

## COMMISSIONERS REGULAR MEETING

July 1, 2020

*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 Alfred, within and for the County of York, being held on Wednesday, July 1, 2020 A. D. at 4:30 p.m.

### COMMISSIONERS PRESENT:

Richard R. Dutremble  
Michael J. Cote  
Richard Clark  
Robert Andrews  
Allen Sicard

County Manager Gregory Zinser and Deputy County Manager Linda Corliss were present at the meeting.

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

#### 07-01-20      ITEM

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

None

#### 2      TO APPROVE THE MINUTES OF THE FOLLOWING MEETINGS:

a. Regular Meeting of June 3, 2020-

Commissioner Clark motioned to approve the minutes. Commissioner Sicard seconded the motion. Vote 4-0 (Commissioner Dutremble not yet present)

b. Special Meeting of June 11, 2020-

Commissioner Clark motioned to approve the minutes. Commissioner Sicard seconded the motion. Vote 4-0 (Commissioner Dutremble not yet present)

#### 3      TO APPROVE TREASURER'S WARRANTS

a. Approve treasurer's warrant dated June 3, 2020 in the amount of \$475,934.36

Commissioner Clark motioned to approve the warrant. Commissioner Sicard seconded the motion. Vote 4-0 (Commissioner Dutremble not yet present)

b. Approve treasurer's warrant dated June 10, 2020 in the amount of \$819,140.95

Commissioner Clark motioned to approve the warrant. Commissioner Sicard seconded the warrant. Vote 4-0 (Commissioner Dutremble not yet present)

c. Approve treasurer's warrant dated June 18, 2020 in the amount of \$200,376.04

Commissioner Clark motioned to approve the warrant. Commissioner Sicard seconded the motion. Vote 4-0 (Commissioner Dutremble not yet present)

d. Approve treasurer's warrant dated June 24, 2020 in the amount of \$556,540.75

Commissioner Clark motioned to approve the warrant. Commissioner Sicard seconded the motion. Vote 4-0 (Commissioner Dutremble not yet present)

4 **TO HEAR ANY REPORTS FROM THE COUNTY COMMISSIONERS**  
None

5 **TO HEAR ANY REPORTS FROM THE COUNTY MANAGER**  
County Manager Greg Zinser announced that Chief Deputy Tom Baran's last day of work was tomorrow (July 3<sup>rd</sup>). He informed the Commissioners that he relayed to Tom Baran their gratitude to him for his years of service in York County. The County Manager added that Finance Director, Vicki Ridlon's last day was tomorrow, also. He added that they are both retiring. Mr. Zinser added that he also conveyed thanks to them both from the Commissioners at a Department Leader meeting earlier in the day.

6 **HEAR FOP GRIEVANCE** (executive session pursuant to 1M.R.S.A. §405 (6)(A))  
This item was postponed.

7 **NEW BUSINESS**

- a. Introduce H.R. Director, Linda Corliss to request the hiring of Michael Barker in the position of EMA Hazmat Technician with an effective date of July 2, 2020.  
H.R. Director Linda Corliss approached the Board and requested the hiring of Mr. Barker with an effective date of July 2, 2020. She added that he is currently the North Berwick Fire Chief.  
Commissioner Clark motioned to approve the hiring of Michael Barker in the position of Hazmat Technician in the EMA with a hire date of July 2, 2020.  
Commissioner Sicard seconded the motion. Vote 4-0 (Commissioner Dutremble not yet present)
- b. Commissioner Approval of tax commitments-  
Commissioner Clark motion to approve the tax commitments in the amount of \$17,972,861 for fiscal year 2021. Commissioner Sicard seconded the motion.  
Vote 4-0 (Commissioner Dutremble not yet present)
- c. Commissioner review and approval of HVAC bids-  
Facilities Manager, Rick deRochemont reviewed the bid process with the Commissioners. He stated that they conducted a pre-bid meeting at which three companies were in attendance. Only two companies bid, stated the Facilities Manager. The jail only had one bid received. He added that the Commissioners will note from the memo he provided with the quotes (attached as record of these minutes), an increase on the food pantry bid. Some equipment in the building was not being serviced. Commissioner Clark asked if these are the same vendors for each building as in the last contract. Rick deRochemont replied, no. The jail has the same company but the Government Building and the Food Pantry have different companies. The courthouse stays with the same company. Commissioner Clark asked Facilities Manager, Rick deRochemont if he was satisfied with service from both? Rick replied he was.  
Commissioner Sicard questioned the discrepancy in bids. Facilities Manager Rick deRochemont explained that Mechanical Services knows the system as they've done it for years so he suspects that is why their quote is lower. He feels the same is true

with AAA, who has been doing the Recovery Center for years so their bid was low. Commissioner Clark motioned to approve the bid with AAA for the jail in the amount of \$58,464.00. Commissioner Sicard seconded the motion. Vote 4-0. (Commissioner Dutremble not present.)

Commissioner Clark motioned to approve the bid from AAA for the Government Building in the amount of \$6,000. Commissioner Sicard seconded the amount. Vote 4-0 (Commissioner Dutremble not present)

Commissioner Clark motioned to approve the bid from AAA for the Recovery Center in the amount of \$2,880.00. Commissioner Sicard seconded the motion. Vote 4-0 (Commissioner Dutremble not present yet)

Commissioner Clark motioned to award the bid for the Food Pantry to AAA in the amount of \$1,748.00. Commissioner Sicard seconded the motion. Vote 4-0 (Commissioner Dutremble not present)

Commissioner Clark motioned to award the bid for the courthouse to Mechanical Services Inc in the amount of \$26,208.00. Commissioner Sicard seconded the motion. Vote 4-0 (Commissioner Dutremble not present yet).

- d. Discussion of continuation of Boarding Agreement with Cumberland County through February 1, 2021-

Lt. Col./Jail Administrator, Michael Vitiello informed the Commissioners that the contract (current) runs out today. He would like to move the new contract expiration date to February of 2021. He has no other changes requested. Commissioner Cote asked if the cost is the same? Lt. Col. Vitiello replied, yes and adding the potential for female inmates as well as we are currently housing them (in Cumberland). Commissioner Sicard commented that he heard there was a case of COVID at the Cumberland County jail and asked the Jail Administrator if he was comfortable with their process?

Jail Administrator, Michael Vitiello replied that he spoke to the Administrator on Monday and he is comfortable with their process.

Commissioner Clark motioned to extend the Jail Boarding Contract with Cumberland County until February 1, 2021 and authorized the County Manager to sign the contract extension. Commissioner Sicard seconded the motion. Vote 4-0 with Commissioner Dutremble not yet present.

- e. Commissioner review, discussion and possible approval of Resolution for Compensation Increases-

Count Manager Greg Zinser read the names on the Resolution as presented to the Commissioners (Resolution attached as record of minutes).

Commissioner Clark motioned to approve the Resolution as submitted.

Commissioner Sicard seconded the motion. Vote 4-0 (Commissioner Dutremble not present).

- f. Seek Commissioner approval to change Business Officer Designation to Rose Leeman on TCM Bank, NA credit card account-

County Manager Greg Zinser explained to the Commissioners that this action is necessary due to the retirement of Finance Director, Vicki Ridlon.

Commissioner Cote motioned to change the authorized business user on the County Credit card agreement with TCM Bank, N.A. from Finance Director, Vicki Ridlon to Deputy Treasurer Rose Leeman.

Commissioner Clark seconded the motion. Vote 4-0 (Commissioner Dutremble not yet present)

- g. Seek Commissioner approval to change Business Officer Designation to Lori Lemieux on Citibank account (CIGNA HRA fundings)-

Commissioner Cote motioned to change the authorized business user on the County

account with Citibank account for purposes of funding CIGNA HRA from Finance Director, Vicki Ridlon to the Assistant to the Finance Director, Lori Lemieux. Commissioner Andrews seconded the motion. Vote 4-0 (Commissioner Dutremble not yet in attendance).

County Manager Greg Zinser stated that as he mentioned earlier in the meeting, Vicki's last day is tomorrow. He continued that he is not going to be in a hurry and added that he will be looking at the current job description. Our Auditing firm can provide low level services. Mr. Zinser stated that he has spoken to them and they will come down a day or two a week. He added that he is also contemplating whether he wants to use them to help recruit a new Finance Director. We will need them for the closing out of the fiscal year. Therefore, commented the County Manager, it may be the first of September or later before we have a Finance Director. Lori and Rose are very capable.

Commissioner Cote voiced a concern of "how do we fill that hole and who is the "go to" person in that department?"

The County Manager replied that Lori (Lemieux) is very capable and understands the systems. But, we will be bringing help for tax payments, year-end and all other higher level stuff.

Commissioner Cote added that payroll is one of his concerns. County Manager Zinser responded that Lori is currently the point person. But, Lori is the only one who can do payroll so that is one of his concerns, also. One of the people from the auditing firm knows KRONOS somewhat and they are coming in next week, stated the County Manager.

Commissioner Dutremble stated that he wants to make sure we have the right people to answer the questions. Back in the day the reason the county was almost bankrupt was some people didn't know things and didn't ask. The Commissioners authorized certain things and they weren't being done.

Commissioner Sicard asked County Manager Zinser since the tax anticipation letters are just going out, if he is hearing anything from towns and cities that they may delay their payments and therefore might effect our tax flow?

County Manager Zinser replied that he has received two calls asking whether or not we would make accommodations if things can't be paid on time. He informed each town that he told them he couldn't comment on what the Commissioners would say but in the eight years he has been here we have not charged interest. The County Manager added that it was fair to say that every town is concerned.

Commissioner Sicard directed the County Manager to please keep the Commissioners posted especially since new people will be overseeing it.

- h. Schedule tax abatement denial appeal hearing for property in Berwick (recommended date of August 5, 2020)- County Manager Zinser asked the Commissioners that at the next meeting can we meet at 3:00 p.m. as we have some grievances that are pending and have been delayed so there are several that we need to hear. Commissioner Clark suggested that the tax abatement denial Hearing be heard at 3:00. Kathy is to contact parties for tax abatement to see if they can be present at 3:00 p.m.

Commissioner Clark motioned to begin the August 5<sup>th</sup> Commissioners meeting at 3:00 p.m. Commissioner Sicard seconded the motion. Vote 5-0.

Commissioner Clark motioned to meet for the tax abatement denial appeal hearing at 3:00, also. Commissioner Sicard seconded the motion. Vote 5-0.

- i. Notification of Chief Deputy Appointment/salary request-

The County Manager introduces Sheriff King who stated to the Commissioners, with the retirement of Chief Deputy Baran, Jeremy Forbes was the first person he thought of. Mr. Forbes has been with the Maine State Police in Troop A for 25 years. He will begin his new role as Chief Deputy on August 3, 2020.

Sheriff King stated that he is requesting a deviation from the pay ranges for elected officials as stated in the Human Resource Policy to \$87,000 as a starting salary.

The Sheriff added that the County Manager says the budget can support that.

Commissioner Clark motioned to approve the starting salary of Jeremy Forbes at \$87,000. Commissioner Sicard seconded the motion. Vote 5-0.

**8 OLD BUSINESS**

None

**9 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), REVIEW OF CONFIDENTIAL RECORDS PURSUANT TO 1 M.R.S.A. § 405 (6) (F)**

None

**10 PUBLIC COMMENT(S) ON ANY ITEM(S)**

Susan Wiswell from Kittery (via the phone) congratulated Tom Baran and Vicki Ridlon and wished them both the best of luck. She also welcomed Jeremy on board. She asked if there has been many people in the room and added that she is not sure if she should drive up from Kittery. County Manager Zinser replied that he can look at the agenda and that he can maybe give Susan an idea of what the crowd might look like. He suggested Susan Wiswell give him a call prior to the next meeting if she wished to attend.

Donna Ring from Sanford (via the phone) asked what is the difference between a Resolution and a Policy.

County Manager Greg Zinser stated the action of the Board is a Resolution.

Donna Ring asked if any formal procedure was used to determine who is going to get what (amount of pay increases)? The County Manager replied it is based on pay parity and compensates them for the duties they perform.

Donna Ring commented that it says (on the Resolution) due to increased responsibilities. What where they?

County Manager Zinser replied that the Commissioners are compensating them for what they are currently doing.

Donna Ring replied that must be the difference between a Resolution and policy.

Your policy book doesn't allow you to give raises in such fashion so I guess that's why you do a resolution, stated Donna Ring.

**11 ADJOURN**

Commissioner Clark motioned to adjourn. Commissioner Sicard seconded the motion. Vote 5-0. Meeting adjourned at 5:10 p.m.