

COMMISSIONERS MEETING

August 4, 2021

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 7, 2021 A. D. at 4:30 P. M.

COMMISSIONERS PRESENT:

Richard R. Dutremble
Richard Clark
Robert Andrews
Allen Sicard
Donna Ring

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 Done at workshop

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

Janet Drew commented via ZOOM regarding an e-mail she sent to the Commissioners. She stated that she also perused the report online regarding the ARP funds. She continued that her e-mail asked that the Commissioners designate some funds for human infrastructure. Ms. Drew added that she felt it was time to look a little more broadly.

2 TO APPROVE THE MINUTES OF THE FOLLOWING MEETINGS:

a. Special Meeting of June 23, 2021

Commissioner Clark motioned to approve the minutes. Commissioner Sicard seconded the motion. Vote 5-0.

b. Regular Meeting of July 7, 2021

Commissioner Clark motioned to approve the minutes. Commissioner Sicard seconded the motion. Vote 5-0.

3 TO APPROVE TREASURER'S WARRANTS

a. Warrants dated June 16, 2021 in the amount of \$430,982.01

Commissioner Clark motioned to approve the warrant. Commissioner Sicard seconded the motion. Vote 5-0.

b. Warrants dated July 7, 2021 in the amount of \$714,934.37

Commissioner Clark motioned to approve the warrant. Commissioner Sicard seconded the motion. Vote 5-0.

c. Warrants dated July 14, 2021 in the amount of \$599,987.44

Commissioner Clark motioned to approve the warrant. Commissioner Sicard seconded the motion. Vote 5-0.

d. Warrants dated July 21, 2021 in the amount of \$307,943.76

Commissioner Clark motioned to approve the warrant. Commissioner Sicard seconded the motion.

Commissioner Ring spoke on a point of order to question a bonus given to an employee (listed on the warrant). She stated that she did not know we gave bonuses out.

County Manager Zinser recommended this matter be discussed in an executive session.

Vote 4-1 with Commissioner Ring opposed.

4. TO HEAR ANY REPORTS FROM THE COUNTY COMMISSIONERS

None

5. TO HEAR ANY REPORTS FROM THE COUNTY MANAGER

None

6. NEW BUSINESS

a. Discussion on ending the State of Emergency on August 8, 2021- County Manager Greg Zinser explained that he is asking the Commissioners to end the State of Emergency and create three new positions and that then we are asking for transfers for a pool of existing employees that were temporary.

H.R. Director Linda Corliss addressed the Board.

i. Review and approval of three new EMA positions. H.R. Director Corliss explained that these positions need to be new hires into reserve positions. She continued that specific positions were created and also we have to bring on reserve nurses and higher level employees that can actually administer vaccines. EMA Director Art Cleaves addressed the Board and stated that there has been a spike today with the requests for new vaccine clinics. He continued that he made a mistake on one name. He had dropped Steven Coombs but he requested to put him on the list in the #2 category. County Manager Zinser asked if there was background information presented for Mr. Coombs. H.R. Director Corliss replied, she had nothing prepared for tonight.

County Manager Zinser ask the Board if they would be willing to have an 8:00 meeting to hire some employees later in the month.

Commissioner Clark stated that he would support a special meeting if necessary but that he was not comfortable taking someone out of the process of hiring. He added that he was not willing to hire anyone tonight who hasn't gone through the process.

H.R. Director Corliss stated that Mr. Coombs was a temporary employee before but that she does not have a hiring package tonight with a background check.

Commissioner Clark asked if a background check was done prior?

H.R. Director Corliss replied, not by H.R.

Commissioner Clark replied, that he wanted to follow procedure.

Director Cleaves explained that they did do the background checks prior. He further explained that they are dropping some people and transferring them over for reserve employees.

Commissioner Ring commented that she does not appreciate having this stuff provided to the Commissioners an hour before the meeting. She continued that she

does not like that we've been hit with 3 positions and haven't had time to flush this out.

Commissioner Ring asked how it was decided who you were going to keep as reserves?

H.R. Director Corliss replied, the ones who wanted to stay.

Commissioner Ring asked, you offered everyone to stay?

H.R. Director Corliss replied that Art said he needed some people for the mobile clinic, so, he selected people that were willing to continue.

Commissioner Ring asked what the process was to determine who was to be kept on as reserve and at what level.

H.R. Director Corliss explained, their ability to administer vaccine.

Level D2, explained H.R. Director Corliss are paramedics or nurses who can administer the vaccine.

Level D3 is a higher level position that will coordinate and be a leader of the mobile vaccines.

Commissioner Ring asked if there was any future thought of these becoming permanent positions?

H.R. Director Corliss stated no, these positions are for disasters. She added that down the road there could be a different type of disaster.

Commissioner Ring replied that instead of volunteers, we now pay a stipend.

County Manager Zinser responded (this is the) same we have been doing all along.

Commissioner Ring replied that we never established a process to bring them on.

Now they are become a reserve with benefits.

H.R. Director Corliss responded that there are no benefits and wages are reimbursable by FEMA

Commissioner Clark confirmed with Director Cleaves that he needs this person (Mr. Coombs) on Saturday.

Director Cleaves stated, that is correct.

Commissioner Clark stated that on Saturday you will still be operating under the SOE as it doesn't end until August 8th and that he would prefer we go through the normal process.

Director Cleaves replied, yes, but to compliment it more, he is needed on the 12th.

He added that he would not be asking for individuals unless they are desperately needed. Some are R.N.s so they can be used at clinics that are needed right now.

Commissioner Ring asked if those under the D3 classification that pays \$35.00 per hour, licensed?

H.R. Director Corliss replied, yes, this person is an advanced paramedic and now the coordinator of the Emergency Response Team.

Commissioner Ring asked if we run more than one mobile unit a day?

Director Cleaves replied, yes, they have nine clinics lined up for this month and into September, schools will be coming in. We expect the school districts to ask for clinics.

Commissioner Ring commented that she recognizes that this is temporary, but who would normally oversee this- the EMA Director or EMA Deputy Director?

H.R. Director Linda Corliss replied that she doesn't believe Art (or Megan have their medical license.

Commissioner Ring replied but it's COVID and not a permanent situation.

EMA Director Cleaves clarified that when we transfer these individuals, it is not just for this disaster. Sometimes we have to activate EOC. We now only have a staff of five, explained Director Cleaves.

Commissioner Clark asked what days do you need this individual for?
Director Cleaves replied August 12th and then twenty- one days after that.
Commissioner Clark motioned to end the State of Emergency at 11:59 p.m.
Thursday, August 12th. Commissioner Andrews seconded the motion. Vote 5-0.

Commissioner Clark moved to approve the three job descriptions as presented.
Commissioner Andrews seconded the motion.

DISCUSSION: Commissioner Ring commented that she wished that the
Commissioner had more discussions on this. She added that she was not appreciative
of having this the last minute.
Vote 5-0.

- ii. EMA hires of reserve employees: Disaster Assistance Responder 1 with a pay rate of \$18.00 per hour: Kevin McCormick with a date of hire of 8-5-2021
Commissioner Clark motioned to approve the above-noted hiring. Commissioner Andrews seconded the motion. Vote 4-1 with Commissioner Ring opposed.
Commissioner Clark motioned to approve the hiring of Larry Hammond in the D1 position with a date of hire of 8-5-2021. Commissioner Andrews seconded the motion. Vote 4-1 Commissioner Ring opposed and stated that the hire date should be the 12th (of August).
Commissioner Clark motioned to approve the hiring of Zarek Melick in the D1 position with a date of hire of 8-5-2021. Commissioner Andrews 2nd. Vote 4-1 Commissioner Ring opposed stating the date of hire should be the 12th (of August).
Commissioner Clark motioned to approve the hiring of Kimberly Aiken in the D1 position with a date of hire of 8-9-2021. Commissioner Andrews seconded the motion. Vote 4-1 with Commissioner Ring opposed
Commissioner Clark motioned to approve the hiring of Claire Curtis in the D1 position with a date of hire of 8-9-2021. Commissioner Andrews seconded the motion. Vote 4-1 with Commissioner Ring opposed stating the date of hire should be the 12th (of August).
Commissioner Clark motioned to approve the hiring of Denise Benton in the D1 position with a date of hire of 8-9-21. Commissioner Andrews seconded the motion. Vote 4-1 with Commissioner Ring opposed and stating the date of hire should be the 12th.
Commissioner Clark motioned to approve the hiring of Sylvia Sutton in the D2 position with a rate of pay of \$25.00 per hour with a date of hire of 8-9-21. Commissioner Andrews seconded the motion. Vote 4-1 with Commissioner Ring opposed commenting that these dates were made with the ending of the SOE. We could've just done them all on the 12th as we changed the SOE.
Commissioner Clark motioned to approve the hiring of Avery Mee in the D2 position with a date of hire of 8-9-21. Commissioner Andrews seconded the motion. Vote 4-1 with Commissioner Ring opposed stating the date of hire should be the 12th (of August).
Commissioner Clark motioned to approve the hiring of Judith Lamb in the D2 position with a date of hire of 8-9-21. Commissioner Andrews seconded the motion. Vote 4-1 with Commissioner Ring opposed, stating should be the 12th (of August).
Commissioner Clark motioned to approve the hiring of Patricia Boston in the D2 position with a date of hire of 8-9-21. Commissioner Andrews seconded the motion. Vote 4-1 with Commissioner Ring opposed.

Commissioner Clark motioned to approve the hiring of Leslie Trentalange in the D2 position with a date of hire of 8-9-21 Commissioner Andrews seconded the motion. Vote 4-1 with Commissioner Ring opposed.

Commissioner Clark motioned to approve the hiring of Kathy Fraser in the D2 position with a date of hire of 8-9-21. Commissioner Andrews seconded the motion. Vote 4-1 with Commissioner Ring opposed.

Commissioner Clark motioned to approve David Garriepy in the D3 position at a pay rate of \$35.00 per hour with a date of hire of 8-4-21. Commissioner Andrews seconded the motion. Vote 4-1 with Commissioner Ring opposed.

b. Introduce H.R. Director Linda Corliss to obtain hiring approval of the following individuals:

i. Hiring of Matthew Jones in the position of temporary Part-time Director of Professional Standards (jail investigator) for one year within the Sheriff's Office with a hire date of August 23, 2021-

H.R. Director Corliss addressed the Board and informed them that this is the position the Commissioners approved at a previous meeting.

Commissioner Clark asked how many hours will this person be working?

H.R. Director Corliss replied up to 29 ½ hours.

Commissioner Ring asked if we know how many applications were received? H.R. Director Corliss replied that she did not but thought it was between 12 and 15. Six persons were interviewed. Commissioner Ring

asked who was on the hiring board? H.R. Director Corliss replied Nathan Thayer, Sheriff King and myself. Commissioner Ring asked that since this

(position) is temporary, is there a possibility of making this full-time? H.R. Director Corliss replied that there has been no discussion yet.

Commissioner Ring commented that this person has a relative in the department so how would he investigate his own relative? County Manager

Zinser replied that the other individual is in the Patrol division.

Commissioner Clark motioned to approve the hiring of Matthew Jones in the position of part-time, temporary director of professional standards (jail investigator) with a date of hire of August 23, 2021. Commissioner

Andrews seconded the motion. Vote 5-0.

ii. Hiring of Caitlin Lipert in the position of full-time Training and Response Coordinator in EMA with a hire date of August 9, 2021. H.R. Director Corliss informed the Board that she was a former Corrections Officer at our jail.

Commissioner Clark approved the hiring of Caitlin Lipert in the position of full-time Training and Response Coordinator in EMA with the hiring date of August 9, 2021. Commissioner Andrews seconded the motion. Vote 4-1 with Commissioner Ring opposed.

iii. Hiring of Eric Quatrano in the position of full-time Courthouse Security at within the Sheriff's Office with a hire date of August 16, 2021-

Commissioner Ring asked if this position is a deputy. H.R. Director Corliss replied this is a full-time position using the new job description that was previously approved by the Commissioners. He will be carrying a firearm and will be under Deputy Grovo in the civil division.

Commissioner Ring asked why it was not a Union position since it's full time law enforcement. The County Manager replied that it is not a patrol function. H. R. Director Corliss added that this position will not respond to

calls. Commissioner Ring responded (the position) requires a law enforcement certification; correct? She added that she wants to make sure

that it was discussed whether this is a union position or not. Civil process is not required to have law enforcement authority, stated Commissioner Ring. Sheriff King replied that it is our policy. Commissioner Ring asked if he will be assigned a vehicle? Sheriff King responded, no. Commissioner Ring asked if this position is given 41 days (paid time off) up front. H.R. Director Corliss replied, yes, it is a full-time position. Commissioner Ring asked what the hourly wage is. H.R. Director Corliss responded, \$21.00. Commissioner Clark motioned to approve the hiring of Eric Quatrano in the position of full-time courthouse security with a date of hire of August 16, 2021. Commissioner Andrews seconded the motion. Vote 4-1 with Commissioner Ring opposed and stated that she did not support the position.

iv. Hiring of Hannah Lyons as a full-time Corrections Officer with a start date of August 9, 2021- H.R. Director Corliss informed all that she is currently a reserve corrections officer and wants to come on board full time. Commissioner Clark motioned to approve the hiring of Hannah Lyons with a date of hire of August 9, 2021. Commissioner Andrews seconded the motion. Vote 5-0.

Commissioner Clark stated that he was glad to see we have a Corrections Officer coming on and asked if there was anyone else coming on. H.R. Director Corliss responded, yes, we have some but not through the process yet. Three or four more people will take the Alert test next week. There is an academy being held in September.

c. Commissioner review and vote on School Resource Officer Contract-County Manager Zinser explained that this contract is slightly different than the ones in the past. It begins on August 16th and ends in June. This is mutually beneficial as with staffing shortages, it provides the Sheriff's Office with coverage. Commissioner Clark motioned to approve the School Resource Officer contract. Commissioner Andrews seconded the motion.

Discussion: Commissioner Ring asked is the school paying currently for the summer or have they stopped paying on the previous contract? County Manager Zinser replied that at this point, the school district is in agreement with us that we can use this person on patrol and they do not have to pay. There is a need at the Sheriff's Office for coverage since there are several vacancies.

Commissioner Ring asked about the vehicle. Sheriff King responded that he is using the vehicle while he is on the road. Commissioner Ring asked if this position will go into the regular budget as it is not fully reimbursed. County Manager Zinser responded that beginning on August 16, 2021, it will be fully reimbursable. He further explained that there is a coding system in payroll and that individual's salary will be paid by the general fund when they are working in patrol. Commissioner Ring said that her question was since the school district is not paying for the whole year anymore, shouldn't this be turned over to our operational budget? County Manager Zinser stated it is a special revenue fund. Commissioner Ring asked if they were just billed for salary? County Manager Zinser stated no, they are billed for vacation time, cell phone, etc. Vote 5-0.

d. Commissioner review and vote on Pre-trial Contract- Commissioner Clark motioned to approve the one-year contract. Commissioner Andrews seconded the motion. Vote 5-0

e. Commissioner review and vote on Waterboro Contract Deputy Agreement

County Manager Zinser explained this agreement is for two deputies. Commissioner Clark moved to approve the contract. Commissioner Andrews seconded the motion. Vote 5-0.

- f. (not on agenda-result of ARP workshop) Commissioner Clark motioned to expose and expend \$255,000 from the ARP funds over the life of the contract for the fund manager, David Nalchajian. Commissioner Sicard seconded the motion. Vote 5-0.

Commissioner Clark motioned to approve up to \$38,000 from the ARP funds to purchase a vehicle for mobile vaccinations. Commissioner Andrews seconded the motion. Vote 5-0.

Commissioner Clark motioned to authorize and appropriate \$500,000 from ARP funds for engineering and design of projects previously identified in County updates. Commissioner Sicard seconded the motion. Vote 5-0.

Commissioner Clark motioned to appropriate from the ARP funds up to \$12,000 for the vestibule for the Registry of Deeds office. Commissioner Sicard seconded the motion. Vote 5-0.

7 OLD BUSINESS

- a. Redistribution of credit card limits- The County Manager explained that the Commissioners approved increases in limits during the State of Emergency for EMA but the bank never instituted the change requests.

Commissioner Clark motioned to approve the proposed limits up to \$100,000 (breakdown of limits included as record of minutes). Commissioner Sicard seconded the motion. Vote 5-0.

****HEARD AFTER ITEM #9****

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

- a. To conduct an executive session pursuant to 1 M.R.S.A. §405 (6)(A).
Commissioner Clark motioned to enter into executive session pursuant to 1 M.R.S.A. §405 (6) (A), personnel. Commissioner Sicard seconded the motion.
Commissioner Clark motioned to come out of executive session. Commissioner Sicard seconded the motion. Vote 5-0.

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

None

10 ADJOURN

Commissioner Clark motioned to adjourn. Commissioner Sicard seconded the motion. Vote 5-0. Meeting adjourned at 6:05 p.m.