**Minutes**

**PRESENT:** Commissioner Brann, Commissioner Harvell, Commissioner Carlton

The meeting was held via Zoom

**Franklin County Commissioners Meeting**

**December 20, 2022 Minutes**

The meeting was called to order by Commissioner Brann at 3:15 PM

Pledge of Allegiance

**Audience: Mike Pond, Sue Pratt, Amy Bernard, Tiffany Baker, MBTV, Fen Fowler, Pamela Prodan**

**Virtual: Susan Black, Sara Bickford, Brad Timberlake, Annie Twitchell, Tim Hardy**

**APPOINTMENTS:**

**MCCA Board of Directors & Proxy: Motion to have Commissioner Carlton sit as primary and Tiffany as proxy for the MCCA Board of Directors: Terry/Lance (3/0)**

**MCCA Risk Board Director & Proxy: Motion to have Commissioner Harvell sit as primary and Amy as proxy on the MCCA Risk Board: Terry/Lance (3/0)**

**NEW BUSINESS:**

1. **Clerk’s Report:** The December 6, 2022 minutes were presented for signature and approval. Amy discussed the topic of having a policy to cover county vehicle use, stating that a Department Head discussion led everyone to unanimously agree to a no personal use policy. Personal use of a county vehicle is taxable. **Motion to accept the Clerk’s report and minutes from December 6, 2022: Lance/Bob (3/0)**
2. **Treasurer Report:** Pam provided a list of warrants to include: 1 county, 1 UT, and 2 payroll. She also informed the Board that the bank reconcilliations for October and November 2022 for Bangor Savings TIF have been completed. **Motion to accept the Treasurers report: Lance/Bob (3/0)**
3. **Dispatch Team Leader Job Description for Approval:** The Dispatch Team Leader position was created during the negotiation process for the Teamsters contract. This position has it’s own pay grade under the new contract. The position was created to prepare Dispatchers for an upper level management position should one become vacant. **Motion to approve the Dispatch Team Leader job description: Lance/Bob (3/0)**
4. **Towing Practices and Impoundment:** Lance requested a discussion around the process for calling in towing from Dispatch and the potential for having an impound lot at County Way. Brad explained that in the event there is a need for wrecker services for an accident, etc., Dispatch utilizes a list of towing businesses in Franklin County and move down the list based on response. AAA has reduced their rates to the point that wrecking companies in the area do not want to respond, so there are long waits for the removal of vehicles broken down. There were additional concerns expressed regarding having an impound yard at county way. There are many complications and varying reasons for holding vehicles.
5. **Quote on Trailer for Purchase for the UT:** Mike found a 20-foot trailer with a 9,000 lb. towing capacity, ramp, and side walls for $5,390. Amy brought up the concern of where to store the trailer as she is not sure about how secure the pit in Madrid is. Commissioner Harvell and Brann and Mike agreed that it would be acceptable for Mike to store the trailer at his property when not in use. **Motion to purchase the trailer for $5,390: Lance/Terry (2/1) Bob opposed.**
6. **Dispatch Hire for Approval, Caitlin Levinson:** Caitlin Levinson comes with experience in the medical field. She will begin employment with the county on January 3, 2023. **Motion to approve the hiring of Caitlin Levinson as a Dispatcher: Lance/Bob (3/0)**

**OLD BUSINESS:**

**ARPA:** Sue provided an update on the ortho-imaging. The preview which was set to happen in late December has been postponed until sometime in January. Once the preview has been reviewed, the county can provide feedback for anything that needs to be fixed and have the opportunity to purchase a more in-depth view.

**MISCELLANEOUS: None**

**Executive Session: 1 MRSA 405 (6) (A) Personnel Matter: County Administrator Review: Motion to enter Executive Session at 3:54 pm: Lance/Bob (3/0) Exit at 4:49 pm. No action was taken.**

**WARRANTS:** 1 county, 1 UT, 2 payroll

**ADJOURNMENT:**

**A motion and second to adjourn. (Lance/Bob) (3/0)**

**Meeting adjourned at 4:50 pm**

**The next regular meeting will be on January 3, 2022**

**A recording is available for this meeting.**

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FRANKLIN COUNTY COMMISSIONERS

ATTEST: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, CLERK