motioned to deny a tax abatement request for Edward Hawkins and Mary Marcum and adopt the Findings of Facts as presented.
Commissioner Dutremble seconded the motion. Vote 4-0.

* Commissioner Sinden recused himself from the Hearing continuation as he was absent from the first part of the Hearing which took place at the August 6th meeting.

County Manager Zinser asked Commissioners to confirm the hiring of Shane Anderson (p/t maintenance) and Astrid Marshall (p/t Probate)

Commissioner Cabral motioned to approve the hirings of Anderson and Marshall. Commissioner Dutremble seconded the motion. Vote 5-0.

The County Manager also informed the Commissioners that he had spoken to John Sylvester in regards to snow plowing at the jail.

7 PUBLIC COMMENT(S) ON ANY ITEM(S)

8 TO CONDUCT AN EXECUTIVE SESSION ON PERSONNEL ISSUES PURSUANT TO 1 M.R.S.A. §405 (6) (A), ACQUISITION OF REAL PROPERTY OR ECONOMIC DEVELOPMENT PURSUANT TO 1 M.R.S.A. § 405 (6) (C), LABOR NEGOTIATIONS PURSUANT TO 1 M.R.S.A. § 405 (6) (D) AND CONSULTATION WITH LEGAL COUNSEL PURSUANT TO 1 M.R.S.A. § 405 (6) (E).

9 ADJOURN

Commissioner Sinden motioned to adjourn. Commissioner Cabral seconded the motion. Vote 5-0.