

County of Sagadahoc Commissioners
Meeting Minutes
July 8, 2014

A regular meeting of the Sagadahoc County Commissioners was held at 3:00 p.m. on Tuesday, July 8, 2014 in the Commissioners' Meeting Room of the County Courthouse, 752 High Street, Bath, Maine 04530.

Present: Chair Max Dawson, Vice Chair Charles Crosby, III, Commissioner Carol Grose, County Administrator Pamela Hile, Chief Deputy Brett Strout, EMA Director Eric Sawyer, Deputy Administrator Robin Dayton.

Call to Order

Commissioner Chair Dawson called the meeting to order at 3:00 p.m. and established the presence of a quorum.

Public Comments: None.

Consent Agenda

1. Approval of Minutes for June 10, 2014
2. Approval of Warrants
3. June 2014 Financial Statements (Unaudited)
4. Departmental Reports (Written)
5. Upcoming Meeting(s):
 - a.) Regular Meeting at 5:00 p.m. on Tuesday, July 22, 2014 (ONLY IF NEEDED)
 - b.) Regular Meeting at 3:00 p.m. on Tuesday, August 12, 2014

Upon motion by Commissioner Grose and second by Vice Chair Crosby, the Consent Agenda was approved as amended.

Department Reports (Presentations)

1. Sheriff's Department – Joel Merry

Chief Deputy Bret Strout Sheriff provided the Department monthly activity packet to the Commissioners noting that 3 individuals continue to participate on home release. The County's current sentenced inmate population is 41. Chief Deputy Strout also provided the MDEA Agreement to the Board which allows for the sharing of assets between the County and the State.

Business Items

1. Transport Van - Chief Deputy Strout

Chief Deputy Strout reported the damage to the transport van is too extensive to make repairs economically practical. Two body shops have looked at the rust of the frame and both recommend not repairing the van. The cost would exceed \$3,500.00 and that repair in turn wouldn't last long and become a liability. The Department would like move forward with bids for a replacement van and trade in the old one.

Upon **motion** by Vice Chair Crosby and second by Commissioner Grose, the Board **voted unanimously to advertise for bids for a new transport van and trade in of the old van.**

2. TBRJ Funding – Administrator Hile

The Sheriff provided a memorandum to the Board regarding the financial status of TBRJ. The SBOC flat funded all the jails which resulted in serious cuts being made to the FY 2015 budget. Administrator Hile conveyed that the situation is compounded by a recent discovery of a \$17,000 dollar mistake and in addition, the Jail Authority voted in a 2% COLA increase effective January 2015 that the County must help absorb. In his memo, Sheriff Merry requested a transfer of funds from the Transport Budget to the jail in the amount of \$23,000. Customarily, County Transport budgets generate a reserve. Some Counties have more, some counties have less. Sheriff Merry would like to set an example. The Board articulated their dismay over this proposed transfer. Commissioner Grose expressed concern that other counties do not follow our examples. Vice Chair Crosby commented that he does not want to cover Lincoln County's costs and wants to address long range planning options. Chair Dawson voiced his dislike for using reserve funds to help out the SBOC. Administrator Hile explained that these funds do not increase our tax commitment.

Upon **motion** by Chair Dawson, second by Vice Chair Crosby, the Board **voted unanimously to authorize the Sheriff to transfer \$23,000 Transport Budget surplus to the FY 2015 Transport Operating Budget.**

3. EMA Deputy Director Position – Eric Sawyer

EMA Director Eric Sawyer reported that he is ready to move forward with hiring a new Deputy Director. The new job description was provided to the Board and includes outreach and communications, liaison with the County Board of Health and many other responsibilities. A portion of salary and benefits are reimbursable with federal funds.

Upon **motion** by Vice Chair Crosby, second by Commissioner Grose, the Board **unanimously authorized the EMA Director to start the hiring process for a Deputy Director.**

4. Resolution No. 2014-2: A Resolution to Abolish the Position of Elected County Treasurer and Replace with a Treasurer Appointed by the County Commissioners. – Administrator Hile

Once approved, the Resolution is forwarded to the Secretary of State's Office to be placed on November's ballot.

Upon **motion** by Chair Dawson, second Vice Chair Crosby, the Board **unanimously approved Resolution No. 2014-2 to abolish the position of elected County Treasurer and replace with a Treasurer appointed by the County Commissioners.**

5. Resolution No. 2014-3: A Resolution to Authorize the Refunding of the 2005 Revenue Bonds and to Guaranty Payment of a Portion of the Debt Service for Two Bridges Regional Jail – Administrator Hile

Resolution 2014-3 was prepared by bond counsel, formally authorizing the refunding of the TBRJ Revenue Bonds, guaranteeing payment of a portion of the debt service, and authorizing the Administrator to execute related documents on behalf of the County. (Lincoln County will also be adopting this Resolution). Representatives from all involved parties met for close to four hours on June 26th to review the accuracy of all documents; refine the time schedule; and ascertain each entity's responsibilities. The Bond Sale is scheduled for July 28, 2014.

Upon **motion** by Vice Chair Crosby, second by Commissioner Grose, the Board **unanimously approved Resolution No. 2014-3 to authorize the refunding of the 2005 Revenue Bonds and to guaranty payment of a portion of the debt service for Two Bridges Regional Jail.**

6. Adoption of Post Issuance Compliance Policy – Administrator Hile

The "Post Issuance Compliance Policy", was prepared by bond counsel and is required by the underwriter's counsel. (Although the TBRJ Authority is actually the issuer of the bonds, the counsels believe this policy demonstrates to the market that the Counties, as guarantors, understand the requirements and obligations associated with tax exempt bonds.)

Upon **motion** by Vice Chair Crosby, second by Commissioner Grose, the Board **unanimously adapted the Post Issuance Compliance Policy.**

7. 2014 Municipal Tax Warrants – Administrator Hile

The County's 2014 Tax Assessment reflects the amount included in the recently adopted FY 2014-15 Budget. The individual warrants will be sent to the City/Towns by July 15th, with a September 1st due date and November 1st penalty date.

Upon **motion** by Vice Chair Crosby and second by Commissioner Grose the Board **unanimously approved the Tax warrants to be sent out July 15, 2014.**

8. Certificates of Appreciation for the Master Gardeners – Administrator Hile

Upon **motion** by Chair Dawson and second by Commissioner Grose, the Board **unanimously approved Certificates of Appreciation to Master Gardeners Cory Gardiner and Michelle Rines for donating their time, talents and plants to create our new perennial garden.**

9. County Administrator's Report - Available for review upon request.

Administrator Hile made special mention that Attorney Jeffrey Hole is retiring from Bernstein and Shur law firm. Phil Saucier is moving into Jeff's position.

The MMA Convention is in October. Administrator Hile reported that preliminary costs to remove the weathervane range from \$3,600 to 4,000.00 to \$19,000. The repairs to the roof do not seem to be the big problem. Instead, the removal of the weathervane is the big cost for this project. This generated some discussion about not replacing the weathervane once it is removed. There are only 2 contractors that appear to be qualified to bid on erecting scaffolding this project. More information is expected from the contractors regarding the feasibility of utilizing a crane to remove the weathervane.

Commissioners Comments/Announcements

None.

Executive Session - None requested.

Adjournment

Upon **motion** by Vice Chair Crosby and second by Commissioner Grose the Board **agreed to adjourn at 3:55 p.m. by unanimous acclamation.**

Respectfully submitted

Robin M. Dayton.

June 10, 2014