

# KNOX COUNTY COMMISSION

## Special Joint Meeting Knox County Commission and Budget Committee

Tuesday – November 24, 2015 – 5:00 p.m.

A special joint meeting of the Knox County Commission and the Knox County Budget Committee was held on Tuesday, November 24, 2015, at 5:00 p.m., at the county courthouse, 62 Union Street, Rockland, Maine. The Administrative Assistant was present to record the minutes of the meeting.

Commission members present were: Carol L. Maines, Commissioner District #1, and Roger A. Moody, Commissioner District #3. Commissioners not present: *Richard L. Parent, Jr., Commissioner District #2.*

County staff present included: County Administrator Andrew Hart, Administrative Assistant Candice Richards, Communications Director Linwood Lothrop (*left at 5:31 p.m.*), Register of Deeds Lisa Simmons (*left at 5:39 p.m.*), DA Geoffrey Rushlau (*left at 5:44 p.m.*), Sheriff Donna Dennison (*left at 6:10 p.m.*), Chief Deputy Tim Carroll (*left at 6:10 p.m.*), Jail Administrator John Hinkley (*left at 5:56 p.m.*), Systems Administrator Mike Dean (*left at 5:06 p.m.*), Airport Manager Jeff Northgraves, and EMA Director Ray Sisk (*left at 5:50 p.m.*).

Budget Committee members present were: Nicholas Lapham, Bob Duke, Lawrence Nash, Dorothy Meriwether, Shawn Levasseur, Bill Jones, Gerald Zwick, Randy Stearns and Terry Pinto.

Others present: Rockland resident Rebecca Lothrop (*left at 5:31 p.m.*).

### Knox County Commission and Budget Committee Joint Meeting Agenda Commission Hearing Room Thursday – November 19, 2015 – 5:00 p.m.

- I. 5:00 **Meeting Called To Order** (Chair Dorothy Meriwether for the Knox County Budget Committee, Commission Chair Roger Moody for the Knox County Commission)
- II. 5:01 **Public Comment**
- III. 5:05 **Approve Minutes** (Chair Dorothy Meriwether for the Knox County Budget Committee)
  1. Minutes of the Joint Budget Meeting of November 19, 2015
- IV. 5:08 **Budget Review**
  1. Further Review of Knox County Departmental Budgets.
- V. **Final Vote on all Departmental Budgets** (*in preparation for Public Hearing*)
- VI. **Adjourn**

#### I. Meeting Called to Order

The November 24, 2015 joint meeting of the Knox County Budget Committee and the Knox County Commission was called to order by Budget Committee Chair Dorothy Meriwether and Commission Chair Roger Moody at 5:00 p.m.

#### II. Public Comment

No members of the public were in attendance.

#### III. Approve Minutes

##### 1. Budget Meeting of November 19, 2015.

- Bob Duke motioned to table approving the minutes until the next meeting. Randy Stearns seconded the motion. A vote was taken with all in favor.
- Commissioner Roger Moody motioned to table approving the minutes until the next regular Commission meeting. Commissioner Carol Maines seconded the motion. A vote was taken with all in favor.

## IV. Budget Review

### 1. Sheriff's Office – JAIL DIVISION

There was a discussion about whether jail reserves could be used to help lower the jail budget. It was explained that this is the first budget being approved without the BOC being involved and right now SMRT is doing a full assessment of the facility. What little the jail has in reserves is all but gone (at 7% of the operating budget) because the jail has been trying to function on less money than it actually needs to operate. The future of the jail is still uncertain so cleaning out reserves to lower the budget is premature because the County might need those reserves to fix problems in the jail. The question was then asked whether jail reserves could help pay for the vehicle in the jail budget. The same answer was given. It was also noted that the jail has been unable to replace any vehicles since 2008 when the BOC took over county jails even though the transport vehicles are worn out with a lot of miles on them. Staff have been trying to maintain the vehicles for as long as possible.

There was a discussion about whether it made sense to finance vehicles rather than paying for them all at once. Administrator Hart and Chief Deputy Carroll both explained that with the number of vehicles being purchased each year, if they were financed out over a few years, the County would still be paying a large amount of money for vehicles each year because it would be paying for previous years' vehicles, and with interest added in as well. For the life span of patrol vehicles and the fact that the County might lose the vehicle before it was paid off, it is not worth it to do it that way. Commissioner Moody stated that financing vehicles out into future years would not work. Bob Duke agreed and said that vehicles for the jail and patrol are annual needs and financing them out past a year pushes a snowball down a hill and doesn't solve anything.

This led to a funding philosophy discussion among several Budget Committee members of whether the County should finance large ticket items out over several years across the board. Airport Manager Jeff Northgraves commented that the reason counties generally do not finance for items around the price range of vehicles is because legally counties are not allowed to borrow for more than one year without going out to bond for the entire amount, which would require the approval of the county's taxpayers each time. Administrator Hart noted that this is something the Commission should be discussing, not the Budget Committee. Bringing it up in the middle of the budget process seems more like a knee-jerk reaction and it doesn't make sense to be trying to figure that out now. Dorothy Meriwether stated that she agreed with Administrator Hart that the Budget Committee votes on the bottom line of the budget, and does not vote on or set policy.

- **Randy Stearns motioned to approve the county administrator's recommendation of a net budget of \$3,284,361. Bill Jones seconded the motion. A vote was taken with all in favor.**

In favor: 9 (Nicholas Lapham, Bob Duke, Shawn Levasseur, Gerald Zwick, Dorothy Meriwether, Bill Jones, Terry Pinto, Randy Stearns and Lawrence Nash)

Against: 0

Abstained: 0

- **Commissioner Maines motioned to approve the county administrator's recommendation of a net budget of \$3,284,361. Commissioner Moody seconded the motion. A vote was taken with all in favor.**

In favor: 2 (Roger Moody and Carol Maines)

Against: 0

Abstained: 0

### 2. Sheriff's Office – PATROL DIVISION

Funding patrol vehicles had been part of the discussion while discussing the jail earlier in the meeting. It was reiterated that for the lifespan of a police cruiser, the County would be spending more than what that car is worth if it was financed over more than one year. Everyone was reminded that the department is applying forfeiture funds to help pay for the vehicles.

It was briefly mentioned that besides forfeiture being used primarily for vehicles, the funds have also been used for some other things like the polygraph machine and the accident mapping equipment.

- **Bob Duke motioned to approve the county administrator’s recommendation of a net budget of \$1,831,907. Gerry Zwick seconded the motion. A vote was taken with all in favor.**

In favor: 9 (Nicholas Lapham, Bob Duke, Shawn Levasseur, Gerald Zwick, Dorothy Meriwether, Bill Jones, Terry Pinto, Randy Stearns and Lawrence Nash)

Against: 0

Abstained: 0

- **Commissioner Maines motioned to approve the county administrator’s recommendation of a net budget of \$1,831,907. Commissioner Moody seconded the motion. A vote was taken with all in favor.**

In favor: 2 (Roger Moody and Carol Maines)

Against: 0

Abstained: 0

### **3. Building Maintenance**

#### **Courthouse**

Commissioner Moody briefly explained the Commission’s view of funding for the lease/purchase for the building envelope repairs. He noted that the Commission felt the most prudent decision was to take the lowest overall cost option. The County might have a higher payment each year, but the amount of interest to be paid is the lowest and therefore cost taxpayers less in the end. Commissioner Maines voiced her agreement that the shorter term was the best idea and explained that since so many Budget Committee members had been in favor of putting the entire cost of the project in the 2016 operating budget, the Commission believed that the Committee would agree that the shortest borrowing time would be best. Bill Jones commented that Commissioner Maines was correct and that he was one of the Committee members who had voiced support for funding the project all at once but he is now in favor of the 10-year term option for the lease/purchase.

A few Budget Committee members brought up the discussion of financing out large expenses again; in this case they were specifically referring to the jail electrical panel that is \$450,000 that they felt should be spread out over a 5 to 10 year term. Other Committee member felt that if the County has multiple capital items financed in this manner, all the County is doing is kicking the can further down the road, costing taxpayers more money in the long run from having to pay interest as well as the cost of purchase.

It was suggested that the County could borrow from reserves and paying it back with interest and the interest could be labeled as profit, but Commissioner Moody explained that the County does not have enough money in reserves to be able to do that. Every year the reserves have been put towards the budget, which has lowered them, and the funds are often borrowed during the period between when the Tax Anticipation Note runs out and when the County starts receiving taxes and dispatch fees from the municipalities in order to just pay the day-to-day bills of the County. Administrator Hart reminded Committee members that there was not even though in reserves to fund the first phase of the building envelope repairs – some of the funds came from Contingency, which will have to be replenished.

- **Lawrence Nash motioned to lower the ground maintenance line (54590) by \$3,000, which lowers the department’s net budget of \$267,653 to \$264,653. Terry Pinto seconded the motion for discussion.**

Commissioner Moody reminded the Budget Committee that their authority is for the bottom line of the budget only, not the individual line items.

- **Lawrence Nash withdrew his motion. Terry Pinto withdrew his second of the motion.**
- **Lawrence Nash motioned to approve a net budget amount of \$264,653 (which is \$3,000 less than the Administrator’s recommended amount of \$267,653). Terry Pinto seconded the motion.**

When asked why \$3,000 had been added into the Administrator’s recommendation column, Administrator Hart explained that it was for the mowing and weed-whacking contract but that it had not been bid out yet so the \$3,000 was just an estimate. He noted that if the County did contract out the lawn care, then the County would have to purchase a new lawn mower because the old one is too worn out, so the County is going to likely wind up paying around that much either way. There were some Committee members that questioned why Facilities Manager Don Decker was mowing the lawn and spending time fixing the mower if that was not part of his contract, but also saying that he should continue to do the mowing and weed whacking rather than contracting those services out. There was some debate on whether the time estimate for mowing both the Courthouse and Public Safety Building facilities took as much time as Maine Real Estate Management had stated at the prior budget meeting. Administrator Hart stated that Mr. Decker was doing the extra work, including shoveling and snow-blowing, because he cares about the Courthouse and cares about the employees and their safety. He was also trying to save the County money by fixing aging equipment rather than purchasing new equipment. The County is very fortunate to have Mr. Decker on site. Commissioners agreed that the County is very happy with MREM.

Dorothy Meriwether reminded Committee members that the discussion had gotten hung up on a very small portion of the budget and needed to move on. When the comment was made that it was still taxpayer’s money, Ms. Meriwether stated again that it is not the Budget Committee’s authority to decide whether the maintenance contract is a good one or not – the Committee can only vote on a bottom line amount for the budget. Commissioner Moody said that Ms. Meriwether is right about it being up to the Commission to decide whether to have a contract for mowing or other services, but did note that the Commission has heard the Budget Committee’s concerns.

- **A vote was taken on the motion to approve a net budget of \$264,653, with 5 in favor and 4 opposed. The motion therefore carries.**

In favor: 5 (Gerald Zwick, Bill Jones, Terry Pinto, Randy Stearns and Lawrence Nash)  
 Against: 4 (Bob Duke, Shawn Levasseur, Dorothy Meriwether, and Nicholas Lapham)  
 Abstained: 0

- **Commissioner Maines motioned to approve the county administrator’s recommendation of a net budget of \$267,653. A vote was taken with all in favor.**

In favor: 2 (Roger Moody and Carol Maines)  
 Against: 0  
 Abstained: 0

### **Public Safety Building**

Several Committee members expressed the same concerns for the Public Safety Building’s building maintenance budget that they did for the Courthouse budget – that the budget was too high. Specific items mentioned again were the cost of mowing, and also the garden bed by the sign to the Public Safety Building was described as being “unnecessary”.

- **Lawrence Nash motioned to approve a net budget amount of \$72,339 (which is \$2,000 less than the Administrator’s recommended amount of \$74,339). Bill Jones seconded the motion. A vote was taken with 5 in favor and 4 opposed. The motion therefore carries.**

In favor: 5 (Bob Duke, Bill Jones, Terry Pinto, Randy Stearns and Lawrence Nash)  
 Against: 4 (Shawn Levasseur, Gerald Zwick, Dorothy Meriwether, and Nicholas Lapham)  
 Abstained: 0

- **Commissioner Maines motioned to approve a net budget amount of \$72,339 (which is \$2,000 less than the Administrator’s recommended amount of \$74,339). Commissioner Moody seconded the motion. A vote was taken with all in favor.**

In favor: 2 (Roger Moody and Carol Maines)  
 Against: 0  
 Abstained: 0

#### 4. Communications

Communications Director Linwood Lothrop was asked about the lifespan of the capital equipment. Director Lothrop explained that the equipment that is part of the radio infrastructure has about an 8 – 10 year life unless something happens to damage it in the meantime or changes to mandates render it obsolete. The software is really only good for a year because that is updated annually. The \$23,000 is just a one-time fee to get the software. The maintenance agreement pays for annual updates, which are necessary to keep things functioning smoothly.

There was a brief discussion based on questions asked by newer Budget Committee members regarding the funding formula. It was explained that the funding formula was developed in the year 2000 when the Communications Center was established. It’s based on the population and the mil rate. The chart in the budget shows a breakdown of the calls being 85% law enforcement, 10% EMS, and 5% Fire, which is still pretty accurate. It was broken down that way because there used to be separate dispatch centers, but it doesn’t really matter anymore because it’s all handled in the same dispatch center.

When asked where the Communications reserves come from, Administrator Hart explained that reserve accounts are set up by the Commission for specific purposes. The accounts are either replenished to help pay for upcoming expenses or are used up completely. To either get rid of a reserve account, set one up, or combine reserve accounts, the Commission has to vote to do so and then a letter has to be sent to the State Auditor with all of that information. Surplus is usually built up from either unexpended funds or from having taken in more revenue than expected. If it’s a titled reserve account, the funds can only be used for what it was intended for. Three departments have reserves that can only be used by that one department: the Airport, Jail, and KRCC. All three have their funds separate from the rest of the County. Unexpended funds from all the other departments go into the County’s General Fund.

- **Bob Duke motioned to approve the county administrator’s recommendation of a net budget of \$1,030,898. Bill Jones seconded the motion. A vote was taken with all in favor.**

In favor: 9 (Nicholas Lapham, Bob Duke, Shawn Levasseur, Gerald Zwick, Dorothy Meriwether, Bill Jones, Terry Pinto, Randy Stearns and Lawrence Nash)  
 Against: 0  
 Abstained: 0

- **Commissioner Maines motioned to approve the county administrator’s recommendation of a net budget of \$1,030,898. Commissioner Moody seconded the motion. A vote was taken with all in favor.**

In favor: 2 (Roger Moody and Carol Maines)  
 Against: 0  
 Abstained: 0

#### 5. Airport

Commissioner Maines asked about landing fees at the airport. Manager Northgraves explained that he has to be fair to all those using the airport so since he is not able to charge landing fees to those landing at the airport at night, he can’t charge anyone coming to the airport during the day either. The airport can only charge overnight parking fees for the aircraft. There are a couple of devices that could get the information on the planes when they come in at night so the County could charge landing fees but it is so expensive that it’s only worth it for larger airports.

- **Bill Jones motioned to approve the county administrator’s recommendation of a net budget of \$105,564. Terry Pinto seconded the motion. A vote was taken with 7 in favor and 2 opposed. The motion therefore carries.**

In favor: 7 (Nicholas Lapham, Gerald Zwick, Dorothy Meriwether, Bill Jones, Terry Pinto, Randy Stearns and Lawrence Nash)  
Against: 2 (Bob Duke and Shawn Levasseur)  
Abstained: 0

- **Commissioner Maines motioned to approve the county administrator’s recommendation of a net budget of \$105,564. Commissioner Moody seconded the motion. A vote was taken with all in favor.**

In favor: 2 (Roger Moody and Carol Maines)  
Against: 0  
Abstained: 0

**6. Probate**

- **Bob Duke motioned to approve the county administrator’s recommendation of a net budget of \$131,879. Randy Stearns seconded the motion. A vote was taken with all in favor.**

In favor: 9 (Nicholas Lapham, Bob Duke, Shawn Levasseur, Gerald Zwick, Dorothy Meriwether, Bill Jones, Terry Pinto, Randy Stearns and Lawrence Nash)  
Against: 0  
Abstained: 0

- **Commissioner Maines motioned to approve the county administrator’s recommendation of a net budget of \$131,879. Commissioner Moody seconded the motion. A vote was taken with all in favor.**

In favor: 2 (Roger Moody and Carol Maines)  
Against: 0  
Abstained: 0

**7. Registry of Deeds**

- **Randy Stearns motioned to approve the county administrator’s recommendation of a net budget of (\$181,900). Lawrence Nash seconded the motion. A vote was taken with all in favor.**

In favor: 9 (Nicholas Lapham, Bob Duke, Shawn Levasseur, Gerald Zwick, Dorothy Meriwether, Bill Jones, Terry Pinto, Randy Stearns and Lawrence Nash)  
Against: 0  
Abstained: 0

- **Commissioner Maines motioned to approve the county administrator’s recommendation of a net budget of (\$181,900). Commissioner Moody seconded the motion. A vote was taken with all in favor.**

In favor: 2 (Roger Moody and Carol Maines)  
Against: 0  
Abstained: 0

**8. District Attorney**

DA Rushlau was asked how much of the \$9,600 in the Computer Supplies line was a one-time expense for the Justice Web. He explained that the one-time cost is \$8,000, but may end up being \$7,000.

- **Randy Stearns motioned to approve the county administrator’s recommendation of a net budget of \$436,932. Gerry Zwick seconded the motion. A vote was taken with all in favor.**

In favor: 9 (Nicholas Lapham, Bob Duke, Shawn Levasseur, Gerald Zwick, Dorothy Meriwether, Bill Jones, Terry Pinto, Randy Stearns and Lawrence Nash)

Against: 0

Abstained: 0

- **Commissioner Maines motioned to approve the county administrator’s recommendation of a net budget of \$436,932. Commissioner Moody seconded the motion. A vote was taken with all in favor.**

In favor: 2 (Roger Moody and Carol Maines)

Against: 0

Abstained: 0

**9. Emergency Management Agency**

- **Randy Stearns motioned to approve the county administrator’s recommendation of a net budget of \$75,062. Bob Duke seconded the motion. A vote was taken with all in favor.**

In favor: 9 (Nicholas Lapham, Bob Duke, Shawn Levasseur, Gerald Zwick, Dorothy Meriwether, Bill Jones, Terry Pinto, Randy Stearns and Lawrence Nash)

Against: 0

Abstained: 0

- **Commissioner Maines motioned to approve the county administrator’s recommendation of a net budget of \$75,062. Commissioner Moody seconded the motion. A vote was taken with all in favor.**

In favor: 2 (Roger Moody and Carol Maines)

Against: 0

Abstained: 0

**10. Finance**

- **Bob Duke motioned to approve the county administrator’s recommendation of a net budget of \$258,486. Gerry Zwick seconded the motion. A vote was taken with all in favor.**

In favor: 9 (Nicholas Lapham, Bob Duke, Shawn Levasseur, Gerald Zwick, Dorothy Meriwether, Bill Jones, Terry Pinto, Randy Stearns and Lawrence Nash)

Against: 0

Abstained: 0

- **Commissioner Maines motioned to approve the county administrator’s recommendation of a net budget of \$258,486. Commissioner Moody seconded the motion. A vote was taken with all in favor.**

In favor: 2 (Roger Moody and Carol Maines)

Against: 0

Abstained: 0

**11. Mid-Coast Regional Planning Commission (MCRPC)**

- **Randy Stearns motioned to approve Mid-Coast Regional Planning Commission’s budget request of \$2,500. Lawrence Nash seconded the motion. A vote was taken with all in favor.**

In favor: 9 (Nicholas Lapham, Bob Duke, Shawn Levasseur, Gerald Zwick, Dorothy Meriwether, Bill Jones, Terry Pinto, Randy Stearns and Lawrence Nash)

Against: 0

Abstained: 0

- **Commissioner Maines motioned to approve Mid-Coast Regional Planning Commission's budget request of \$2,500. Commissioner Moody seconded the motion. A vote was taken with all in favor.**

In favor: 2 (Roger Moody and Carol Maines)

Against: 0

Abstained: 0

## 12. Knox-Lincoln Counties Extension Service

- **Randy Stearns motioned to approve Knox-Lincoln County Extension Services' budget request of \$57,042. Lawrence Nash seconded the motion. A vote was taken with all in favor.**

In favor: 9 (Nicholas Lapham, Bob Duke, Shawn Levasseur, Gerald Zwick, Dorothy Meriwether, Bill Jones, Terry Pinto, Randy Stearns and Lawrence Nash)

Against: 0

Abstained: 0

- **Commissioner Maines motioned to approve Knox-Lincoln County Extension Services' budget request of \$57,042. Commissioner Moody seconded the motion. A vote was taken with all in favor.**

In favor: 2 (Roger Moody and Carol Maines)

Against: 0

Abstained: 0

## 13. Knox-Lincoln Soil & Water Conservation District

- **Randy Stearns motioned to approve the Commission's recommendation of \$26,673. Lawrence Nash seconded the motion. A vote was taken with 8 in favor and 1 opposed.**

In favor: 8 (Nicholas Lapham, Bob Duke, Shawn Levasseur, Gerald Zwick, Dorothy Meriwether, Terry Pinto, Randy Stearns and Lawrence Nash)

Against: 1 (Bill Jones)

Abstained: 0

- **Commissioner Maines motioned to approve \$26,673 for the Knox-Lincoln Soil & Water District in the 2016 budget. Commissioner Moody seconded the motion. A vote was taken with all in favor.**

In favor: 2 (Roger Moody and Carol Maines)

Against: 0

Abstained: 0

## 14. Midcoast Economic Development District (MCEDD)

- **Randy Stearns motioned to approve \$0.00 in funding for the Midcoast Economic Development District in the 2016 budget. Bill Jones seconded the motion. A vote was taken with 5 in favor and 4 opposed.**

In favor: 5 (Nicholas Lapham, Dorothy Meriwether, Bill Jones, Randy Stearns and Lawrence Nash)

Against: 4 (Bob Duke, Shawn Levasseur, Gerald Zwick and Terry Pinto)

Abstained: 0

- **Commissioner Maines motioned to approve the Midcoast Economic Development District’s full budget request in the amount of \$21,459. Commissioner Moody seconded the motion. A vote was taken with all in favor.**

In favor: 2 (Roger Moody and Carol Maines)  
Against: 0  
Abstained: 0

**15. Administration & IT**

The budget is up over last week because the increases in the commissioners pay was put in.

- **Bob Duke motioned to approve the Administrator’s budget recommendation of \$480,247. Randy Stearns seconded the motion. A vote was taken with all in favor.**

In favor: 9 (Nicholas Lapham, Bob Duke, Shawn Levasseur, Gerald Zwick, Dorothy Meriwether, Bill Jones, Terry Pinto, Randy Stearns and Lawrence Nash)  
Against: 0  
Abstained: 0

- **Commissioner Maines motioned to approve the Administrator’s budget recommendation of \$480,247. Commissioner Moody seconded the motion. A vote was taken with all in favor.**

In favor: 2 (Roger Moody and Carol Maines)  
Against: 0  
Abstained: 0

**16. Debt Service**

- **Bill Jones motioned to approve the Administrator’s budget recommendation of \$220,132. Randy Stearns seconded the motion. A vote was taken with all in favor.**

In favor: 9 (Nicholas Lapham, Bob Duke, Shawn Levasseur, Gerald Zwick, Dorothy Meriwether, Bill Jones, Terry Pinto, Randy Stearns and Lawrence Nash)  
Against: 0  
Abstained: 0

- **Commissioner Maines motioned to approve the Administrator’s budget recommendation of \$220,132. Commissioner Moody seconded the motion. A vote was taken with all in favor.**

In favor: 2 (Roger Moody and Carol Maines)  
Against: 0  
Abstained: 0

**17. Insurance**

- **Randy Stearns motioned to approve the Administrator’s budget recommendation of \$95,000. Lawrence Nash seconded the motion. A vote was taken with all in favor.**

In favor: 9 (Nicholas Lapham, Bob Duke, Shawn Levasseur, Gerald Zwick, Dorothy Meriwether, Bill Jones, Terry Pinto, Randy Stearns and Lawrence Nash)  
Against: 0  
Abstained: 0

- **Commissioner Maines motioned to approve the Administrator’s budget recommendation of \$95,000. Commissioner Moody seconded the motion. A vote was taken with all in favor.**

In favor: 2 (Roger Moody and Carol Maines)  
Against: 0  
Abstained: 0

**OTHER**

The Public Hearing on the budget is scheduled for Thursday, December 17<sup>th</sup> at 6:00 p.m. in the Commission Hearing room.

**V. Adjourn**

- A motion was made by Randy Stearns to adjourn. The motion was seconded by Bill Jones. A vote was taken with all in favor.
- A motion was made by Commissioner Carol Maines to adjourn. The motion was seconded by Commissioner Roger Moody. A vote was taken with all in favor.

The meeting adjourned at 7:21 p.m.

Respectfully submitted,

Candice S. Richards  
Administrative Assistant

**The Knox County Commission approved these minutes at their Regular meeting on December 8, 2015. The Knox County Budget Committee approved the minutes at the joint budget meeting on December 17, 2015.**