

**WALDO COUNTY COMMISSIONERS COURT SESSION  
JANUARY 13, 2009**

**PRESENT:** Commissioners Amy R. Fowler, Donald P. Berry and William D. Shorey. Also present was County Clerk Barbara L. Arseneau.

**\*\*A. Fowler moved, W. Shorey seconded to nominate Donald P. Berry, Sr. as Chairman of the Board of County Commissioners for 2009. Unanimous.**

D. Berry thanked the Board for their nomination and stated that the Board works well as a team. He thanked A. Fowler for her work with him on recent pay scale and wage changes. D. Berry explained the recent change to the pay scale for the executive staff at the Commissioners office because that pay scale did not have the pay steps the way many of the other pay scales had, which had allowed the wages for those positions to continue to fall behind. He explained the Commissioners attempted to increase those salaries by 6.9% but the Budget Committee cut the Commissioners budget to try to prevent that. This cut curbed the increase, but the Commissioners addressed the pay scale and created the way for those wages to be addressed in the future.

**COMMITTEE ASSIGNMENTS:**

D. Berry said he would be willing to stay on the Coastal County Work Force and he recommended that Amy Fowler stay on the MCCA Board of Directors. Commissioner Berry asked if W. Shorey would be willing to work on revising the County's Personnel Policy, as many things had changed with the recent union contracts. W. Shorey agreed to do that.

D. Berry continued along the list of Committees the Commissioners serve on, and the assignments are as follows:

D. Berry: Chairman, Coastal Communities Workforce Board, Waldo County Comprehensive Community Health Coalition – Executive Board, Healthy Communities Coalition, all Bargaining Unit Negotiating Teams.

A. Fowler: Maine County Commissioners Association and Risk Pool board of Directors, Waldo County Jail Study Committee, Back-up for Commissioner Berry on all Bargaining Unit Negotiating Teams, MCCA Convention Planning Committee.

W. Shorey: Personnel Policy Update, Back-up for Commissioner Berry on all Bargaining Unit Negotiating Teams.

All Commissioners: MCCA Annual Convention Planning Committee for 2009, since Waldo County is hosting this event.

**CETIFICATES OF INCUMBENCY:**

B. Arseneau read as follows the certifications of the following named officers that are duly elected or appointed in the County Commissioners Office:

Amy R. Fowler, County Commissioner: Term expiring December 31, 2012

William D. Shorey, County Commissioner: Term expiring December 31, 2012

Donald P. Berry, Sr., County Commissioner: Term expiring December 31, 2010

David A. Parkman, Treasurer: Term expiring December 31, 2010

Barbara L. Arseneau, County Clerk – Appointed December 31, 1998

**TREASURER'S REPORT:** Present for this report were Treasurer David Parkman and Deputy Treasurer Karen Trussell.

D. Parkman reported that he had finished up the year and had the final figures for 2008. The General Fund Account balance was \$925,149.00.

The fund balance in the Jail Account is \$563,200.81.

**REVENUE CONTROL REPORT:**

114% in revenue was received in 2008, which the Treasurer noted "was good," but it was also noted that the Deeds Surcharge and Fees were down as compared with other years. This amount includes the Corrections funds from the State, which D. Parkman noted that would no longer be received.

A. Fowler explained that Jail Boarding had gone up "ridiculously" in the years prior to 2008, so that was why there was some surplus left this year. Typically this was not the case. D. Parkman explained that there had been more court sessions, which moved inmates in and out of the system quicker. Prior to that, the inmate population had been inflated do to fewer court sessions.

**APPROPRIATIONS:**

D. Parkman noted overdrafts in the following departmental budgets:

1. County Commissioners (1020): \$32,208.00 overdrawn; mostly in the Professional Services line.
2. Facilities Management (1030): \$1729.00 overdrawn.
3. Jail (1050): D. Parkman explained that there was \$900,000 in the Inmate Boarding line. Some of what was paid came from 2007 invoices, thanks to the patience of other counties waiting to be paid. 2008 was exceptionally good. The Jail money has been moved into a separate account for book-keeping purposes.
4. Communications Center (1076): \$27,333.61 overdrawn, due to the Part-time line being overdrawn, which has been the case for several years. D. Parkman credited the Budget Committee with making the wise decision to increase that line for 2009, bringing it up to \$40,000.00. As it was, \$42,000.00 was spent in 2008.
5. Audit (1090) \$575.00 overdrawn due to extra work performed by the Auditor. The County's health insurance plan needed to be audited in 2008, which was not anticipated. There will be three audits in 2009 – the County, the health insurance and the Jail separately. This has raised the cost of the audit from \$6000.00 to about \$10,000.00.

D. Parkman explained that K. Trussell had separated the entire jail-related budget and placed appropriated amounts in the designated lines in the new State budget, which had been a tremendous undertaking.

**2008 EXPENDITURES - BOTTOM LINE:** D. Parkman reported that the County budget was \$53,697.00 "in the black," which equals 1% of the total 2008 budget.

**WARRANTS:**

D. Parkman read expenditures from the Capital, Active and Restricted Accounts and explained the differences between these accounts to new Commissioner Shorey. These are either restricted by the Federal government, the State government or the Board of County Commissioners. There is a checking account for each one of these reserves. This allows for very accurate bookkeeping. These are in the same bank for three years at a time, and will have to be bid out for 2010. D. Parkman explained that this used to be linked to the Tax Anticipation Note, but no longer is.

(Now also present was J. Arseneau of J&B Diversified Associates.)

**\*\*D. Berry moved, A. Fowler seconded authorizing payment of January 13, 2009 Capital and Restricted Warrant in the amount of \$5,125.51. Unanimous.**

**\*\*D. Berry moved, A. Fowler seconded authorizing payment of the January 13, 2009 Regular Warrant in the amount of \$85,726.90. Unanimous.**

**\*\*D. Berry moved, A. Fowler seconded authorizing payment of the January 8, 2009 Payroll Account in the amount of \$146,793.99. Unanimous.**

**\*\*D. Berry moved, A. Fowler seconded authorizing payment of the January 13, 2009 Jail Accounts Payable in the amount of \$74,082.06. Unanimous.**

**\*\*D. Berry moved, A. Fowler seconded authorizing payment of the final 2008 Accounts Payable Warrant in the amount of \$627,607.20. Unanimous.**

(The Treasurer noted that an adjustment needed to be made.)

**\*\*D. Berry moved, A. Fowler seconded authorizing a Final 2008 Warrant Adjustment in the amount of an additional \$3,852.00.**

J. Arseneau was asked if he wished to speak. J. Arseneau started out by stating that he “was here to grovel.” He explained that typically at the end of the year, because there is usually difficulty with the Budget Committee funding Technology at the proper levels each year, some additional unforeseen items must be addressed. J. Arseneau explained that he had been at a hospital dealing with a crisis during the previous week and had not been able to make sure all 2008 invoices had been received by various vendors. \$31,000.00 had not been expended in the 2008 budget and he checked to find out which invoices were missing. He petitioned the Commissioners to allow an adjustment in the final 2008 warrant, permitting payment of those invoices. D. Parkman stated for the record that he was not in favor of doing that. K. Trussell said that she had suggested doing it, since the accounts payable checks had not been run and the warrants were not posted yet. J. Arseneau said he respectfully recognized the Treasurer’s position on closing the books. There are two bills, which included necessary software for the Commissioners Office. J. Arseneau felt that this would further jeopardize the Budget Committee’s view of what needs to be expended if those invoices did not get paid on the 2008 budget, leaving the \$31,000.00 unspent. He was concerned that the Technology budget would be reduced even more than it has been in recent years, to the detriment of the County. A. Fowler confirmed the circumstances surrounding this issue, as she had been made aware of them.

**\*\*A. Fowler moved, W. Shorey seconded, while recognizing the Treasurer’s rightful position on this matter, agreed to have one additional warrant that would be signed today, to allow those invoices to be included in a supplemental warrant for 2008. Unanimous.**

**DISTRICT COURTHOUSE CONTRACT AND PAYMENT:**

D. Parkman explained the financial component of the District Courthouse lease arrangement as agreed on, though still unsigned by the State. The initial payment amount has been wrong. Initially the State fixed this and paid the right amount, but now continues to pay the 2007 rate. He expressed concern that the State “still does not acknowledge the error, and continues not to sign the lease.” D. Parkman had come in and spoken with the County Clerk and told her he would like to speak with Representative John Piotti in the hope that Representative Piotti might be able to assist with this issue. When asked, D. Parkman informed the Commissioners that the amount owed by the State to the County at this point is \$1,746.46 because the rent is not being paid at the correct amount.

D. Berry said he intended to have all three legislators come in and meet with the County Commissioners sooner rather than later, especially since there is legislation out there that affects county government. There was brief discussion on recent legislation and its impact on the local hospital.

**\*\*A. Fowler moved, D. Berry seconded accepting the Treasurer’s Report. Unanimous.**

(The Commissioners held a tax abatement appeal hearing for Lewis and Cathy Brown vs. the Town of Belmont. See those minutes recorded separately.)

**CORRESPONDENCE:**

Reporting correspondence to the Commissioners was County Clerk Barbara L. Arseneau with Deputy County Clerk Veronica Stover taking notes. Also present was H.R./Payroll Director Michelle Wadsworth. B. Arseneau asked M. Wadsworth to speak about the recent pay scale changes, including the County Commissioners’ pay scale.

1. M. Wadsworth explained that she had asked the County Clerk for the draft minutes from the December 30, 2008 Commissioners Court Session and found a discrepancy in the Commissioners positions pay scale. She submitted revised pay scales. The starting rate was based on 2007 and should have been \$9,590.00 rather than \$9,340.00. A. Fowler explained to W. Shorey how the Commissioners have been working on trying to set up appropriate pay step increases for the Commissioners positions, as well as those of the staff. The mileage reimbursement rate was also briefly discussed. A. Fowler explained that the County uses the IRS standard for mileage reimbursement.

**\*\*D. Berry moved, A. Fowler seconded making the change in the Commissioners Pay Scale for the starting salary to be \$9,590.00. Unanimous.**

2. M. Wadsworth also reviewed corrections and updates on the other pay scales, and the County Commissioners signed these.

3. B. Arseneau asked W. Shorey if he had taken the Freedom of Access Training as required of all elected officials. He stated that he had, and would supply something to indicate that for his personnel folder.

4. Wesley Bucklin tax abatement appeal requests, continued: As directed by the County Commissioners, B. Arseneau had forwarded the entire file for Swanville citizen Wesley Bucklin to attorney Jim Katsiaficas, who had sent back a lengthy opinion to the County Commissioners to be shared with both Mr. Bucklin and the Town of Swanville Selectmen/Assessors. While it was somewhat difficult to understand, the Commissioners felt that the attorney was indicating that Mr. Bucklin needed to start the process over again with the Town of

Swanville. The Commissioners instructed B. Arseneau to send copies of the attorney's letter and materials to both Mr. Bucklin and the Swanville Selectmen/Assessors.

5. **HEALTH INSURANCE RENEWAL:** Health Insurance Administrator Malcolm Ulmer had submitted paperwork for the 2009 health insurance plan renewal. A. Fowler briefed Commissioner Shorey on the history of the County's self-funded plan and explained that a third network option ("Great-West Healthcare") had been established to "capture" the remaining out-of-network providers. W. Shorey commented on his personal experience with the health insurance plan offered when he worked at the Searsport Water District and stated that almost everyone had to contribute something toward their premium due to rising costs. A. Fowler agreed that asking a percentage was not unreasonable. D. Berry explained that the County had recently negotiated a health insurance premium contribution plan with one unit that would involve employees paying 5% this year, 10% next year and 12% of the applicable premium the following year. This has addressed the "tier" problem previously experienced because some employees were not contributing anything to their premium while employees hired after 1/1/2003 were paying 34% of the dependant coverage. This would actually be like giving a raise to those employees who would no longer be paying that 34%, but instead be paying 5% of the premium for themselves and their dependents. D. Berry stated that he had recently attended a meeting at the Waldo County General Hospital and had spoken with Dan Bennett. Mr. Bennett had told D. Berry that he was happy the County was adding the Great-West network.

6. **DIGITAL VIDEO RECORDER SERVICE CONTRACT FOR THE JAIL:** The Commissioners reviewed and approved signing the maintenance contract for the digital video recorder equipment at the Waldo County Jail, which would be effective January 1, 2009 through December 31, 2010 in the amount of \$4,800.00 per year.

7. **MCCA Executive Director Robert Howe** sent a reminder that all county commissioners are invited to attend the MCCA Annual meeting on January 14, 2009 and that the afternoon would be devoted to a discussion of corrections issues, as well as discussion on how MCCA should handle the various requests from several counties to have their property tax levies modified in the statute or if the MCCA should even take a collective position.

8. **EMA Director Dale Rowley** sent notice to the Commissioners that Maine Emergency Management Agency (MEMA) will be visiting Waldo County on March 11, 2009 at 8:30 a.m. to discuss future communications projects. The County Commissioners were invited to attend at the Waldo County EMA Office. D. Rowley also submitted an updated copy of the Waldo County EMA organizational chart.

9. **EMA Director Dale Rowley** sent notice that Waldo County had received a "Presidential Disaster Declaration" as a result of damage from the recent ice storm that hit several Maine Counties, including Waldo County, in December.

10. **The Coastal Counties Workforce, Inc. Board of Directors** will meet January 23, 2009 at 8:45 a.m. in Brunswick at the CCWI Administrative Office.

11. **PRESCRIPTION DISCOUNT CARD UPDATE:** B. Arseneau informed the County Commissioners that the County can continue to offer the Waldo County Rx Prescription Discount Card indefinitely, not just during the month of December. She told the Commissioners that all the municipalities, some local pharmacies, the Keyes Credit Union and hospital affiliates have agreed to serve as distribution points. She would run a

report for the Commissioners at a later date to show how much money has been saved in the County by citizens using this card.

12. The MCCA sent a copy of the State's biennial Corrections budget just released by Governor Baldacci on January 9, 2009.

13. Communications Director Owen Smith submitted a draft of the Tower Lease Agreement between Point Lookout, LLC and the Waldo County Regional Communications Center. This draft has also been submitted to Risk Pool Claims Administrator Malcolm Ulmer to review the indemnification and insurance language. Director Smith is hopeful that a final draft will be drawn up and that the County will be able to move forward in developing a lease arrangement with Point Lookout, as this will greatly enhance coverage on that end of Waldo County.

14. DRG Specialty Services has submitted a contract for the Commissioners to sign if they wish for DRG to continue grant research and grant writing for the County of Waldo at the unit price of \$35.00 per hour. C. Coats also submitted a report on grant programs that are available in 2009, and included listings of RFP's identified. She asked for direction on which ones the County would like her to pursue. The commissioners agreed to sign the contract and instructed B. Arseneau to send the information to J. Arseneau to review possible Technology/Communications Center grant fund opportunities for him to respond to C. Coats.

15. Pay step Increases were noted and approved by the Commissioners for the following employees:

- Dispatcher Andrew Cardinale for reaching the two year step on January 1, 2009 with a rate increase of \$15.52 to \$16.06 per hour.
- Dispatcher Jennifer White for reaching the two year step on January 1, 2009 with a rate increase of \$15.52 to \$16.06 per hour.
- Deputy David Mushrall for graduating from Maine Criminal Justice Academy on December 19, 2008 with a pay increase retroactive to that date from \$15.12 to \$15.46 per hour. D. Mushrall will also receive a one-year pay step increase effective January 20, 2009 from \$16.83 to \$17.07 per hour.
- Corrections Officer Matthew Hopkins for reaching the one-year pay step on January 20, 2009 with a rate increase from \$15.11 to \$15.31 per hour.
- Corrections Officer January Hapworth for reaching the six-month pay step on January 4, 2009 with a rate increase from \$14.89 to \$15.11 per hour.
- Corrections Officer Bruce Rust for reaching the one-year pay step on January 6, 2009 with a rate increase from \$15.11 to \$15.31 per hour.
- Deputy Gerald Lincoln for reaching the six-month pay step on January 8, 2009 with a rate increase from \$16.28 to \$16.44 per hour.
- Corrections Officer Ruben Page for reaching the one-year pay step on January 13, 2009 with a rate increase from \$15.11 to \$15.30 per hour.

16. The following motions regarding employment were made by the County Commissioners:  
**\*\*A. Fowler moved, W. Shorey seconded approving the satisfactory completion of the six-month probationary period for Probate Clerk Class III Cari L. Emrich, effective January 28, 2009 with a pay increase to \$13.00 per hour. Unanimous.**

**\*\*A. Fowler moved, W. Shorey seconded accepting with regret the resignation of Part-time Corrections Officer Daniel Fitzpatrick effective December 29, 2009. Unanimous.**

17. UNION BULLETIN BOARDS: After brief discussion about whether to hire work to establish an electronic bulletin board system or to hang cork boards for the new union groups as was done for the Communications Center Union, the County Commissioners instructed the County Clerk to order more cork bulletin boards and have them installed in accordance with union contracts.

18. The County Commissioners reviewed and agreed with the final budget figures for both the Commissioners (1020) budget and the Employee Benefits (2025) 2009 budgets.

19. The staff in the Commissioners Office asked permission to close the office on Thursday and Friday January 23, 24 and January 29 and 30 for administrative year-end-year-beginning work. The Commissioners authorized this.

### **FACILITIES MANAGEMENT REPORT**

Present for this report was Facilities Manager Keith Nealley who reported the following:

1. K. Nealley welcomed W. Shorey and offered to give him a tour of the County buildings to meet employees.
2. Carpenter Associates will soon be wrapping up the study of heat issues at the Superior Courthouse. The current furnace in Superior Courthouse burns about 6,000 gallons per year. A review of the current set up of radiators has revealed that a more “invasive” approach may be required to achieve maximum efficiency and function. K. Nealley explained that this building is huge, has very high ceilings and court is scheduled during some of the coldest months of the year and must be heated appropriately. W. Shorey wondered why a pitch couldn’t be made to see if the County could qualify for some of the stimulus money. K. Nealley explained that the County as an entity does not qualify for many of the available grants. K. Nealley stated that when the report came in, he would make sure to distribute it to the County Commissioners.
3. An air quality study of the EMA offices and Jail kitchen area has been performed, the report is back and the few required remedies have been taken care of. For example, there was negative pressure that was causing furnace exhaust and unburned fuel smell to flow into the office areas. Fresh air is not being pulled in and a fan is in use. A slight surface mold (not the air-borne variety) was removed with bleach and that wall repainted.
4. Fuel was conserved at the Jail during the summer months by turning off the boiler. Water for showers, etc. remained at mandated levels, and the County saved a fair amount of money.
5. A computerized system is being worked on to monitor and catalogue maintenance of the buildings. There will be a dollar amount assigned to the work and this will be a great tool to track expenses.

### **EXECUTIVE SESSION**

**\*\*A. Fowler moved, D. Berry seconded to enter Executive Session according to Title 1 § 405 D at 11:50 a.m. Unanimous.**

**\*\*A. Fowler moved, W. Shorey seconded moving to exit Executive Session at 12:23 p.m. Unanimous.**

**\*\*A. Fowler moved, W. Shorey seconded entering Executive Session at according to Title 1 § 405 D at 12:23 p.m. Unanimous.**

**\*\*A. Fowler moved, W. Shorey seconded exiting Executive Session at 12:46 p.m. Unanimous.**

**\*\*A. Fowler moved, W. Shorey seconded that after speaking with Detective Matthew Curtis, who represents the Waldo County Deputies Association, that the County suspend the hiring of the new deputy and any special extra overtime until figures change or the Association can come up with funding for the Association’s enrollment in Special Plan 2C. Unanimous.**

**SHERIFF’S REPORT**

Present for this report were Sheriff Scott Story and Chief Deputy Robert Keating, and part-way through, Detective Matthew Curtis. S. Story, who had been present for the motion above, asked for clarification of the motion. D. Berry explained the lack of funding and expressed that this was the only way to find the funding. S. Story listened and then asked the Commissioners how over-time was going to be selected, because usually that is done to back-fill shifts and this will “hamstring” the department. Then he asked if some of the savings from the Employee Benefits line could be used. A. Fowler responded, “I don’t want to go there.”

R. Keating, who was also present, asked what the dollar figure was for the deputy position. A. Fowler read the figure at approximately \$34,434.00. R. Keating also asked about using part of the health insurance funding. R. Keating said that they had already put out a request for applicants. S. Story contended that it would be more appropriate to take this money from the Employee Benefits line. S. Story said the department has a day shift that has to be filled. He described the impact this would have on scheduling. R. Keating wanted clarification on the over-time and reminded the County Commissioners that the State Police is not going to be covering the County the way they did. He stated that he had “grave concerns” about his officers’ safety. A. Fowler assured the Chief that the Commissioners would never intentionally create a safety issue for the officers. R. Keating asked the Commissioners to define the over-time. S. Story reiterated that this should include the Employee Benefits line and felt the motion should change to include that Employee Benefits line and the over-time be defined as certain special details to meet the fiscal need. W. Shorey explained that he knew the Sheriff and Chief were honorable people and felt they would be able to figure out which over-time was unnecessary. S. Story continued to debate that there is no unnecessary over-time. M. Curtis wondered about grants that are federally reimbursed. He wondered about details, such as a seatbelt checks, which would be reimbursed by the federal government. The Sheriff and Chief wanted to know what the motion was. B. Arseneau was instructed to read back the motion. R. Keating felt that this satisfied him, but deferred to the Sheriff. S. Story said he was concerned about interpretation of “special extra over-time.” He assured the Commissioners that he was in no way trying to be difficult. He listed some examples and asked why over-time needed to be used if it could come from the Employee Benefits line. S. Story felt it would be better to just hold off enrollment in Special Plan 2C. The Commissioners explained that this had been recommended to the Association and they voted it down and did not want to wait for enrollment. A. Fowler asked S. Story to find other funding, if he didn’t want to use money from the new deputy position. S. Story said he recognized that the funding needed to come from somewhere. R. Keating offered the example of deputies sitting waiting to be called for court as an over-time he felt was “excessive.” He recommended changing the motion not to include over-time.

**\*\*A. Fowler moved, W. Shorey seconded to amend the motion to remove the reference to over-time out of her motion. Unanimous.**

S. Story said he would do his best to make this work, and stated that he recognized that the Association would likely feel some of the burden of this decision in terms of reduced manpower.

(The Commissioners took a brief break for lunch.)

1. CRUISER BIDS:

R. Keating stated Cruiser bids were received from the following vendors:

- Quirk - \$22,981.00 each for 2009 Crown Victoria models, plus warranty of 4-year/100,000 miles with a \$100.00 deductible on the power train at \$1,455.00 if desired. Option 2: \$22,093.00 for a 2008 model, subject to availability. \$68,943.00 for three cruisers.
- Arundel Ford - \$69,873 for three Crown Victoria units. Warranty included 4-year/100,000 miles and is \$1,400.00.

S. Story said they liked the Chargers better as a vehicle, but the trunk was too small to stow all the necessary gear for each deputy, along with a spare tire.

**\*\*A. Fowler moved, W. Shorey accepted the bid from Quirk at \$73,308.00.**

Discussion: S. Story asked if this was for all 2009's or any 2008's. A. Fowler thought the bid was for two 2009's and one 2008. There was brief discussion on finding out how many 2008's there were. S. Story recommended accepting 2008's if available, and then go with the 2009's after that.

**\*\*A. Fowler moved, W. Shorey amended the motion to allow the full amount for the 2009 models in case there were no 2008 vehicles available but to direct the Sheriff to purchase as many 2008's as are available. Unanimous.**

#### **CLOTHING ALLOWANCES:**

S. Story gave brief history that there has always been \$500.00 funded for clothing allowances. By the time these were run through payroll, which is appropriate, there is a little over \$300.00 left for actual use. The new Deputies Association contract that was negotiated changed that number to \$650.00. S. Story had put \$650.00 in the Sheriff's 2009 budget to include the three other non-union officers - the Sheriff, Chief Deputy and Lieutenant. He explained that this was in the budget that was accepted by both the Commissioners and Budget Committee. He had recently learned that this is actually a Personnel Policy issue, which he requested be removed from the policy in the future so that this would not have to be addressed every time an increase was requested.

**\*\*A. Fowler moved, W. Shorey seconded to allow the \$650.00 clothing allowance for the other officers.**

Discussion: S. Story wanted to emphasize that the Chief Deputy and he were not "money-grubbing" but felt that this was equitable and informed the Commissioners that as part of that equity, those not in the Deputies Association also gave up their stipends, even though this was not necessary. **Passed unanimously.**

**\*\*A. Fowler moved, W. Shorey seconded to enter Executive Session according to Title 1 § 405 (F) for a Personnel Matter. Unanimous.**

**\*\*A. Fowler moved, D. Berry seconded exiting Executive Session at 2:24 p.m.**

**\*\*A. Fowler moved, W. Shorey seconded, to direct the Sheriff to help create a pay scale for 2010 for his Administrative Assistant that mirrors the equivalent position in the Collective Bargaining Unit. Unanimous.**

S. Story said that the Needs Committee would be meeting to discuss a possible mission change for the Waldo County Jail.

**NEXT COURT SESSION:**

The next Commissioners Court Session will be February 10, 2009, unless any special sessions needed to be called.

**\*\*A. Fowler moved, D. Berry seconded adjourning the meeting at 2:25 p.m. Unanimous.**

B. Arseneau asked if the Commissioners could come back into session long enough to establish final budget figures for the Employee Benefits budget and the Commissioners budgets, with the bottom lines as voted on by the Budget Committee.

**\*\*D. Berry moved, A. Fowler seconded to come back into session at 2:26 p.m. Unanimous.**

**2009 BUDGET CHANGES:**

**2025 EMPLOYEE BENEFITS BUDGET**

A. Fowler discussed the need to figure out which line to take the \$15,000 reduction the Budget Committee made.

**\*\*A. Fowler moved, W. Shorey seconded reducing the health insurance line (4015) by \$15,000.00. Unanimous.**

**1020 COMMISSIONERS BUDGET**

K. Trussell recalled that the Budget Committee had reduced the Personnel line to put all the salaries at 4%. In order to pay the employees according to the recently revised pay scale, money needs to be moved from another line item. A. Fowler recommended moving funds from the Professional Services line.

**\*\*A. Fowler moved, W. Shorey seconded to move \$4,132.32 from the Professional Services Line (4015).**

**\*\*D. Berry moved, A. Fowler seconded adjourning the meeting at 2:34 p.m. Unanimous.**

Respectfully submitted by *Barbara L. Arseneau*  
Waldo County Clerk