



## *Sagadahoc County Commissioners Meeting Minutes*

*March 8, 2016*

A regular meeting of the Sagadahoc County Commissioners was held at 3:00 p.m. on Tuesday, March 8, 2016 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, Chief Deputy; Eric Sawyer, EMA Director; Sharon Hinckley, Human Resources Director

Guests: Rick Hornbeck, Attorney

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

II. There were no public comments

### III. CONSENT AGENDA

1. Approval of Minutes for February 9, 2016
2. Approval of Warrants
3. February Financial Statements
4. Departmental Reports (Written)
5. Upcoming Meeting(s):
  - a.) Regular Meeting at 3:00 p.m. on Tuesday, April 12, 2016
  - b.) Work Session with BAC at 8:30 a.m. on Friday, March 11, 2016
  - c.) Special Meeting at 5 p.m. on Tuesday, March 15, 2016
  - d.) Meeting at 5:00 p.m. on Tuesday, March 22, 2016 IF NEEDED

Upon **MOTION** by Commissioner Dawson and seconded by Vice Chair Grose, **the consent agenda was unanimously approved as presented.**

### IV. DEPARTMENT REPORTS

1. Sheriff's Department – Sheriff Joel Merry

Sheriff Merry reports that February was a quiet month for the Sheriff's Department. Significant events included one fatal accident and the search for an individual with Alzheimer's.

Sheriff Merry reports that at Two Bridges Regional Jail the Sagadahoc County inmate level is at 48 with one inmate at a NH drug treatment center. An inmate on electronic home monitoring violated terms of release and is back at TBRJ, proving that the system works. On the legislative end of Corrections, supplemental funding seems likely, coming out of committee divided with two minority reports. The final amendment appropriates 2.4 million to be dispersed by the Department of Corrections. The formula is convoluted and

considers counties that chose not to raise taxes or who have taken steps to minimize cost and not have a deficit at the end of the year, to be “not in need”. If approved, approximately \$100,000 could be allocated to TBRJ. One of the minority reports out of the Legislature proposes the elimination of tax caps completely, which would allow the system to self-adjust.

Pam Hile reports that we have heard from Knox County with a proposal for a partial transfer of inmates, the agreement for which is still being crafted. We have also renewed negotiations with Waldo County to extend its contract for another 18 months. These funds greatly impact the success of TBRJ.

2. EMA – Eric Sawyer

Director Sawyer reports that there was a recent catastrophic failure of a generator at the Richmond tower. This was something that would not have been identified through routine maintenance. A portable generator was used temporarily. Total replacement cost is approximately \$2500 and we have a previously unallocated NEMA (National Emergency Management Association) grant that will fund this item.

EMA has been working with area schools to develop emergency plans and execute lockdown drills as well as working with local committees to develop emergency planning.

A successful search for a missing Bowdoinham resident with Alzheimer’s has validated the importance of the *Wandering Persons Program*, recently implemented by the Communications Department. This was the third event for this individual, who is scheduled to be moved to Togus. These events have given area responders valuable experience in executing the program, and also illustrate the benefit it offers the community.

EMA is also working on a CODE RED campaign to increase program awareness and participation, as well as ongoing work on a Hazard Mitigation plan.

V. BUSINESS ITEMS

1. Request to Purchase Thermal Imaging Equipment

Sheriff Merry updated the Commissioners on the benefits of purchasing v. leasing thermal imaging equipment. The two companies that make the equipment that the Sheriff recommends do not lease their equipment. The cost for the Argus unit is \$5,835 and for the Flir \$5,899. These prices do not include case and battery pack. Sheriff Merry proposes using the money in the drug forfeiture account, supplemented by money in the canine account, to purchase the two units and accessories. They would be staged at each end of the County and all patrols would have access. Each unit has its benefits and has slightly different applications. These units work by foot printing a heat source, even after an individual had moved from the location. They can also greatly aid in the case of a missing person (as earlier in the month), especially if an individual is not located before dark.

Commissioner Dawson recommends that, if purchased, the Sheriff look into the cost of extending the warranty (24 mos. standard) as well as the cost of insurance on the unit.

Upon **MOTION** by Vice-Chair Grose and second by Commissioner Dawson, **the Commissioners unanimously approved the purchase of the thermal imaging units, accessories, and extended warranties to be paid for first with the forfeiture account, with the balance from the K-9 account.**

2. Appointment of Member to the Board of Health

The Board of Health has requested that Dr. Nia Foderingham, employee health physician at BIW, be appointed to fill the vacancy created by the resignation of Kellie Murphy. Dr. Foderingham is an emergency medicine doctor and comes to BIW from

Chattanooga, Tennessee. She received her medical degree from the University of Pittsburgh School of Medicine and has been in practice for over 10 years. She will represent Private Industry on the BOH.

Upon **MOTION** by Vice-Chair Grose and second by Commissioner Dawson, **the Commissioners unanimously appointed Dr. Nia Foderingham to fill the vacancy on the County Board of Health.**

3. Appointment of County Representative to Mid Coast Maine Community Action’s Board of Directors

Commissioner Grose advised Jessica Tysen, Executive Director for MMCA, that she does not have any suggestions for a board representative. As the Commissioners have had no success in finding someone to fill this role, it will be tabled at this time until someone is identified to fill the position.

4. Adoption of Health Insurance Rates

Administrator Hile reports that based upon current participation numbers and funding levels, our maximum self-funded liability next year is approximately \$926,756. The inclusion of one additional family plan brings the total up to approximately \$951,212; however, it is important to note that it is extremely unlikely that we will reach our maximum liability. It is also anticipated that we will have a dedicated health fund balance as of April 1<sup>st</sup> that is more than sufficient to cover any gap between the funded and maximum amounts. After consulting with our insurance representative, it is recommended that the County increase rates by 3%. This increase would increase monthly premium rates as follows, effective April 1<sup>st</sup>:

<b>Single</b>	<b>\$ 908.39</b>
<b>Employee and Child(ren)</b>	<b>\$1,482.23</b>
<b>Employee and Spouse</b>	<b>\$2,037.65</b>
<b>Family</b>	<b>\$2,037.65</b>

Commissioner Crosby notes that it is a savings over the Health Trust, which increased by 6.25% in January.

Upon **MOTION** by Commissioner Dawson and second by Vice-chair Grose, **the Commissioners unanimously approved a 3% increase in the Health Insurance rates.**

5. Overview of Budget

Administrator Hile reports that every attempt was made to keep the budget as close to last year’s level as possible; however approximately \$300,000 in revenues and expenditures for Two Bridges Regional Jail are included in the County budget due to the fact that state corrections’ funding now passes through the County. It is important to note that this money is a transfer, and the County does not need to raise any additional funds. Thus, while combined budgets for FY 2016-17 equal \$9,426,916, which is an increase of \$492,822 (5.5%), when compared to the current fiscal year’s combined budgets of \$8,934,094, *without* the inclusion of TBRJ funding/expenditure increase, the increase is \$192,822 (2.2%). This is due primarily to an increase in expenditures in a number of categories, including employee benefits (\$12,268); debt service (\$14,550); capital improvements (\$66,135); and Commissioners’ contingency (\$50,000).

It is also significant to note that the amount to be raised through taxes has decreased by \$17,219 (-0.2%), from \$8,197,291 in FY 2015-16 to \$8,176,327 in FY 2016-17. The primary reason that this amount is significantly less than the increase in overall budget is

related to the amount of surplus available to offset the tax levy, as well as the inclusion of \$77,000 in revenue from MDEA.

6. Overview of Salary Survey

Sharon Hinckley presented her 2016 salary survey. The survey was sent out to all Maine counties and 20 towns with 38% of those surveyed responding to the questionnaire. Some challenges to the responses included that not every respondent responded to every position and some respondents provided ranges rather than actual salaries; in these instances a mid-point was used in the calculations.

2015 surveys from Oxford and Waldo Counties were utilized to expand the base. Final numbers for recommendations were based on an all Counties average, excluding Cumberland and York Counties.

Market adjustments to salaries are included in the proposed 2017 budget in the Commissioners' Contingency. Administrator Hile recommended that the Commissioners take time to review the document, with further discussion to take place at a budget work session on March 11<sup>th</sup> and the Special Meeting scheduled for Tuesday, March 15.

VI. COMMISSIONERS COMMENTS

1. Commissioner Crosby reports that last week a Tech Hire Grant was completed. He will also be travelling to DC this Friday for a National Association of Workforce Boards conference and will have additional information to report at the April meeting.
2. Commissioner Dawson reports that the Jail Authority will be meeting to discuss Knox County on Wednesday, March 9.

VI. EXECUTIVE SESSION(S)

Request to enter into an executive session pursuant to Title 1, Chapter 13, Section 405, 6., A of the M.R.S.A. for the purpose of discussing personnel matters.

Request to enter into an executive session pursuant to Title 1, Chapter 13, Section 405, 6. D of the M.R.S.A. for the purpose of discussing matters related to labor negotiations.

Upon **MOTION** by Commissioner Dawson and second by Vice Chair Grose, **the Board voted by unanimous acclamation to go into executive session at 4:11 p.m.**

VII. ADJOURNMENT

Upon **MOTION** by Commissioner Dawson and second by Vice Chair Grose, **the Board voted by unanimous acclamation to adjourn at 5:12 p.m.**

Respectfully submitted,

\_\_\_\_\_  
Mary Kay Blatz, Assistant to the Administrator