

COMMISSIONERS MEETING

May 4, 2022

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, May 4, 2022 A. D. at 4:30 P. M.

COMMISSIONERS PRESENT:

Richard R. Dutremble -excused
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

05-04-22 ITEM

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

None

2 TO APPROVE THE MINUTES OF THE FOLLOWING MEETINGS:

- a. Commissioners meeting of April 13, 2022
Commissioner Clark motioned to approve the minutes with corrections.
Commissioner Andrews seconded the motion. Vote 4-0.

3 TO APPROVE TREASURER'S WARRANTS

- a. Warrants to be approved on April 13, 2022, in the amount of \$619,093.38
Commissioner Clark motioned to approve the warrants. Commissioner Andrews seconded the motion. Vote 4-0.
- b. Warrants to be approved on April 20, 2022 in the amount of \$457,505.31
Commissioner Clark motioned to approve the warrants. Commissioner Andrews seconded the motion. Vote 4-0.
- c. Warrants to be approved on April 27, 2022 in the amount of \$1,303,825.16 (\$750k ARPA expenses)

Commissioner Clark moved to approve the warrant. Commissioner Andrews seconded the motion. Vote 4-0.

4 TO HEAR ANY REPORTS FROM THE COUNTY COMMISSIONERS

None

5 NEW BUSINESS

a. H.R. Director Linda Corliss to request approval for the following new hires:

i. Ellis Mattison III in the position of corrections officer in the Sheriff's Office with a start date of 5-6-22- Commissioner Clark motioned to approve the hiring of Ellis Mattison III in the position of corrections officer in the Sheriff's Office with a start date of 5-6-22.

Commissioner Andrews seconded the motion. Vote 4-0.

ii. Bo McLain in the position of corrections officer in the Sheriff's Office with a start date of 5-6-22- Commissioner Clark motioned to approve the hiring of Bo McLain in the position of corrections officer in the Sheriff's Office with a start date of 5-6-22. Commissioner Ring seconded the motion.

Discussion: Commissioner Clark asked if the first gentleman still has to go to the academy? H.R. Director Corliss replied, y as he attended previously in New York.

Commissioner Clark asked how many vacancies (corrections officers)? H.R. Director Linda Corliss replied that the jail is pretty much in the same spot as last summer as far as vacancies. She added that they have been at a lot of job fairs. Vote 4-0.

b. Christina Howe of RHR Smith & Company Auditing Firm to present (via ZOOM) York County 'FY 2021 budget- via ZOOM

Christina Howe from RHR Smith & Company presented the audit via a PowerPoint presentation (included with minutes as record). Ms. Howe explained that a Federal compliance audit was required due to Federal expenditures of \$750,000 or more triggering a Federal audit. No deficiencies or weaknesses were found, explained the auditor.

Christina Howe reviewed the Management letter and pointed out one of the items is the recommendation that the Finance Office needs some additional staffing. She continued that it is a lot for the staff to stay on top of all the reconciliation that needs to be done.

Another item mentioned in the management letter is the need for York County to adopt a Procurement policy. She advised that York County will want to be sure this (procurement policy) follows Federal compliance. Ms. Howe added that York County will have compliance testing the next few years, so this item has some urgency.

County Manager Greg Zinser replied that we do have a draft, but our attorney wanted to review it one more time. He added that he hopes to have that by next week. The County Manager explained to the Commissioners that's why they are being asked to approve the RFQ tonight.

Commissioner Clark asked what about the other issues in the management letter? County Manager Zinser stated that our response is we agree with them and that they are largely due to manpower issues. The audit occurred when we had minimal staffing. As we move forward, we probably need to be bringing on someone else

in the future. A lot of work has been placed on a very small finance department. He added that he will probably put that in next year's budget.

Commissioner Sicard commented thanked Christina Howe.

Commissioner Ring asked about the civil process account. County Manager Zinser explained that is a separate fund. He added that the fund is in a deficit. We will be presenting the Commissioners with a list of deficit accounts to clean up.

Commissioner Ring asked if there were any deficits in reimbursable accounts.

County Manager Zinser said that we would have to go back and look.

Commissioner Ring asked was there a deficit from the year before? Finance Director Lemieux responded, yes, (speaking about civil process) some of it was from 2020 but most from 2021. We kept them (civil process employees) employed during COVID, explained County Manager Zinser.

Commissioner Clark moved to accept the 2021 audit. Commissioner Andrews seconded the motion. Vote 4-0.

- a. Review and seek Commissioner approval on RFQ's for Architectural and Engineering Services- County Manager Zinser explained that three companies responded that they were interested in submitted a response but only one company ended up submitting a proposal. We did advertise in newspapers in York County and on our website. Request to the Board is that you would award the RFQ to Lassell Architects and then we would seek a contract for you to approve, explained the County Manager. Commissioner Ring asked if this is ARPA funds? County Manager Zinser replied, yes, for engineering.

Commissioner Clark motioned to award and approve the rfq to Lassell Architects and to authorize the County Manager to enter into discussion for costs of a contract. Commissioner Andrews seconded the motion. Vote 4-0.

- b. Commissioner approval on Sheriff's Office forfeiture request- Commissioner Sicard read the motion (included as record). Commissioner Ring seconded the motion. Vote 4-0.

6 OLD BUSINESS

- a. ARPA Federal Expenditure report- County Manager Zinser referred to the quarterly report submitted to the Federal Government for the period of January through March.

ARPA Financial Project Manager Dave Nalchajian, Sr. explained that My Place Teen Center and Fairtime projects are off and running. Fairtime closed on their property.

- b. Update on Budget Committee- County Manager Zinser informed all that the budget committee will hold their meeting on Saturday, May 7th at 8:30 a.m. We hope to get it done in one day, he stated. Only 8 of 15 seats were filled so the decision was made to go with a Saturday. There will still need to be a Public Hearing.

7 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. Enter into executive session pursuant to 1 M.R.S.A. § 405 (6) (D) labor negotiations.

Commissioner Clark motioned to enter into executive session. Commissioner Andrews seconded the motion. Vote 4-0.

Commissioner Clark motioned to come out of executive session. Commissioner Andrews seconded the motion. Vote 4-0.

No action taken.

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

*****HEARD BEFORE ITEM #7*****

None

9 ADJOURN

Commissioner Clark motioned to adjourn. Commissioner Andrews seconded the motion. Vote 4-0. Meeting adjourned at 5:35 p.m.