

***Sagadahoc County Commissioners  
Meeting Minutes***

***July 14, 2015***

A regular meeting of the Sagadahoc County Commissioners was held at 3:00 p.m. on Tuesday, July 14<sup>th</sup>, 2015 in the Commissioners' Meeting Room of the County Courthouse, 752 High Street, Bath, Maine 04530.

Present: County of Sagadahoc Commissioners: Mr. Charles Crosby, III, Chair; Ms. Carol Grose, Vice Chair; Mr. Max Dawson, Pamela Hile, County Administrator; Joel Merry, Sheriff; Brett Strout, Deputy Sheriff; Mary Kay Blatz, Asst. to County Administrator; Richard Hornbeck, Attorney

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

There were no public comments.

The following consent agenda was submitted for consideration:

1. Approval of Minutes for May 12 and June 9, 2015
2. Approval of Warrants
3. June Financial Statements (Unaudited)
4. Departmental Reports (Written)
5. Upcoming Meeting(s):
  - a.) Regular Meeting at 3:00 p.m. on Tuesday, August 11, 2015
  - b.) Meeting at 5:00 p.m. on Tuesday, July 28, 2015 IF NEEDED

Commissioner Dawson raised a question regarding an invoice paid to an out-of-county vendor. The Administrator will research the circumstances and report back to the Board.

Upon <b>MOTION</b> by Vice Chair Grose and second by Commissioner Dawson, <b>the consent agenda was unanimously approved as presented.</b>
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#### DEPARTMENT REPORTS

##### Sheriff's Department/Jail Update – Sheriff Joel Merry

Sheriff Merry reported that there was a small issue with leak from the floor above his office that turned into a bigger problem when an air conditioning unit continued to drain into it, spilling to the floor and eventually causing part of the ceiling to fall. The SO has been using high velocity fans and a dehumidifier to dry the carpeting. There should be no significant impact to the office.

Sheriff Merry provided the Commissioners with his monthly activity report and entertained questions. Discussion centered on the lack of information concerning the status of the jail legislation, with the greater problem being how the facilities will be able to function without immediate and adequate funding. The timing of the CCA payment is an unknown as it has been included with the total state funding for the jails. A resolution to this issue is not likely before year end. A quarterly payment from Waldo County is expected and essential, which, when combined with the resources of Sagadahoc and Lincoln Counties, should be able to keep the jail operating for a few months. Two Bridges is currently talking with Knox County and continues to explore other partnerships.

Sentenced inmates currently outnumber pre-trial inmates, which is more balanced than in most other counties. It was intended that the unified court system would alleviate this imbalance but it has not.

Appreciation was expressed to Deputy Siegel for his perseverance with the D.O.T. regarding the new Woolwich traffic patterns. The new pattern is meant to be a temporary fix until the end of August when a decision will be made as to its permanence. There is an ongoing concern that there is not enough signage, and another that people will be passing on the right where the road widens, especially as the lines fade in time. Originally the ramp from Georgetown was intended to be widened but that did not happen. Sheriff Merry will be following up with the D.O.T. on all related issues.

## BUSINESS ITEMS

### 1. Acceptance of Forfeitures

Sheriff Merry submitted for Commissioners' review and action the form necessary to accept the transfer of forfeited assets from a drug trafficking case – one handgun, two rifles, and one shotgun. The handgun will be destroyed per state law. Interstate Arms will give the department a credit in exchange for the other firearms. The credit will be applied toward the purchase of necessary equipment.

Upon **MOTION** by Commissioner Dawson and second by Vice Chair Grose, **the board approved the transfer of forfeited assets.**

### 2. Contract with Maine Pretrial Services

Sheriff Merry presented a case for a six month extension of the contract for pretrial services, home release monitoring and diversion services by Maine Pretrial Services. The cost is divided amongst the four participating counties and changes to the structure of the organization have reduced costs.

Upon **MOTION** by Chair Crosby and second by Commissioner Dawson, **the Board authorized the six month extension of the contract with Maine Pretrial Services.**

### 3. Lieutenant's Vacation Allowance

Sheriff Merry presented a request that the Commissioners grant permission for Lieutenant Stewart to earn leave at a rate of 1.25 days for each completed month of service, increasing to 1.667 days after one year of employment (which is the maximum allowed by the Sagadahoc County Employee Policy for non-union staff.) The Sheriff noted that Lt. Stewart came to the County with 23 years of experience, was highly trained, and had accrued five weeks annual leave at his previous employment. Sheriff Merry also advised that he would normally have negotiated leave at the time the Lieutenant was hired, and that this oversight was his responsibility. During the following discussion, the Commissioners expressed concern that this would set a precedent; however, both the Sheriff and Administrator responded that vacation is a normal part of pre-employment offer negotiations for management positions and it is not unusual to recognize past experience. It was also confirmed that the Lieutenant's duties are supervisory and are shared by other command staff; thus no overtime would be required and no extra expense incurred.

Commissioner Dawson suggested that staff examine a standardized process for this type of negotiation.

Commissioner Dawson made a **MOTION**, seconded by Chair Crosby, that **the adjustment to Lt. Stewart's benefits be approved as presented by Sheriff Merry. The motion was unanimously approved by the Board.**

4. 2015 Municipal Tax Warrants

The Administrator presented the County's 2015 Tax Assessment, which reflects the amount included in the recently adopted FY 2015-16 budget. The individual warrants will be sent to the City/Towns by July 15<sup>th</sup>, with a September 1<sup>st</sup> due date and November 1<sup>st</sup> penalty date.

Upon **MOTION** by Commissioner Dawson and second by Vice Chair Grose, **the Board approved the 2015 Municipal Tax Assessment.**

During this consideration there was also discussion of how to ensure continued financial support for the TBRJ. Pre-payment by the Counties is an option; however, because Sagadahoc is on a fiscal year, it would be necessary to either collect municipal revenues early (unlikely) or to secure a TAN until tax revenues are received in November. As Lincoln County is on a calendar year, a possible solution is for Lincoln to make the first set of extra payments. Sagadahoc can then make such payments when we are further into the fiscal year. The Commissioners advised that they would like to see the same level of commitment and support for TBRJ by Lincoln County as would be made by Sagadahoc.

5. County Administrator's Report – Available for review upon request.

COMMISSIONERS' COMMENTS/ANNOUNCEMENTS

1. Workforce Investment - Chair Crosby reported that Coastal Counties Workforce Investment applied for and was granted \$500,000 for a prisoner re-entry program through the U.S. Department of Labor LEAP program (Linking to Employment Activities Pre-Release). This program will provide comprehensive services to inmates before release and on-going support after release. There were 10 grants awarded nationwide and Cumberland County has agreed to commit to continuing the program beyond the funding award.

EXECUTIVE SESSION(S)

Upon **MOTION** by Vice Chair Grose and second by Commissioner Dawson, **the Board voted unanimously to enter into an executive session at 3:46 p.m.** with Attorney Hornbeck pursuant to Title 1, Chapter 13, Section 405, 6., E of the M.R.S.A. for the purpose of discussing rights and responsibilities.

The Commissioners left executive session at 4:37 p.m.

Upon **MOTION** by Commissioner Dawson and second by Vice Chair Grose, **the Board voted by unanimous acclamation to adjourn at 4:37 p.m.**

Respectfully submitted,

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May Kay Blatz, Assistant to the Administrator