

Knox County Commission

Courthouse – 62 Union Street – Rockland, Maine 04841

Carol L. Maines – Commissioner District #1

Richard L. Parent, Jr. – Commissioner District #2

Roger A. Moody – Commissioner District #3

Regular Meeting – Agenda

Tuesday – December 10, 2013 – 2:00 p.m.

- I. **2:00 Meeting Called To Order**
- II. **2:01 Public Comment** - Public Comment during other portions of the meeting will only be granted by permission of the chair.
- III. **2:15 Consent Items**
 1. Approve Consent Items as Presented:
 - i. Agenda - Non Agenda Items Only Permitted if Emergency in Nature.
 - ii. Minutes of Regular Commission Meeting of November 12, 2013.
 - iii. Minutes of Special Commission Meeting of November 18, 2013.
 - iv. Monthly Written Departmental Reports.
 - v. Reserve Withdrawals.
 - vi. Budget Line Transfers.
- IV. **2:20 Action Items**
 1. Act to Approve the Job Description for Civil Process Deputy - Part-time.
 2. Act to Approve the 2014 Knox County Personnel Policy Handbook.
 3. Act to Approve the Position Classification Committee Guidelines.
 4. Act to Close the Knox County Administrative Offices at Noon on Tuesday, December 24, 2013.
 5. Act to Authorize the Chair to Sign and Execute a Concessionaire's Agreement with Steve Carroll to Provide Food Service in the Terminal.
 6. Act to Authorize a Request for Qualifications (RFQ) be Advertised and the APAC Review/Recommend an Engineering Firm to Represent the Airport for the Next 5 Years (2014 – 2019).
- V. **3:00 Other Business**
- VI. **Adjourn**