

## Minutes

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

The meeting was held via: Zoom

**Franklin County Commissioners Meeting**

**August 6, 2024**

The meeting was called to order by Commissioner Harvell at 10:00 a.m.

Pledge of Allegiance

**Audience (Present):** Sandy Wilbur, David Davol, Brandon Sholan, David Rackliffe, David St. Laurent, William Gilmore, Jim Desjardins, Jake Nichols, Heidi Jordan, Louise Hiltz, Nathan Hiltz, Robert Lightbody, Susan Black, Susan Pratt, Charlie Woodworth, Mt. Blue T.V., Amy Bernard, Tiffany Baker, Jamie Sullivan, and Brenda Bittle.

**Audience (Zoom):** Amanda Simoneau, Jessica Brown, Brad Timberlake, and Fenwick Fowler.

**APPOINTMENTS: None**

### **NEW BUSINESS:**

- 1. Clerk's Report - Motion to accept the Clerk's Report: Bob/Terry (3/0)**
- 2. Treasurer's Report – Motion to accept the Treasurer Report: Terry/Bob (3/0)**
- 3. Probate Part-time Position** – The Probate Register is looking to restore the part-time position in the probate department. Over the last four years, revenues have increased over 50%. With the increase in caseload and the lack of Attorneys in Franklin County, causing an additional increase in the workload and time spent with community members explaining the probate process and procedures, as well as assisting with passports, the Register feels the department would benefit from restoring the part-time position. Additionally, Probate Code requires all of probate documents scanned into one volume. At this time, 90 years still need to be scanned. Nothing has been scanned in the last four years. The County Administrator indicated that there is enough money in the budget to hire a part-time position. Commissioner Carlton indicated that he would like to see a longer workday, a 40-hour work week versus a 32.5-hour work week. Commissioner Harvell would like to see a time study completed. **Motion to authorize Human Resources to post for a probate part-time position: Bob/Terry (3/0)**
- 4. Sheriff's Department Tasers and Camera Maintenance** – The Sheriff's Department is currently down to 14 tasers for 18 employees. The current tasers being used are no longer being made and their warranty expires in September. The Sheriff's Department would like to purchase 18 new tasers for the purchase price of \$14,316.12 (price included trade-ins) per year for a period of five years. The Taser 10 contract includes 18 Tasers all cartridges, holsters, probes, batteries, training aids, targets software and a 5-year warranty. The Sheriff's Department also inadvertently failed to budget for the cost of body and dash camera maintenance, which is roughly \$8,000, and is requesting to use funds from their

equipment reserve to cover the cost this year. They also acknowledge that they will have to add a maintenance line to next year's budget to cover for these costs. **Motion to approve the use of the Sheriff Office Equipment Reserve Fund to purchase new tasers and for camera maintenance not to exceed \$22,316.12: Bob/Lance (3/0).**

5. **Award Snow Removal Contract** – Franklin County went out to bid for snow removal for Church Street/County Way and West Freeman Township for a 3-year contract. Two bids were received for Church Street/County Way. Cousineau, Inc.'s bids were: 2024/2025 - \$19,500, 2025/2026 - \$20,085, and 2026/2027 - \$20,688. E.L. Vining & Son's bids were: 2024/2025 - \$22,715, 2025/2026 - \$22,977, and 2026/2027 - \$23,085. **Motion to award the Church Street/County Way Snow Contract to E.L. Vining & Son for 2024/2025 - \$22,715, 2025/2026 - \$22,977, and 2026/2027 - \$23,085: Bob/Terry (3/0).** Two bids were received for West Freeman Township, Hayden York, d/b/a York Tree Harvesting's bids were: 2024/2025 - \$66,000, 2025/2026 - \$66,000, and 2026/2027 - \$66,000. Fenwick Construction, LLC's bids were: 2024/2025 - \$84,125, 2025/2026 - \$84,125, and 2026/2027 - \$84,125. **Motion to award the West Freeman Township Snow Contract to Fenwick Construction, LLC for the amount of \$84,125 each year for three years: Bob/Terry (3/0).**
6. **TIF Projects** – Charlie Woodworth, TIF Coordinator, discussed the how the TIF Committee follows an evaluation process that was established for projects and scholarships he also indicated that the TIF Committee has received 4 Applications for TIF funds. They have recommended funding 3 projects:
  - A. Flagstaff Area Business Associates for marketing and maps in the amount of \$15,700;
  - B. Greater Franklin Economic and Community Development for the County to invest in their work \$125,000; and
  - C. United Methodist Economic Ministry for a warming center and kitchen in the amount of \$19,480.

Bill Gilmore discussed not having enough information to approve the Franklin County Project for the new Emergency Operations Center and felt that the money requested to fund the EOC should come from all Towns in Franklin County equally rather than using TIF funds. The County Administrator discussed how unhappy she was because Franklin County was the only applicant that filled out the application in its entirety and the application was as made out as clear as it possibly could be. The application was submitted to the TIF Committee on May 20, 2024. The County received questions from the committee regarding the Counties application on Friday, two months after the application was submitted. She indicated that the few questions pertaining to EOC were answered within the application, and the other questions pertained to the jail and its operations which has nothing to do with the EOC. Amy further indicated that we were not spending enough month out of the TIF Fund, and it will continue to be replenished until approximately 2039. **Motion to fund all 4 projects, Flagstaff Area Business Associates, Greater Franklin Economic Development, United Methodist Economic Ministry and Franklin County. Bob/Lance (No Vote). Amended Motion to fund all projects except Greater Franklin in the amount of \$735,580: Bob/Terry (3/0). Motion to fund Greater Franklin Economic Development in the amount of \$125,000: Bob/Lance (2/1) Terry opposed.**

7. **ARPA Update** – Sue Pratt indicated that the ARPA funds must be committed (not spent) by December 31, 2024. There are open projects that have been committed but not

completed. There are still funds available. She would like to open applications for funding to utilize the remaining ARPA funds, which is approximately \$700,000. She will reach out to the applicants that were rejected in the past to see if they are still in need of funding. Additionally, the Teague Memorial received ARPA funding in the amount of \$20,000. They have submissions for some smaller projects, one being an additional cleaning of the arches which is approximately \$2,600. They would also like to be a Blue Star Marker which is a national program that recognized places that celebrate Veterans that served in the United States Armed Services. There are also maps that can be purchased that showcases blue star marker locations. To become a Blue Star Marker costs \$2,650. They will still be within their \$20,000 award. They indicated that whatever is left over, will be returned to the County. **Motion to open the bidding process for ARPA funds: Bob/Terry (3/0). Motion to allow Teague Memorial to issue funds to become a Blue Star Marker and an additional cleaning of the arches: Bob/Terry (3/0).**

#### **OLD BUSINESS:**

- 1. Annual Flexible Work Schedule Policy** - Within the policy it indicates that the policy can be reviewed annually to have the opportunity to make changes. Additional language was added to clear of some confusion within the policy. **Motion to amend Flexible Work Schedule Policy: Bob/Terry (3/0). Amended Motion to amend Flexible Work Schedule to include additional language to include “deduct the appropriate hours to make up the weekly schedule”:** Bob/Terry (3/0).
- 2. UT Roads Update** – The road supervisor gave a rundown of what he has been working on up to this point: Reeds Mills Road – shoulder repair and grading; Beech Hill Road – culvert replacement, on hold, waiting for response from LUPC, Reeds Mills Road – speed limit sign needed, locks and keys made up for the County gravel pit, Commissioner Brann requested a county line signs put up to show town/county lines. The road supervisor would like to attend supervisor training and seminars.

#### **MISCELLANEOUS:**

1. Commissioner Carlton thanked Amanda Simoneau and Sarah Bickford from the EMA Department on the tabletop exercise with the National Weather Service they had. He stated it was really great, well attended, it really brought to light how the county works together in an emergency situation.
2. After August 20, 2024, Commissioner Meetings will resume to the 3:30 pm schedule.

**WARRANTS: AP, ARPA, TIF, UT, and Payroll – Motion to sign Warrants: Terry/Bob (3/0)**

**ADJOURNMENT: Motion to adjourn at 11:45 a.m. Bob/Terry (3/0)**

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

Bob Cully

[Signature]

Terry Brown

FRANKLIN COUNTY COMMISSIONERS

ATTEST: Amy L. Buel, CLERK