

***Sagadahoc County Commissioners
Meeting Minutes
Tuesday, January 9, 2018***

A regular meeting of the Sagadahoc County Commissioners was held at 3:00 pm Tuesday, January 9, 2018 in the Commissioners' Meeting Room of the County Courthouse, 752 High Street, Bath, Maine 04530.

Present: Chair Carol Grose; Vice-Chair Charles Crosby, III; Commissioner Rabyrne Hutton; County Administrator Pamela Hile; Chief Deputy Brett Strout; Finance Manager Clarice Proctor; Communications Director Brodie Hinckley; Communications Deputy Director Tammy Shiers; Assistant to the County Administrator, Mary Kay Blatz

- I. Chair Grose called the meeting to order at 3:01 p.m. and established the presence of a quorum.
- II. Public Comments
There were no public comments.
- III. Consent Agenda:
 1. Approval of Minutes for December 12, 2017
 2. Financial Statements for December 2017
 3. Departmental Reports (Written)
 4. Upcoming Meeting(s):
 - a.) Regular Meeting at 3:00 p.m. on Tuesday, February 13, 2018
 - b.) Meeting at 5:00 p.m. on Tuesday, February 27, 2018 IF NEEDED

Upon motion by Vice-chair Crosby, and second by Chair Grose, the consent agenda was unanimously approved as presented.
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1. Mid-Year Financial Update – Clarice Proctor

Ms. Proctor presented the Commissioners with an overview of the year to date budget status. She stated that overall departments are on or below budget, with the exceptions of Deeds and EMA, which are both due to annual or semi-annual payments. Both are expected to end the year on budget, and overall the budget is on target for the year.

2. Sheriff's Department – Chief Deputy Brett Strout

Chief Deputy Strout distributed a report for Two Bridges Regional Jail and reviewed the inmate status and Sagadahoc population. Commissioner Hile reported that TBRJ is gearing up for their budget process, with business as usual and nothing significant to report. The Legislature is beginning the second-year session with no significant changes anticipated, but there continues to be a significant need for a change in the jail funding process, as many Counties are struggling with the status quo.

Chief Deputy Strout stated that of significance this month for the Sheriff's Department is that there were two stabbings in the County, which has translated to significant man hours. The Department teamed up with the State Police on both incidents, and continues to work with them on the most recent. Chief Deputy Strout reported that the new cruisers are expected to be delivered on March 1st, which is on schedule, as promised. Chief Deputy Strout also informed the Commissioners that our most recently hired Deputy, Zachary Kindelan has been accepted into the Maine Criminal Justice Academy for the class beginning January 16th.

IV. Business Items

1. Authorization to Hire Dispatchers

Communications Director Brodie Hinckley addressed the Commissioners regarding authorization to hire two dispatchers: Ms. Katryna Moran and Mr. Brandon Bailey. Director Hinckley updated the Commissioners on the qualifications of both candidates and that both have passed all required testing and background checks, and appear to be excellent candidates for the position. Director Hinckley respectfully requested the Commissioners' consideration of this matter.

Upon **motion** by Commissioner Hutton and second by Chair Grose, the Commissioners **voted unanimously to authorize the hiring of Katryna Moran and Brandon Bailey to fill the two open Communications Dispatch positions.**

2. 2018-19 Budget Calendar/BAC Caucuses

Administrator Hile presented a tentative Budget Calendar for the FY 2018-19 budget process. She informed the Commissioners that the staff has already received this document and is working on the departmental requests/estimates/projections, and respectfully requested that the Commissioners set Tuesday, February 6th at 6:00 p.m. as the date/time for the BAC Caucuses, with a snow date of February 8th.

Upon **motion** by Vice-chair Crosby and second by Commissioner Hutton, the Commissioners **voted unanimously set the date of Tuesday, February 6th at 6:00 p.m. as the date for the BAC Caucuses, with a snow date of February 8th.**

3. Selection of Chair and Vice Chair for 2018

Administrator Hile respectfully requested that the Commissioners select a Chair and Vice Chair to serve during calendar year 2018. Chair Grose nominated Vice-chair Crosby to serve as Chair for the upcoming chair. Vice-chair Crosby accepted the nomination.

Upon **motion** by Chair Grose and second by Commissioner Hutton, the Commissioners **voted unanimously to appoint Commissioner Crosby to serve as Chairman of the Sagadahoc County Board of Commissioners.**

Chair Grose nominated Vice-chair Crosby to serve as Chair for the upcoming chair. Chair Grose accepted the nomination.

Upon **motion** by Vice-chair Crosby and second by Commissioner Hutton, the Commissioners **voted unanimously to appoint Commissioner Grose to serve as Vice-chairman of the Sagadahoc County Board of Commissioners.**

6. County Administrator's Report

Available for review upon request.

V. Commissioners Comments / Announcements

Vice-chair Crosby reported on the status of the challenges currently facing the Coastal County Workforce, as well as the State Workforce Board. Due to delay of funding from the Governor's Office, the Western Maine Workforce has closed. The State Workforce Board won the lawsuit brought against the Office of the Governor to release the Federal funds received by the Governor, although the Governor still has the option to appeal.

Commissioner Hutton requested clarification of the discussion about regarding the Coalition Against Heavy Trucks from the December meeting, regarding whether it had been tabled. Mary Kay Blatz informed the Commissioners that upon reviewing the audio file of the meeting, the Commissioners had voted to table the discussion indefinitely with no action taken.

VI. Adjournment

Upon **motion** by Chair Grose and second by Vice-chair Crosby, the Board voted by **unanimous acclamation to adjourn the meeting at 3:55 p.m.**

Respectfully Submitted,

Mary Kay Blatz, Assistant to the Administrator