

## COMMISSIONERS MEETING

May 19, 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, May 19, 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

#### 05-19-21 ITEM

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

Janet Drew spoke via ZOOM and stated that she wished to talk about what plans the county is making for Federal COVID money.

Senator King's office stated that the money can be used for things that have been exacerbated by the pandemic like mental health issues. She continued that there is money coming to schools and money for infrastructure and climate. She is hoping we are going in the direction that will divert people from the jail and into programs that will help them succeed. I think the county has a regional role to partner with agencies and other government entities that are getting money.

Commissioner Dutremble replied to Mrs. Drew that there will be further discussion (of the use of the ARP funds) under new business.

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

a. Regular Meeting of May 5, 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 May 5, 2021 in the amount of \$687,170.09  
Commissioner Clark motioned to approve the warrant. Commissioner Sicard seconded the motion. Vote 5-0.
- b. Warrants dated May 12, 2021 in the amount of \$394,398.87  
Commissioner Clark motioned to approve the warrant. Commissioner Sicard seconded the motion. Vote 5-0.

**4 TO HEAR GRIEVANCE CONTINUANCE FROM FOP UNION**

(executive session pursuant to personnel issues 1 M.R.S.A. §405 (6) (A) and/or consultation with legal counsel pursuant to 1 M.R.S.A. § 405 (6) (E) may be necessary)

Commissioner Sicard motioned to take this item off the table. Motion seconded by Commissioner Clark. Vote 5-0.

Commissioner Clark motioned to enter into executive session pursuant to 1 M.R.S.A § 405 (6) (E), consultation with legal counsel. Commissioner Sicard seconded the motion. Vote 5-0.

Commissioner Clark motioned to come out of executive session. Commissioner Sicard seconded the motion. Vote 5-0.

Commissioner Dutremble informed all that he will recuse himself from voting.

Commissioner Clark motioned to deny the grievance. Commissioner Andrews seconded the motion. Vote 3-1 (Commissioner Ring opposed and Commissioner Dutremble recused.)

**5 TO HEAR ANY REPORTS FROM THE COUNTY COMMISSIONERS**

None

**6 TO HEAR ANY REPORTS FROM THE COUNTY MANAGER**

- a. Update on Budget Committee process-The County Manager informed all that the next meeting will be at 6:00 p.m. tonight.  
He went on to explain that once the guidance for the use of ARP funds arrived, it was discovered that it was not an allowable use of funds to add to the deeds revenue so that was removed from the budget and the deeds revenue was bumped back up to last year’s amount. We have received some additional funds from MEMA so that revenue line was increased by about \$13,251.00. These are the only changes in the budget so far.

**7 NEW BUSINESS**

- a. Introduce H.R. Director, Linda Corliss to seek hiring approval for Kaitlyn O’Neil in the position of jail records clerk with a hire date of June 7, 2021.-  
H.R. Director Linda Corliss requested the hiring of Kaitlyn O’Neil in the position of Jail Records Clerk with a hire date of June 7, 2021. She explained that this position is already a funded position.  
Commissioner Clark motioned to approve the hiring of Kaitlyn O’Neil in the Position of Jail Records Clerk with a hiring date of June 7, 2021. Commissioner Sicard seconded the motion.  
DISCUSSION: Commissioner Ring asked what the starting rate of pay is.  
H.R. Director Corliss replied, \$16.11 per hour. Commissioner Ring asked isn’t

this above entry level? H.R. Director Linda Corliss replied that it is within the guidance of the MSEA contract. Vote 5-0.

b. Discussion regarding Grants/ARP funding manager- County Manager Zinser explained that he is requesting to hire someone to assist in the recording and management and tracking of the funds. He informed the Board that he and Finance Director Lemieux submitted the request for funding to the Treasury and should receive the first round of funding by weeks end. The County Manager continued that there are very specific categories for its use. He is requesting the Commissioners authorize this position and allow for a job description to be created. Commissioner Sicard asked if we could hire an independent contractor? County Manager Zinser replied that paying salaries of employees is the only reference made in the guidance but that he can look into this. Commissioner Sicard suggested that maybe our auditor could perform this function. County Manager Zinser replied these funds will require a whole separate audit for the County. Commissioner Dutremble added that he believed due to segregation of duties they cannot do it. Commissioner Sicard replied that maybe we could find another firm. Commissioner Clark stated that he firmly supports hiring someone to work on this full time but that he would hope we could write it up with employment for 24 months with an option to renew. He added that he does not want to hire someone who is still here four years from now. Commissioner Clark inquired how long will it take to put together the position description and ad campaign to get this person hired. The County Manager replied that we can have a job description by the next meeting. H.R. Director Corliss added that we do have a full time, temporary position category in our personnel policy now. Commissioner Dutremble suggested the word, project should be used (in the job description). County Manager Zinser stated that a draft job description will be provided to the Commissioners and then we can proceed.

Commissioner Clark motioned that the Commissioners ask the County Manager and H.R. Director to bring us a position description and strategy to fill this position at the next meeting. Commissioner Sicard seconded the motion. Vote 5-0.

c. Discussion of public process for use of American Rescue Plan funds-County Manager Zinser stated that he knows he and some Commissioners are getting e-mails with requests to meet about the use of the funds and inquiries as to what we are going to do from Non-profits, legislators and other towns. He added that there has been some discussion of a public hearing from the Commissioners. *"You have outlined some preliminary items you'd like to look at. What is your pleasure as to how you'd like to proceed?"*, asked the County Manager.

Commissioner Clark responded that we need to establish Hearing dates and publicize them to our Legislative delegation, town officials and non-profits and advertise in newspapers. Commissioner Clark added that he doesn't want to do this in pieces and that he wants to get it done and be sure that everyone has an opportunity to get their voices heard with no one having an inside track. Discussion ensued as whether to have an in- person or ZOOM meeting. It was ultimately decided to conduct an in-person Hearing on June 16, 2021 beginning at 2:00 p.m. with the location to be worked out. Commissioner Ring suggested the Vaccination Center in Sanford.

Commissioner Sicard commented that he would ask that we reiterate what the guidelines (of spending the funds) are as we know what this money can be used for. Commissioner Sicard continued that he believes it should be spent on a

project that benefits as many of the citizens as possible and something big that can last a long time. If we divide the money, it won't be a lot, stated Commissioner Sicard. Commissioner Dutremble added that a lot of York County towns and cities are getting millions of dollars, also.

**8 OLD BUSINESS**

a. Memo from County Manager regarding responses to audit letter- County Manager Zinser reviewed the letter that replies to solutions to the Management letter with the Commissioners (attached as record). Commissioner Dutremble asked if once the vacant position is filled will the accounts be reconciled in 30 days? County Manager Zinser replied that should be able to be done. Commissioner Ring asked if the employees in Finance work 40 hours and do they stay late if their jobs aren't done? County Manager Zinser replied that they stay as late as they need to but we had a vacant position and that we cannot expect one person to do all that stuff. Commissioner Ring responded that she thinks we need to pay attention to filling positions in a more timely manner. It is important to have our books reconciled on a more regular basis.

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

**ITEM HEARD BEFORE Item #9.** Janet Drew from York stated that she wished to comment regarding the discussion the Commissioners had about how to do the public meeting about the (ARP) funds. She continued that she has been on a ZOOM meeting with 1000's of people and they are in break out rooms and come out with a summary. (In her opinion), this is way more effective and works without people fighting to be heard. You'll get summaries instead of six pages of letters to read, stated Ms. Drew.

**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)**

Commissioner Clark motioned to enter into executive session pursuant to 1 M.R.S.A. § 405 (6) (E), consultation with legal counsel. Commissioner Sicard seconded the motion. Vote 4-0 (Commissioner Ring out of room). Commissioner Ring returned and was present during this session.

Commissioner Clark motioned to come out of executive session. Commissioner Sicard seconded the motion. Vote 5-0.

No action taken.

**11 ADJOURN**

Commissioner Clark motioned to come out of executive session. Commissioner Sicard seconded the motion. Vote 5-0. Meeting adjourned at 6:04 p.m.