

## COMMISSIONERS SPECIAL MEETING

March 16, 2020

*YORK,ss*

At a special meeting of the County Commissioners of the County of York, begun and holden at the York County Government Building in Alfred, within and for the County of York, being held on Wednesday, March 16 , 2020 A. D. at 3:00 P. M.

### COMMISSIONERS PRESENT:

Richard R. Dutremble (excused)  
Michael J. Cote  
Richard Clark  
Robert Andrews  
Allen Sicard

County Manager Gregory Zinser and Deputy County Manager Linda Corliss were present at the meeting.

### **1 TO DISCUSS ISSUES RELATING TO THE COVID-19 PANDEMIC**

(executive session pursuant to 1 M.R.S.A., § 402, (3) (Q)

Security plans, staffing plans, security procedures, architectural drawings or risk assessments prepared for emergency events that are prepared for or by or kept in the custody of the Department of Corrections or a county jail if there is a reasonable possibility that public release or inspection of the records would endanger the life or physical safety of any individual or disclose security plans and procedures not generally known by the general public. Information contained in records covered by this paragraph may be disclosed to state and county officials if necessary, to carry out the duties of the officials or the Department of Corrections under conditions that protect the information from further disclosure; [2015, c. 335, §1 (AMD).] personnel issues pursuant to 1 M.R.S.A. §405 (6) (A)), may be necessary.

H.R. Director/Deputy Manager, Linda Corliss, circulated a draft memo that will go out to department leaders. The County Manager stated that all department leaders are very well positioned to make internal decisions. He gave his gratitude to his employees.

He continued that planning by department has begun. The Probate Court has already started to suspend operations and will hear emergency matters only. The District Attorney is suspending contact with the general public including law enforcement.

Effective tomorrow, continued County Manager Zinser, we will be greatly reducing public access to all of our buildings. There will be a phone and/ or mail slot so that the public will still be able to conduct business. We will also have some computers externally for use. The County Manager stressed that he wants to make it clear that the public will still access to all critical county services. At this time, we do not anticipate shutting down at all. Commissioner Sicard asked if the County had possession of forehead temperature readers? The County Manager replied that would pose the question of those who are qualified to use and what our policy would be. Commissioner Sicard replied that there is all kinds of building staff and that if TSA can be trained to use them, we should be able to, also.

Commissioner Clark motioned to enter into executive session pursuant to 1 M.R.S.A. § 402, (3) (Q)

Security plans, staffing plans, security procedures, architectural drawings or risk assessments prepared for emergency events that are prepared for or by or kept in the custody of the Department of Corrections or a

county jail if there is a reasonable possibility that public release or inspection of the records would endanger the life or physical safety of any individual or disclose security plans and procedures not generally known by the general public. Information contained in records covered by this paragraph may be disclosed to state and county officials if necessary, to carry out the duties of the officials or the Department of Corrections under conditions that protect the information from further disclosure; [2015, c. 335, §1 (AMD).]

Commissioner Andrews seconded the motion. Vote 4-0.

Commissioner Clark motioned to come out of executive session. Commissioner Andrews seconded the motion. Vote 4-0.

Commissioner Clark motioned to enter into executive session pursuant to 1 M.R.S.A. §405 (6) (A), personnel matters. Commissioner Sicard seconded the motion. Vote 4-0.

Commissioner Clark motioned to come out of executive session. Commissioner Sicard seconded the motion. Vote 4-0.

## **2 TO TAKE ANY NECESSARY ACTION(S)**

Commissioner Clark motioned to approve a Declaration of Civil Emergency for York County (attached as record to these minutes). He read the Declaration to all present. Commissioner Sicard seconded the motion. Vote 4-0.

Commissioner Cote asked if there were any public comments or questions. Reporter, Tammy Wells asked what effect this Declaration has. EMA Director Art Cleaves explained that it allows resources of the county to be freed up rather than requiring a meeting every time.

The County Manager added that it also allows persons to change schedules and be compensated for their extra time in preparation for emergency situations.

He added that the County will be limiting public access to buildings and issuing additional guidance to our employees.

Commissioner Clark stated that we (Board) should consider meeting weekly until we know where this is going.

Commissioner Cote stated that is fine but that he will keep the Board updated.

Commissioner Clark reiterated that he suggests we post every Wednesday at 4:30 to meet.

County Manager Zinser stated that due to dealing with COVID-19, he has lost a week and a half of preparing the budget and may need to ask for an extension.

Commissioner Chairman Cote informed all that changes are occurring and that any approved documents will be released for the public.

## **3 ADJOURN**

Commissioner Clark motioned to adjourn. Commissioner Sicard seconded the motion. Vote 4-0.  
Meeting adjourned at 4:41 p.m.