

1 **COMMISSIONERS MEETING**

2 **April 13, 2022**

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5 *YORK,ss*

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8 At an ARPA workshop of the County Commissioners of the County of York, begun and
9 holden at the York County Government Building in Alfred, within and for the County of York,
10 being held on Wednesday, April 13, 2022 A. D. at 3:00 P. M.

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13 **COMMISSIONERS PRESENT:**

- 14 Richard R. Dutremble
- 15 Richard Clark
- 16 Robert Andrews
- 17 Allen Sicard
- 18 Donna Ring

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23 County Manager Gregory Zinser was present at the meeting.

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26 **YOU ARE INVITED TO RISE AND SALUTE THE FLAG OF THE UNITED STATES**

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28 **1. Continue discussion of Save our Shores request for dredge purchase**

29 Commissioner Sicard gave a brief review of last week’s workshop.
 30 Commissioner Clark stated that his concern has been and remains is that he does not see a
 31 structure that administers this project. Without that, he continued, he cannot approve \$1.8
 32 million to the City of Saco. He cited the Eastern Trail project that came before the Wells
 33 Select board when he served on it in which they asked towns to commit funds. Towns voted
 34 to participate and monies were raised and trails were created. A group to run the trail system
 35 was also created. He added that he does not see that here.
 36 When the dredge presentation was given to the Wells select board there was some discussion
 37 of there being some kind of work in the legislature to create a group. Commissioner Clark
 38 continued that he hears, build it and they will come and that he, in good conscience cannot
 39 go there. Other groups (asking for ARPA funding) have given us audits and other
 40 information so everyone knows they can achieve their goals.
 41 Commissioner Sicard replied that some of those issues were discussed at last week's meeting.
 42 There were five to seven letters of support received from communities. There were three
 43 contingencies presented for a motion. Those being that an RFP would have to go out to
 44 obtain three bids, formation of quasi entity with Saco and the county as the first partners and
 45 then the title would come from the county and move to this entity that other towns and cities
 46 could join and Saco will vote to keep money in their budget for operations for 2022/2023.
 47 Saco’s budget meetings begin in May so they need Commissioner approval. They are very
 48 confident that in years two and three, there would be jobs (for the dredge) to pay for costs.
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Commissioner Clark replied that when this group came before us in June of last year, he spoke with a couple of the folks and said go to the communities and come back with some financial commitments. He added that every city and town in York County got ARPA money and he hasn't seen a dime. Letters are nice, stated Commissioner Clark and it is easy to say one supports this when there is no price tag.

Commissioner Sicard commented that there was an expert from one of the dredge companies at last week's meeting who talked about the success of the town in Cape Cod that now has two dredges. We are not reinventing the wheel, stated Commissioner Sicard.

Commissioner Dutremble said that this is not a county project. If agreed, we can go out for RFPs and then that's it and if it's more than \$1.8 million we have to decide what to do. We need a signed contract from every individual that is going to be under contract. He added that is the only way that he is going to vote to purchase this piece of equipment. You are putting the cart before the horse warned Commissioner Dutremble. The Regional Coastal Water Commission has to be formed before we purchased the dredge. Every city and town has to sign how much they will pay for the 2nd and 3rd years. There are changes of councilors and selectpersons. If you have a contract, they cannot get out of it.

Commissioner Ring commented that she is still try to understand it all. When we originally started this (process), we were not going to be part of any of these businesses. The county agreed not to get involved in these businesses. I never supported that, she stated and added that she has concerns.

Commissioner Andrews stated that he understands what everyone is talking about and asked how long can we sit on this and put together this regional committee?

Commissioner Dutremble replied they wouldn't start dredging until November and December. Other leaders that he has been talking to said don't rush into this. He added that he is not against it but let's do it the right way.

Commissioner Ring said that they need us to approve it so they can put it before Saco for their budget.

Commissioner Sicard informed all that harbor masters up and down the coast are interested. Commissioner Dutremble said that you can say you support it but if you give no money, who supports it?

Commissioner Sicard replied that Saco would have to support it in year two. He added that when Saco gets the dredge they have to pay.

Commissioner Dutremble reiterated that there must be a commission established.

Commissioner Sicard asked SOS President Kevin Roche to speak.

Mr. Roche stated that the Commissioners' vote asked us to gain support. That was not our presentation. We did not push a county operation. It was just to get the capital equipment out of the way. We are in a crisis in Saco Bay. Citizens from inland towns come to the beach. This falls under infrastructure. Our ask is to purchase this dredge. We have the State ready to come in with money, explained Mr. Roche. He continued to explain that they are a volunteer, advocacy issue group. We are all for the contingencies you put forward. This is for so many more people and entities, continued Mr. Roche. He added that 300,000 cubic yards of sand are needed to save Cape Ellis. He further stated that the Army Corps has only done 10,000 cubic yards and that they have money to fund this. sound like we hog the

100 Mr. Roche informed all that \$10 to \$12 million will be charged by the Army Corps of
101 Engineers.

102 Commissioner Sicard asked if it is correct that Saco would get a bill when the dredge was
103 used there to which Mr. Roche agreed.

104 Commissioner Sicard commented that another customer is Scarborough and asked Mr. Roche
105 if there had been any conversation with them? Kevin Roche replied that they have sent a
106 letter of support.

107 Commissioner Dutremble stated that in his opinion, step 1 is to create the entity. Where are
108 we going to transfer the piece of equipment if there is no entity? The Government has rules
109 that must be followed, he cautioned.

110 Commissioner Dutremble continued that we need to know how many communities will use
111 it. The county would look foolish if no one used the dredge.

112 Commissioner Sicard suggested that SOS and the City of Saco get legal involved and form
113 this entity. Then, they came back to us. We make it contingent on this entity being formed.
114 Also, stated Commissioner Sicard, we would hold our board seat. That would determine
115 what they pay.

116 Commissioner Dutremble replied that we need a signed contract and need to know how many
117 communities would use the dredge. We would also need to know in the second and third
118 years if there was somebody that is willing to put money into (the project) to cover the costs
119 of operations.

120 Commissioner Sicard replied that the first job would be with Saco and would cost between \$4
121 or \$5 million.

122 Commissioner Clark asked if there were currently any permits to dredge anywhere (in York
123 County)?

124 Mr. Roche responded that is the communities' responsibility.

125 Commissioner Clark replied that is a lot of paperwork and a lot of people who weigh in with
126 environmental and technical opinions. To say that the communities need to do this is not
127 acceptable, stated Commissioner Clark.

128 Kevin Roche explained that the communities have to do it.

129 Commissioner Clark stated that it might take 5 years to get a permit.

130 Kevin Roche said to Commissioner Clark, "*You were at the meeting. What was the vote?*"

131 Commissioner Clark responded that the vote was 5-0 but that there was no commitment of
132 funds and no desire to move forward. They gave you a verbal commitment, stated
133 Commissioner Clark.

134 Commissioner Sicard asked if it was correct that they are looking into purchasing a barge?

135 Commissioner Clark responded that the Town of Wells has committed serious money to do
136 this. There is a cost for maintenance, etc. of the asset.

137 Commissioner Sicard reminded all that part of the discussion, when dredging wasn't being
138 done, there would be training.

139 Commissioner Dutremble stated that there might not be time this year to do it so why are we
140 rushing? We could go out for bids and see what the cost is and then form the Commission
141 and get communities in writing to support it with funds.

142 Commissioner Sicard asked Kevin Roche of the Save or Shores organization if his group
143 would help the County Manager with the RFP and formation of this entity and then we can
144 make the decision. The entity can get insurance and take title (of the dredge).

145 Commissioner Dutremble stated that the entity has to include communities that want to be
146 part of it. The communities should put money into the entity for future costs.

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148 Mr. Roche responded that you are still going back to asking municipalities for money. That
149 is not what we are tasked with or set up to do, he stated.

150 Mr. Roche recapped the contingencies the Commissioners have put forth with the first being
151 Saco approving their budget to include \$200,000 for the first year. With the permitting
152 process, no jobs will be ready next season. The second one is forming the organization and
153 see who wants to pre-sign up. Third is the bid process (90 days or more).

154 Mr. Roche commented that the timetable gets concerning. The longer it goes, the more
155 costly the project becomes.

156 Commissioner Sicard replied that maybe the bid process should be first.

157 Kevin Roche stated that they are hoping the contingent vote can get out.

158 Commissioner Sicard suggested perhaps we put that on the table. Get the RFP done and then
159 get the Saco vote and if they are ready, form the entity.

160 Commissioner Dutremble stated that they won't get the RFP for at least 30 days.

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162 County Manager Zinser stated that we could give the money for example to Saco and then
163 they would be responsible for the process. It doesn't have to go through us unless you want
164 the county to do it. We would follow the federal procurement policies.

165 He continued that if the Commissioners make the contingency to form an inter-local
166 agreement, somewhere along the line there needs to be a conversation of creating something.
167 It can happen concurrent or after, said the County Manager.

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169 The County Manager asked Mr. Roche if when he met with the towns, was there any
170 conversation about them contributing to this operational entity that will be formed. We could
171 e-mail the town managers, stated County Manager Zinser.

172 Commissioner Sicard responded that a town can contribute two ways; annual memberships
173 for a discounted rate or if you are a customer. This is as good in my mind as someone being
174 a foundation member, stated Commissioner Sicard.

175 He continued that if we could move the RFP process forward and see in May how the other
176 two things come to fruition, would that be alright and make a determination at that time?

177 Kevin Roche replied that he thinks we are all on the same page and that he does ask for a
178 vote from the Commissioners in which they vote to authorize an RFP process by SOS Saco
179 Bay to work with the county. Then the entity can be formed with Saco as a forming member.

180 Commissioner Sicard responded that he agreed and that Mr. Roche and his organization have
181 put a lot of work into this. Nobody else on the coast has even dreamed of undertaking it. We
182 cannot vote in a workshop but we can bring it up as part of our regular business, explained
183 Commissioner Sicard.

184 Commissioner Dutremble asked how do we allocate \$1.8 mil when we don't know the cost of
185 the dredge?

186 Mr. Roche replied that they provided the quote and accept that it is a bid process. We are an
187 advocacy group. If it's more, we will not ask for more money, stated Mr. Roche.

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189 Commissioner Clark stated that every town he represents has waterfront. Unless there is
190 some structure, he said that he would be less than diligent in his fiduciary duty. He added
191 that he doesn't think there will be a structure in 30 or 60 days.

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193 Commissioner Sicard stated that this is a once in a life time opportunity. If we don't do
194 something for our shoreline, we may not have them soon.

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196 Commissioner Dutremble stated that like Commissioner Clark said earlier in the meeting,
197 let's not rush into it. We are not on a time schedule.

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199 Workshop adjourned at 3:52 p.m.
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Back in session at 4:18 p.m.

04-13-22 **ITEM (REGULAR MEETING)**

1 PUBLIC COMMENT(S) ON ANY ITEM(S)

None

2 TO APPROVE THE MINUTES OF THE FOLLOWING MEETINGS:

a. Commissioners meeting of April 6, 2022
Commissioner Ring motioned to approve the minutes of the April 6, 2022 meeting.
Commissioner Dutremble seconded the motion. Vote 4-1 (Commissioner Clark
abstained).

3 TO APPROVE TREASURER'S WARRANTS

a. Warrants to be approved on April 6, 2022, in the amount of \$579,645.76
Commissioner Clark motioned to approve the warrant. Commissioner Andrews
seconded the motion. Vote 5-0.

**4 TO HEAR ANY REPORTS FROM THE COUNTY
COMMISSIONERS**

Commissioner Dutremble reported that the Maine County Commissioners
Association conference has been cancelled for this year as the cost doubled.
There was a discussion of perhaps holding a one day conference instead.

5 NEW BUSINESS

a. Continue review of FY'2023 budget
i. Layman Way Recovery Center-Megan Gean Gendron, Executive Director of
the Layman Way Recovery Center was present.
County Manager Greg Zinser explained that this budget had not increased from the
prior year. He added that they are still waiting to firm up some things from prior
years.
Megan-Gean Gendron addressed the Board and stated that she and Wes (Phinney)
are happy to be there. Ms. Gendron informed all that there was a residential
outbreak (COVID) at Layman Way in the fall. Thanks to the Sheriff's Office and
Y.C. EMA who provided all the resources that Layman Way needed.
Ms. Gendron went on to explain that due to the retirement of Steve Mazza who
ran Layman Way Recovery Center, she went into Layman Way as did their
psychiatrist, Dr. Marie Gay, who is now the Director of Layman Way. Other
recent changes made, explained Ms. Gendron, include the hiring of a substance
abuse counselor. She explained that they also now focus on more of after care.
Two women graduated yesterday and went to housing operated by York County
Housing Programs. Ms. Gendron continued that they also restructured the
program, making it a phased program whereby our residents move through the
program and earn additional privileges. This is being reviewed by the D.A.'s
office.

250 Megan Gean-Gendron explained that during covid, there was a significant drop in
251 the census at Layman Way so they reached out to other community providers. We
252 started accepting folks that were at high risk of offending. We have continued with
253 that outreach, explained Ms. Gendron but are now seeing more intake with the
254 District Attorney's Office. Our census is hovering around twenty and right now we
255 have a greater need for male beds. Ms. Gean-Gendron stated that last year has
256 been very trying but that she is very proud of how everyone handled it. She asked
257 if there were and questions.

258 County Manager Zinser clarified that the Center is staying within the 24-bed
259 limitation that we have from the town.

260 Commissioner Sicard asked since the fall lock down period has been the average
261 bed count? Megan Gean-Gendron replied 20- single rooms as opposed to bunk
262 rooms. We will be utilizing the other wing so we can have single rooms and be
263 at that 24 bed capacity.

264 Commissioner Sicard responded that in building out that campus, part of our
265 discussion is that we want to know that you will be able to meet that challenge.

266 Megan Gean-Gendron replied that she has more confidence that the staff can
267 handle the 24 beds.

268 Commissioner Clark congratulated Ms. Gean-Gendron on getting through the
269 outbreak.

270 Commissioner Ring asked how many people have you graduated in the last year?

271 Ms. Gendron replied that she didn't grab that census report but will follow up.

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273 ii. Deputy EMA Director Megan Arseneault to present EMA budget-
274 County Manager Zinser introduced Deputy EMA Director Megan Arseneault who
275 informed the Commissioners that EMA has been handling an active disaster
276 (COVID) since March of 2020. She stated that over 75000 vaccines have been
277 given with up to 900 patients a day at the vaccine center. 13,000 COVID 19 tests,
278 summary reports, 194 county wide meetings, and pieces of personal protection
279 equipment were distributed to York County as they also continue to expand their
280 programs.

281 Deputy Director Arseneault stated that the operational budget (for EMA) has
282 remained flat to 2017. An additional position was added last year. She continued
283 that they have increased their volunteers to several hundred. Ms. Arseneault
284 explained that there has been \$3 million in FEMA reimbursement funding.
285 She continued that the budget numbers are largely unchanged except for an
286 increase in wages that they believe is a modest increase. Also there is an increase
287 in software as prices have increased. Deputy Arseneault informed all that they
288 received \$137,000 in homeland security grant programs. She asked if anyone had
289 questions.

290 Commissioner Sicard asked if FEMA will start turning off that "spicket"
291 of \$3 million reimbursement for COVID related items.

292 Deputy Arseneault replied that they don't know the answer to that question but
293 they will pass on updates and it is in their awareness to be careful.

294 Commissioner Dutremble remarked that they are doing a great job. Commissioner
295 Ring commended EMA personnel on the job done with the Vaccine Center.

296 She asked beyond the vaccine center, how many disasters or emergency situations
297 have we handled this year above and beyond Covid? Deputy Director Arseneault
298 responded, two large disasters.

299 County Manager Zinser added there have been drone team advancements.

300 EMA Deputy Director Arsenault agreed and added that this team is growing.
301 She stated that they advanced the fleet and members in place. There were thirty two
302 responses and the UAS team was involved in 75% of those. We've used it for
303 search and rescue and persons of interests, hotspots in fires, law enforcement
304 hostage situations as well as in tactical needs. It is possible to have a live stream to
305 responders, explained Deputy Director Arsenault.
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308 iii. Chief Fire and EMS Administrator Roger Hooper to present Juvenile Fire
309 Prevention budget- Chief Hooper gave a short overview of two other
310 programs that he oversees.

311 The Hazmat Team, reported Chief Hooper, was able to upgrade some of their pipe
312 patching kits. There is now a full team of 22 personnel trained at technician level
313 and medically cleared to do the job. A lot of young folks have come on to the
314 team.

315 Fire Instructor Program- Chief Hooper reminded the Commissioners that two
316 years ago funding was added to the budget for this program but the implementation
317 was delayed due to COVID. We now have seventeen instructors on board who are
318 all firefighters throughout the county. Chief Hooper stated that plans are underway
319 to begin some detailed training. The partnership with YCCC has been great. Two
320 basic EMT classes are paid for through workforce development. EMT class soon
321 will also be paid through workforce development, stated Chief Hooper. We have
322 created a 3-year master schedule that will be a cycle and that we can plug into the
323 new training center when that is up and running.

324 Youth Fire Safety Program- Chief Hooper informed all that in 2021, 25 clients
325 were seen. This is double from a typical year. This year, continued Chief Hooper,
326 five clients have been seen. The program is run 10 hours a week staffed with two
327 part time employees, stated Chief Hooper. He added that succession planning is a
328 concern and something we need to consider and be prepared for. This program
329 is one of a kind and the only one in the State of Maine. We are constantly
330 providing guidance to the State and other counties. Molly Cunningham and Matt
331 Leach, who run the Fire Safety Program just finished a manual on how to start
332 your own program. Chief Hooper stated that this program is one of the best
333 bargains in the county budget. This budget reflects a \$6,000 increase. Half of that
334 is salaries and wages and incidentals, explained Chief Hooper. There is a \$1,000
335 line for professional services. We are not a counseling service but an intervention
336 and education service. Sometime that line is crossed so this will allow for
337 professional people they can consult with. We have a partnership with
338 Maine Behavioral Health.

339 Commissioner Dutremble asked if \$1,000.00 was enough. Chief Hooper replied,
340 yes and that it is pre-arranged with Maine Behavioral Health.
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342 iv. District Attorney Kathryn Slattery to present budget- D.A. Slattery stated to
343 the Board that 7045 cases were referred by York County Police Departments. She
344 added that domestic violence cases increased in York County to the highest
345 numbers in the State.

346 In 2020, continued D.A Slattery, we received 284 referrals for juvenile cases. We
347 are well ahead of that number already this year. We have had 5,451 criminal
348 filings in 2021. The York County District Attorney's office also extradited 76
349 people back to Maine as well as collected \$116,000 in restitution. D.A. Slattery
350 informed all that there is a huge backlog in the courts along with lots of diversion

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discussion. We have referred 278 persons to Layman Way and continue to do so. There have been eleven graduates over the last 12 months and recently five more. Only 14 have been engaged in criminal behavior. We also have a restorative justice program that as of December 2021 has had 124 people in it with 66 people having completed it. The feedback is favorable, stated D.A. Slattery. As far as our budget requests, continued D.A. Slattery, our technology needs are that we are looking for a different Microsoft so we are all on the same platform, licenses for ADOBE redacting to courts. We are requesting that a ½ time position be increased to full time. We currently have one and a half legal secretary opening as well as a restitution clerk. The staff is running under a great deal of stress as we are ramping up in – person proceedings. District Attorney Kathy Slattery informed all that the courthouse is supposed to open in a year. Commissioner Sicard asked the District Attorney is she knows how many square feet her department will have? The District Attorney replied that they won't tell her but she has been told her department will have two separate spaces on the first and second floors.

b. Seek approval of FY'23 budget to submit to budget committee- Commissioner Sicard reminded the Board that they have not voted (on the budget). Since we have had all of the presentations, stated Chairperson Sicard, we should go back to the summary and ask for discussions. Commissioner Ring commented that she thinks as far as the department heads, their budgets are in line as far as their requests but that her major concern is the salaries. Pay increases range from 5% to some as high as 12 and 15%, continued Commissioner Ring. She added that she doesn't know where this came from. Commissioner Ring continued that she knows that the contracts control most of the employees but questioned this being the case for salaried employees? A lot (of the requested increases) are well over COLA, commented Commissioner Ring. She continued that in regards to the requests for new management positions that she doesn't think we should be adding anything right now at that level. A lot of extra work was required of management during COVID, continued Commissioner Ring but she thinks we can get back to normal and handle everything. She stated that she doesn't agree with the actual salary increases for salaried employees and that there is not a pay scale so she cannot compare. Commissioner Dutremble stated that the only budget he won't vote for is the Commissioners' budget as he doesn't feel they should raise their salaries. There is an 8.5% inflation rate in the last 12 months so Commissioner Dutremble stated that he feels the increase in wages is justifiable. Commissioner Dutremble added that in the past, we would bring up any problems when we went through the department's budget we would bring the issue up. Commissioner Ring asked if they had determined that there was a flat COLA for salaried employees? Commissioner Clark stated that county government delivers services to the people of the County. There is an 8% inflation rate over the past year and everyone is hiring. If we want to use the people that we have to continue to do what they are doing, we have to pay them. Otherwise, we are looking to hiring people and having to train them. I don't have a problem with the budget. Commissioner Clark moved to approve the FY'23 budget in the amount of \$22,200482.00 Commissioner Andrews seconded the motion. Vote 4-1 with Commissioner Ring opposed.

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Commissioner Clark asked the County Manager what the next steps are. County Manager Zinser explained that the budget as approved by the Commissioners will be distributed to the Budget Committee and that the 1st Wednesday in May will most likely be their first meeting.

*****HEARD PRIOR TO BUDGET PRESENTATIONS*****

c. Act on ARPA items if applicable-
Commissioner Dutremble motioned to have the County Manager come up with an RFP for the dredge. Commissioner Andrews seconded the motion.
DISCUSSION: Commissioner Dutremble stated that this is a first step. Commissioner Clark stated that he is not opposed to the project but there is still no entity to take responsibility for it.
County Manager Zinser informed the Board that it will be the first or second week of May as he is on vacation next week. He added that it will be 45 days probably. County Manager Zinser asked, contained in the RFP, what if anything do you want about the creation of this legal entity? Commissioner Dutremble responded that he does not want the County Manager involved in it. Commissioner Sicard added that anything legal from Saco comes back to us and we can look at it.
Vote 4-1 with Commissioner Clark opposed.

Commissioner Sicard asked about the RFQ (ARPA) for the architectural services. County Manager Zinser replied that is the RFQ for the training center and the substance abuse center. He explained that responses are due by 5-2 and they will be brought to the Board at their May 4th meeting.
Commissioner Sicard explained that this process is mandated by Federal requirements.

County Manager Zinser informed the Board that the Biddeford/Saco/OOB Transit will not be submitting a request. There is still the additional request from York County Community Action who put in the original proposal who have asked to have a conversation with me regarding their next steps so I would anticipate that (request) coming back to the Board at one of the May meetings, stated the County Manager.

*****HEARD AT THE BEGINNING OF NEW BUSINESS*****

d. H.R. Director Linda Corliss to seek hiring approval for Faith Blanchette as a Reserve Corrections Officer in the Sheriff's Office with a start date of May 4, 2022- H.R. Director Linda Corliss presented the new hire request and informed the Commissioners that Faith Blanchette, if approved by them for hire, will attend the Corrections Academy beginning on May 9th.
Commissioner Clark motioned to approve the hiring of Faith Blanchette at the Sheriff's Office in the position of Corrections Officer with a start date of May 4, 2022. Commissioner Dutremble seconded the motion. Vote 5-0.

(not on agenda) Forfeiture notice request from the Sheriff's Office-Commissioner Sicard read the Notice requesting \$740 be transferred into the Sheriff's Office forfeiture account.
Commissioner Dutremble seconded the motion. Vote 5-0.

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Commissioner Dutremble asked about copies of the audit. The County Manager said there were copies and it will be brought before the Board at one of the May meetings.

- 7 **TO CONDUCT AN EXECUTIVE SESSION ON PERSONNEL ISSUES PURSUANT TO 1 M.R.S.A. §405 (6) (A), ACQUISITION OF REAL PROPERTY OR ECONOMIC DEVELOPMENT PURSUANT TO 1 M.R.S.A. § 405 (6) (C), LABOR NEGOTIATIONS PURSUANT TO 1 M.R.S.A. § 405 (6) (D) AND CONSULTATION WITH LEGAL COUNSEL PURSUANT TO 1 M.R.S.A. § 405 (6) (E), REVIEW OF CONFIDENTIAL RECORDS PURSUANT TO 1 M.R.S.A. § 405 (6) (F)**

None

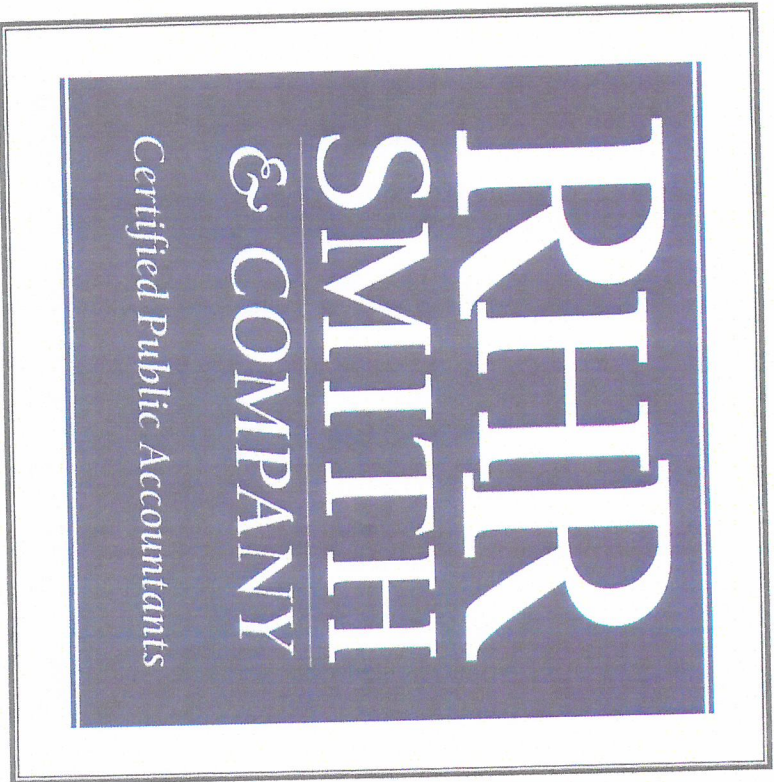
- 8 **PUBLIC COMMENT(S) ON ANY ITEM(S)**

None

- 9 **ADJOURN**

Commissioner Clark moved to adjourned. Commissioner Dutremble seconded the motion. Meeting adjourned at 5:21 p.m.

DRAFT



County of York

June 30, 2021

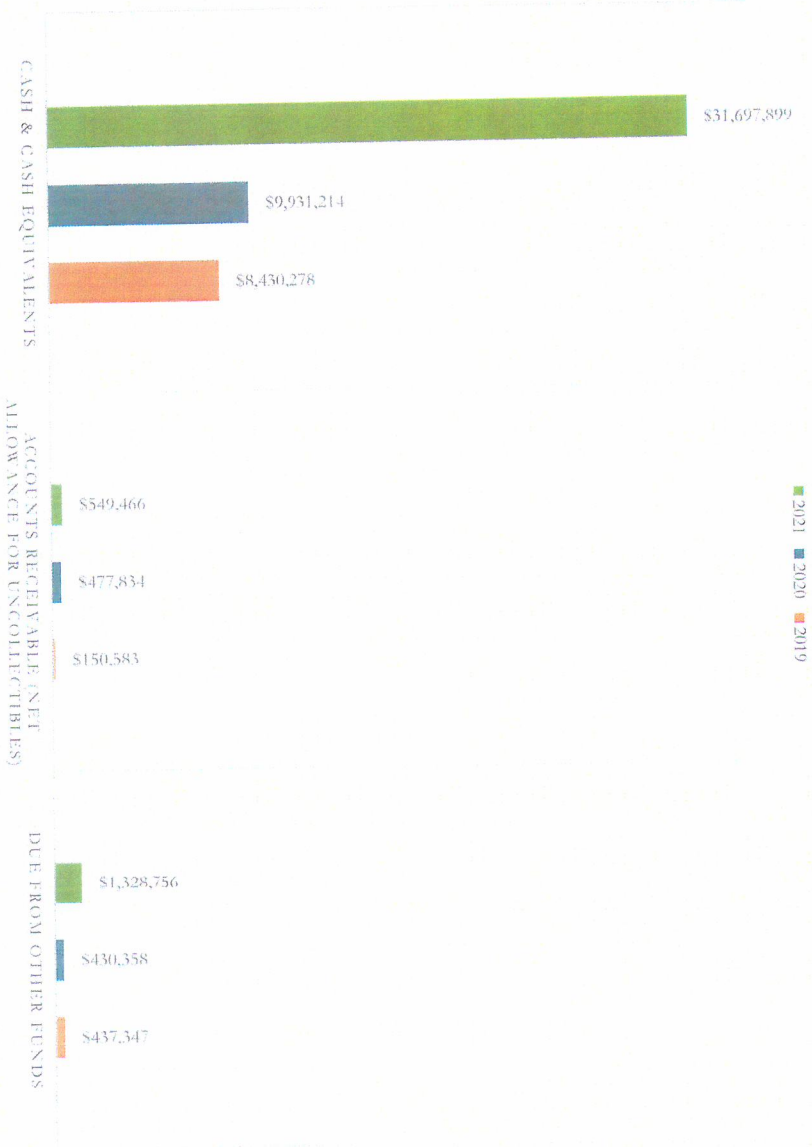
Financial Statement Presentation

May 4, 2022

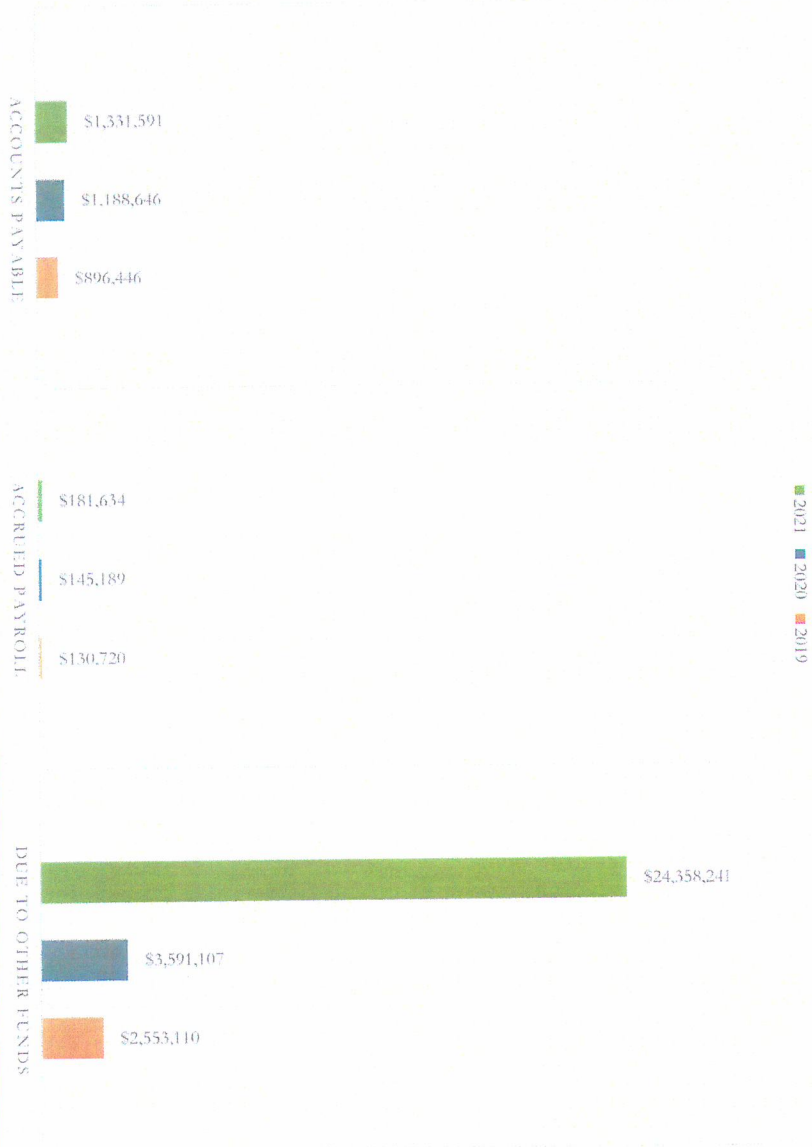
County of York
Balance Sheet
Governmental Funds

	General Fund	Jail Fund	Deeds Preservation Fund	Layman's Way	ARPA Grant Fund	Other Governmental Funds	Total Governmental Funds
ASSETS							
Cash and cash equivalents	\$ 31,697,899	\$ -	\$ 749,162	\$ -	\$ -	\$ 84,609	\$ 32,531,670
Accounts receivable (net of allowance for uncollectibles)	549,466	-	-	-	-	975,708	1,525,174
Inventory	812	-	-	-	-	-	812
Prepaid items	54,756	-	-	-	-	-	54,756
Due to other funds	1,328,756	3,618,478	-	131,961	20,165,915	441,887	25,686,997
TOTAL ASSETS	\$ 33,631,689	\$ 3,618,478	\$ 749,162	\$ 131,961	\$ 20,165,915	\$ 1,502,204	\$ 59,799,409
LIABILITIES							
Accounts payable	\$ 1,331,591	\$ 179,200	\$ -	\$ 15,940	\$ -	\$ 45,539	\$ 1,572,270
Accrued payroll	181,634	128,836	-	-	-	-	310,470
Due to other governments	180,741	-	-	-	-	-	180,741
Payroll related liabilities	87,882	-	-	-	-	-	87,882
Due to other funds	24,358,241	-	150,034	-	-	1,178,722	25,686,997
TOTAL LIABILITIES	26,140,089	308,036	150,034	15,940	-	1,224,261	27,838,360
FUND BALANCES							
Nonspendable	55,568	-	-	-	-	-	55,568
Restricted	-	-	599,128	-	-	-	599,128
Committed	1,634,999	170,016	-	-	-	528,614	2,133,629
Assigned	2,777,223	1,533,936	-	116,021	-	-	4,427,180
Unassigned	3,023,810	1,606,490	-	-	-	(250,671)	4,379,629
TOTAL FUND BALANCES	7,491,600	3,310,442	599,128	116,021	20,165,915	277,943	31,961,049
TOTAL LIABILITIES AND FUND BALANCES	\$ 33,631,689	\$ 3,618,478	\$ 749,162	\$ 131,961	\$ 20,165,915	\$ 1,502,204	\$ 59,799,409

County of York General Fund Assets Three-Year Comparison



County of York
 General Fund Liabilities Three-Year Comparison



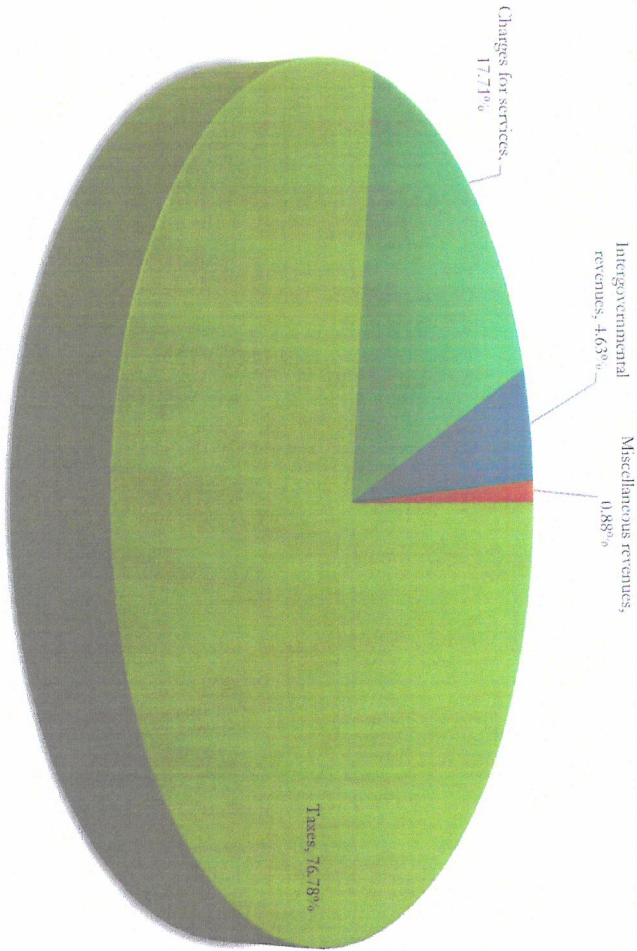
County of York
Nonspendable / Committed / Assigned Fund Balance



County of York
Unassigned Fund Balance

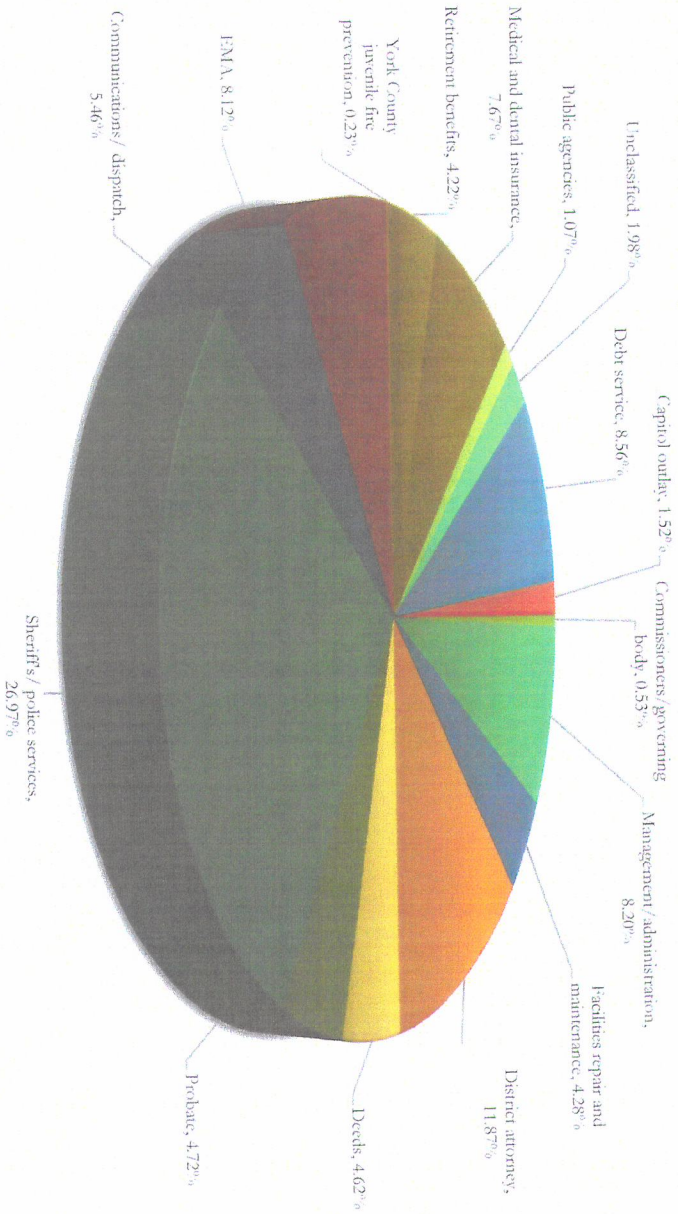


County of York General Fund Revenues



- Taxes
- Charges for services
- Intergovernmental revenues
- Miscellaneous revenues

County of York General Fund Expenditures

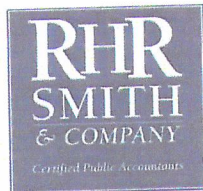


- Commissioners/governing body
- Decds
- FEMA
- Public agencies
- Management/administration
- Probate
- York County juvenile fire prevention
- Unclassified
- Facilities repair and maintenance
- Sheriff's/police services
- Retirement benefits
- Debt service
- District attorney
- Communications/dispatch
- Medical and dental insurance
- Capital outlay

County of York
Comparison Schedule – Revenues & Expenditures
General Fund

	2021		2020	
REVENUES:				
Taxes	76.78%	17,972,861	81.5%	17,423,700
Charges for services	17.71%	4,145,869	14.8%	3,161,146
Intergovernmental revenues	4.63%	1,083,580	2.6%	564,829
Miscellaneous revenues	0.88%	205,149	1.1%	230,420
	100.00%	\$ 23,407,459	100.0%	\$ 21,380,095

	2021		2020	
EXPENDITURES				
Commissioners/governing body	0.53%	63,269	0.6%	65,369
Management/administration	8.20%	987,850	9.3%	1,068,326
Facilities repair and maintenance	4.28%	515,439	4.3%	494,700
Treasurer	0.00%	580	0.0%	556
District attorney	11.87%	1,429,942	11.7%	1,344,226
Deeds	4.62%	556,956	5.0%	575,978
Probate	4.72%	568,215	4.8%	545,787
Sheriffs/ police services	26.97%	3,249,871	26.0%	2,975,501
Communications/ dispatch	5.46%	658,112	5.7%	647,775
EMA	8.12%	978,051	5.4%	615,892
York County juvenile fire preventic	0.23%	27,442	0.3%	31,417
Retirement benefits	4.22%	508,925	4.1%	467,688
Medical and dental insurance	7.67%	924,075	7.5%	858,557
Public agencies	1.07%	128,700	1.2%	133,400
Unclassified	1.98%	238,913	3.4%	385,146
Debt service	8.56%	1,031,338	9.1%	1,045,675
Capital outlay	1.52%	182,952	1.8%	206,149
	100.0%	\$ 12,050,630	100.0%	\$ 11,462,142



Proven Expertise & Integrity

April 4, 2022

Board of Commissioners
County of York
45 Kennebunk Road
Alfred, ME 04002

MANAGEMENT LETTER

In planning and performing our audit of the financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the County of York, Maine as of and for the year ended June 30, 2021, in accordance with auditing standards generally accepted in the United States of America, we considered the County of York's internal control. We did so to determine our auditing procedures for the purpose of expressing an opinion on the financial statements, but not for expressing our opinion on the effectiveness of the County of York, Maine's internal control over financial reporting or compliance.

During our audit we became aware of several matters referred to as "management letter comments" that offer opportunities for strengthening internal control and improving operating efficiencies of the County of York, Maine. The following pages summarize our comments and suggestions on those matters.

This report is intended solely for the information and use of the Board of Commissioners, management, and others within the County and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

These matters do not modify our opinion on the financial statements for the year ended June 30, 2021, where we expressed an unmodified opinion on our independent auditors' report dated April 11, 2022.

Bank Reconciliations:

While performing the audit for the above-mentioned fiscal year, we noted that bank reconciliations are not reviewed and signed off on by an employee other than the preparer. We recommend that all bank reconciliations be reviewed, dated and signed off on by another employee with knowledge of the fiscal operations to provide complete oversight.

While performing the audit for the above-mentioned fiscal year, we noted that the County does not reconcile its bank statements accurately to the general ledger. We recommend that bank statements are completely reconciled to the general ledger to help ensure that all cash transactions are reconciled, to help ensure accuracy and completeness of transactions in the correct reporting period and to help avoid material misstatements in the financial statements.

Aged Checks:

While performing the audit for the above-mentioned fiscal year, we noted that the County has outstanding checks remaining on Restitution bank reconciliations that were older than 6 months from the date of issuance. We recommend that management establish procedures that address all outstanding checks that are older than 6 months from the date of issuance to help ensure accuracy and completeness of transactions in the correct reporting period and to help avoid material misstatements in the financial statements. (Some examples of ways to address these checks are: voiding and reissuing a new check to the payee, contacting the payee directly, submitting the payment information through the State's Unclaimed Property Program for payees who cannot be contacted or who do not respond.)

Deposits:

While performing the audit for the above-mentioned fiscal year, we noted that deposits are not deposited to the financial institution of the County within a consistent time frame to help reduce security risks to those funds. We recommend that management review and revise its procedures concerning how long deposits remain on site at the County (at the department level) to help reduce the risk of fraud and to help ensure accuracy and completeness of transactions in the correct reporting period. We also recommend that management consider any and all applicable federal/state statutes and regulations concerning this timeline (please refer to 30-A M.R.S. § 5603) to help ensure compliance with all applicable regulatory requirements.

General Ledger Reconciliations:

While performing the audit for the above-mentioned fiscal year, we noted that general ledger accounts were not being reconciled in a timely manner throughout the year. We recommend that all general ledger accounts be reconciled on a monthly basis within 30 days from the date of the month end and, when, necessary to subsidiary ledgers, to help ensure accuracy and completeness of transactions in the correct reporting period and to help avoid material misstatements in the financial statements.

Administrative:

While performing the audit for the above-mentioned fiscal year, we noted that the Finance department appears to need another part time to full time staff member to help keep up with reconciling accounts.

Policies and Procedures:

While performing the audit for the above-mentioned fiscal year, we noted that the County does not have an accounting policy and procedures manual. We recommend that the County adopt a policy manual to help ensure compliance Countywide with all applicable federal/state statutes and regulations and to help reduce the risk of material misstatement in the financial statements.

County of York Management Response

We concur with these statements. Some of these issues have already been rectified in FY22. The Finance department has done a great job keeping their heads above water with the vacancies that did exist in FY21. Having filled the vacancies in early FY22 we are in a better position moving forward. We will, however, explore the impacts of adding additional personnel to the finance department to keep up with the daily and monthly tasks.

We would like to thank Greg, Lori and all of the staff at the County of York, ME for their cooperation throughout this audit process.

If there are any questions regarding this letter, please do not hesitate to call.

Very Best,

A handwritten signature in cursive script that reads "RHR Smith & Company".

RHR Smith & Company, CPAs