

# KNOX COUNTY COMMISSION

**Regular Meeting**

**Tuesday – December 13, 2011 – 2:00 p.m.**

The regular monthly meeting of the Knox County Commission was held on Tuesday, December 13, 2011, at 2:00 p.m., at the county courthouse, 62 Union Street, Rockland, Maine.

Commission members present were: Carol L. Maines, Commissioner District #1, Richard L. Parent, Jr., Commissioner District #2, and Roger A. Moody, Commissioner District #3.

County staff present included: County Administrator Andrew Hart, Administrative Assistant Candice Richards, Finance Director Kathy Robinson, EMA Director Ray Sisk, Sheriff Donna Dennison, Chief Deputy Tim Carroll, Patrol Administrator Kirk Guerrette, Detective Supervisor Reggie Walker, Register of Probate Elaine Hallett, Deputy Register of Probate Julie Allen, Prosecutorial Assistant Shane Riley, DA Secretary/Systems Administrator Kelly Leland, DA Victim/Witness Advocate Stephanie Laite, and Probate Judge Carol Emery (arrived at 2:16 p.m.)

## **Regular Meeting – Agenda Tuesday – December 13, 2011 – 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 8, 2011.
    - iii. Minutes of Special Commission Meeting of November 14, 2011.
    - iv. Monthly Written Departmental Reports.
    - v. Reserve Withdrawals.
    - vi. Budget Line Transfers.
- IV. 2:20 Action Items**
  - 1. Act on Approval of Transfer of Forfeited Assets of One M1 U.S. Carbine 30 Cal. Firearm Serial #1559392, One New England Fire Arms 410 Pardner Model Serial #NP 296705, and One SPECO Made 12 Gauge Shotgun Model 451 Serial #205466 in the *State of Maine v. Robert Stevens*.
  - 2. Act on Job Evaluation Salary Administration Policy.
  - 3. Act on Change to Grandfathered Employee Health Benefits.
  - 4. Approve Revised Transport Officer Job Description for the Jail.
  - 5. Act on Approval of Knox County Order Resolution Approving Moors & Cabot, Inc. as Financial Advisor and Approving and Establishing Other Certain Details of the Knox County Bonds for the 301 Park Street Property.
  - 6. Act on Legal Opinion of Budget Committee's Authority on Knox County Budget Review.
  - 7. Act on Reimbursement to the Town of Warren for Programming Costs.
  - 8. Act on Date and Time to Visit Waldo County Sheriff's Office and EMA Facility.
  - 9. Act to Approve the Maine County Directors Council Mutual Aid Agreement.
- V. 3:00 Discussion Items**
  - 1. Discuss EMA Resource Prioritization.
  - 2. Update on 301 Park Street Status.
- VI. 3:20 Other Business**
- VII. Adjourn**

### **I. Meeting Called to Order**

Commission Chair Roger Moody called the regular meeting of the Knox County Commission to order at 2:00 p.m.

### **II. Public Comment**

Commissioner Roger Moody asked for public comment. There was none.

### **III. 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 8, 2011.
  - iii. Minutes of Special Commission Meeting of November 14, 2011.
  - iv. Monthly Written Departmental Reports.
  - v. Reserve Withdrawals.
  - vi. Budget Line Transfers

- A motion was made by Commissioner Richard Parent to approve the consent items as presented. The motion was seconded by Commissioner Carol Maines. A vote was taken with all in favor.

Reserve Withdrawals:

Building	200008-12655	\$346.50
Energy Efficiency Conservation Block Grant	300008-10046	\$13,200.00
Legal Expense	200008-12650	\$4,846.84
Resignation Benefits	200008-12670	\$1,164.00
Sheriff's Vehicles	200008-12770	\$3,180.00
	Total	\$22,737.34

2011 Budget Line Transfers:

FROM:

TO:

**AIRPORT**

Maintenance	416003-53612	\$250	Overtime	416003-53800	\$1,958
Part Time	416003-53615	\$3,550	Electricity	416004-54555	\$7,000
Health Insurance	416003-53910	\$2,000	Maintenance Supplies	416005-55325	\$350
Workers Compensation	416003-53920	\$2,000			
Heating Fuel	416005-55205	\$1,158			
Cleaning Supplies	416005-55315	\$350			

**BUILDING MAINTENANCE**

Unemployment	006003-53930	\$4,064	Water	006004-54565	\$336
			Elevator Repairs	006004-54605	\$426
			Heating Repairs	006004-54610	\$2,604
			Rubbish Removal	006004-54620	\$698

**COMMUNICATIONS**

Training	518004-54545	\$1,023	Other, Tolls	518004-54120	\$15
			Electricity	518004-54555	\$594
			Public Education	518005-55366	\$49
			Pagers	518004-54320	\$365

**DEEDS**

Meals	009004-54110	\$50	Postage	009004-54520	\$175
Lodging	009004-54115	\$125			

**DISTRICT ATTORNEY**

Drug Analysis	003004-54025	\$385	Training & Seminars	003004-54545	\$385
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**FINANCE**

Lodging	005004-54115	\$150		005004-54120	\$35
Postage	005004-54520	\$35		005004-54515	\$35
Training & Seminars	005004-54545	\$509		005005-55385	\$624

**PROBATE**

Lodging	010014-54115	\$288	Mileage	010014-54105	\$23
			Training & Seminars	010014-54545	\$265

**SHERIFF**

Patrol Deputies	011003-53316	\$15,000	Unemployment	011003-53930	\$200
Stipends	011003-53860	\$400	Printing	011004-54525	\$294
Workers Compensation	011003-53920	\$2,402	Gas	011004-54650	\$15,128
Copier Supplies	011005-55345	\$170	Office Supplies	011005-55335	\$670
Computer Supplies	011005-55385	\$500	Uniforms	011005-55405	\$1,760
			Vehicles	011007-57346	\$420

**Total: \$34,409**

**Total: \$34,409**

**IV. Action Items**

1. Act on Approval of the Transfer of Forfeited Assets of One M1 U.S. Carbine 30 Cal. Firearm Serial #1559392, One New England Fire Arms 410 Pardner Model Serial #NP 296705, and One SPECO Made 12 Gauge Shotgun Model 451 Serial #205466 in the State of Maine v. Robert Stevens.

- A motion was made by Commissioner Carol Maines to approve transfer of the forfeited assets of One M1 U.S. Carbine 30 Cal. Firearm Serial #1559392, One New England Fire

Arms 410 Pardner Model Serial #NP 296705, and One SPECO Made 12 Gauge Shotgun Model 451 Serial #205466 in the *State of Maine v. Robert Stevens*. The motion was seconded by Commissioner Richard Parent. A vote was taken with all in favor.

2. Act on Job Evaluation Salary Administration Policy.

This document was originally approved by the Commission at their regular meeting held on October 11, 2011. The major change in this document is a revision of the section on the Increase at Time of Promotion (on the last two pages of the document). By making this change, employees will remain on a step instead of ending up somewhere between steps. The new pay grade structure was also revised to explain what was approved by the Commission and Budget Committee effective January 1, 2012. Administrator Hart reviewed some examples with the Commission of how it might work with various positions getting promotions. The commissioners found it a little confusing and felt they needed to see more examples to better understand how it would work with moving employees on the steps when they have a promotion. Commissioner Maines expressed some concern that the written policy had all references to percentages removed. Administrator Hart explained that there is a 2% increase between each steps, so it's not that someone will be told they're getting a 4% increase if they go up two steps, but that's essentially what happens.

Commissioner Maines felt that employees might think that if they're getting a promotion that the County will look at their past relevant work experience again. Administrator Hart responded that that's something that gets looked at when the employee is first hired; it's what helped put the employee on the step they are already on. Past work experience is not looked at again when an employee is promoted. Commissioner Moody asked Administrator Hart to check with the HR consultant for clarification.

Administrator Hart stated that he needed the policy approved today because he's meeting with the two different unions this week and the promotions piece of the policy is holding up finishing the Compensation Study in reviewing wages with the unions.

Commissioner Parent commented that if an employee didn't have the past experience required for the job, then they wouldn't be interviewed for the job and therefore never reach a stage where they would be promoted. Commissioner Maines commented that sometimes a job ad will specify a requirement is education or equivalent experience.

Commissioner Moody stated that the Commission could update the policy as needed but if it were left un-adopted at this point it would hold up other processes. Administrator Hart said that when he talked to the Patrol union, the Fraternal Order of Police, they agreed with the process in theory but asked for examples of how salaries would change when there's a promotion. That is why the charts were added to the policy.

- A motion was made by Commissioner Richard Parent to approve the Job Evaluation Salary Administration Policy as presented with a change made to page 4, under 1. Salary Range Adjustments, changing "Salary Ranges will" to "Salary Ranges may", and acknowledging that there may be future changes as more research is done. The motion was seconded by Commissioner Carol Maines. A vote was taken with all in favor.

3. Act on Change to Grandfathered Employee Health Benefits.

This subject has been brought up several times over the last few months. It was first discussed at the September 13<sup>th</sup> regular Commission Mtg. At that time, the Commission voted to leave the benefits as they are until the Commission revisits the issue at a later date. It was then briefly discussed at the October 20<sup>th</sup> Joint Budget Review of the Commission and Budget Committee. It was again brought up at the November 10<sup>th</sup> Joint Budget Review of the Commission and the Budget Committee. This is listed as an action item but Administrator Hart recommended that the Commission not take action on it today because of union negotiations. He suggested that the Commission just discuss it and take action at a later date. The County currently has 26 employees grandfathered with 100% dependent coverage. The other employees taking the insurance have 100% single coverage and pay 25% of any coverage above that.

Commissioner Maines commented that the Commission should give employees at least a year's notice before grandfathering is ended. Commissioner Parent asked how much it costs the County to provide the grandfathered coverage. Administrator Hart responded that it was about \$47,000.

It was commented that this issue may be brought up during union negotiations. About half of the 26 grandfathered employees are union employees. The budget committee had been very interested in getting rid of grandfathered benefits and the issue was brought up several times during the budget process. Commissioner Maines commented that she was still suggesting January 1, 2013 as a possible end date for grandfathering.

Commissioner Parent said that he was bothered by the fact that those least affected by the pay increases (meaning they didn't get an increase or received a very small one) will also be the employees most affected by getting rid of grandfathered benefits. Commissioner Maines commented that those receiving increases are getting them because it brings them to the pay that they should have already been making but haven't been.

DA Prosecutorial Assistant Shane Riley said that the Commission had asked for feedback from the union employees but not from the non-union employees. He thought that all employees would like to be heard. It's easy to pick out one benefit and show the public we're saving \$47,000, but you have to look at all of the benefits to decide whether it's really worth making any changes. The County may offer short-term disability, but it's employee driven – the County may offer it but the employees pay for all of it.

The commissioners did not object to hearing from non-union employees but it was unclear what process might be used for that. Union employees have a definite process for discussing and getting comments out but the other employees don't.

Stephanie Laite stated that she is thankful that she has a job and that she still enjoys it very much, but after attending recent meetings she felt like the longtime employees are sort of being punished by having their salaries being frozen. Some of the pay increases that employees received in the past were given because the employee had worked hard. Now those employees are being told that they're making too much. She said that she is not getting a cost of living increase and now benefits are getting cut. It makes employees wonder why they've stayed here so long. The County should be happy to have employees who stay for so long. Commissioner Maines commented that there is a provision for giving bonuses/stipends to those already at the top if they are doing a good job. She suggested that it would be interesting to see what it would cost to give all employees 100% dependent coverage for the purpose of comparison. The Commission wanted to treat all the employees the same and that would be the other end of the spectrum for doing so.

Administrator Hart said that he would set up a meeting for the non-union employees to be able to meet and be heard but that it would probably have to wait until the new year. Mr. Riley said that would be good because it gives some time to inform all the employees.

Deputy Register of Probate Julie Allen commented that she fell in the middle of the salary ranges of employees. She said that if the Commission took away her grandfathered benefits, she would lose money even with what little increase she did get for 2012. She suggested that perhaps the courthouse employees needed their own union so they could negotiate and be heard.

Finance Director Kathy Robinson commented that when the Administrator and Commission meets with the employees it would make sense to re-review the benefits package. It had been reviewed before, but not all the employees were there to hear it. She added that she also did not think that grandfathered benefits were factored into the benefits piece of the compensation study because it was a small fraction of the employees. It might be good to revisit that so people can ask questions.

No vote was taken.

4. Approve Revised Transport Officer Job Description for the Jail.

Administrator Hart explained that Jail Administrator John Hinkley has requested that the job description for the Transport Officer, which was approved by the Commission on September 13<sup>th</sup>, be revised and approved by the Commission once again. The job description approved in September closely mirrored that of the Transport Supervisor and provided some responsibilities that would be done by an Assistant Transport Supervisor. However, there isn't a position for this and so this job description needs to fit more closely to that of an actual Transport Officer. This position is not an assistant position and is not of a supervisory nature.

- A motion was made by Commissioner Carol Maines to approve the revised transport officer job description for the Jail as presented. The motion was seconded by Commissioner Richard Parent. A vote was taken with all in favor.

5. Act on Approval of Knox County Order Resolution Approving Moors & Cabot, Inc. as Financial Advisor and Approving and Establishing Other Certain Details of the Knox County Bonds for the 301 Park Street Property.

Administrator Hart explained that he had been contacted by two Financial Advisors, Joseph Cuetera of Moors and Cabot, Inc. and Richard Ranaghan of Gorham Savings Bank-Public Finance, about assisting Knox County in obtaining financing for the bond for 301 Park Street. He had also been contacted by many local banks and had spoken to the Maine Municipal Bond Bank back in July. He confirmed with the Bond Bank that the debt service estimates that they provided in July are still reasonable estimates. On Monday, December 5<sup>th</sup>, Administrator Hart, Commissioner Moody, and Bond Counsel James Saffian interviewed both Joseph and Richard. The Commission had been

provided with a memo from James Saffian that discusses the financing schedule and recommendations surrounding the financial advisor. Richard Anderson has agreed to a week's extension to get this accomplished. If the Commission approves going with Moors & Cabot, they would handle distributing the request for bids and would provide the data on interest rates to the County. Sometime in October the County would do the final financing and then pay off the bond anticipation note with that.

Commissioner Parent asked if borrowing the money up front makes us more eligible for applying for grants. Administrator Hart replied that the County needed at least \$500,000 up front for the property but banks won't even bother giving a rate or bid on such a small amount. Borrowing \$1.5 million will more than cover what we need. EMA Director Ray Sisk said that the County is asking for a \$150,000 EMPG grant for construction and renovation of EOC center. If there are costs that go above the grant amount the County can ask for reimbursement from EMPG afterwards.

Commissioner Parent asked if any of the KRCC's needs are grant-eligible. Director Sisk said that one of the grants applied for through Homeland Security Grants is, but that the grant has yet to be approved. It would fund one of the two new dispatch stations in the communications center. When asked if the Sheriff's office was applying for any grants to replace existing equipment, Chief Deputy Tim Carroll said no.

- A motion was made by Commissioner Richard Parent to approve the 15-year (16) Knox County Order Resolution approving Moors & Cabot, Inc. as financial advisor for the 301 Park Street property. The motion was seconded by Commissioner Carol Maines. A vote was taken with all in favor.
- A motion was made by Commissioner Richard Parent to approve and establish other certain details of the Knox County bonds for the 301 Park Street property. The motion was seconded by Commissioner Carol Maines. A vote was taken with all in favor.

6. Act on Legal Opinion of Budget Committee's Authority on Knox County Budget Review.

During the Joint Budget Review with the Commission and Budget Committee, there were several discussions about the Budget Committee's authority, per the Knox County Charter, as far as reviewing and voting on the budget lines versus just the bottom line. Commissioner Moody had asked Administrator Hart to check with County Attorney Peter Marchesi for a legal opinion on the Budget's Committee authority for budget line-item reductions. Mr. Marchesi indicated that it would cost between \$1,500 and \$2,000 to research this and write a legal opinion. Administrator Hart said that he was looking for the Commission to discuss this and vote on what action they wanted him to take on this.

The Commission wanted to know the answer but didn't want to spend the money to find out right now. Commissioner Moody suggested asking the Budget Committee about how they felt about it. He also offered to spend some time with Administrative Assistant Candice Richards to look through documentation from when the charter commission met and wrote the charter to see if there might be an answer to this question. That would eliminate the need for a legal opinion.

- A motion was made by Commissioner Richard Parent to table the issue indefinitely. The motion was seconded by Commissioner Carol Maines. A vote was taken with all in favor.

7. Act on Reimbursement to the Town of Warren for Programming Costs.

Administrator Hart explained that he had received a call from Leanne Robicheau, Town Clerk for the Town of Warren, on November 21<sup>st</sup> to inquire about Knox County reimbursing the Town of Warren for the cost of programming the County ballot question for the electronic voting machine packs. The cost is \$146.50. He said that he checked with the Bureau of Elections and they are not responsible for paying for coding the packs for the State Referendum questions and they don't reimburse the municipalities with electronic voting machines. He stated that he e-mailed Leanne and Grant Watmough, Town Manager, and told them that he had reviewed State Statutes and the Knox County Charter and it doesn't state that counties are required or responsible to pay for the programming costs for the electronic voting machine packs. He told them that he wasn't authorized to approve this payment for reimbursement and would take it before the Commission at their next regular meeting in December. If the Commission votes to do this it would probably come out of the 301 park street building reserve since that's what it was associated with.

Commissioner Maines suggested not paying it because the County is not required to. Commissioner Parent said he would refrain from voicing an opinion since he lives in Warren. Commissioner Moody said that he did not mind paying it since it's not that much money but he was not comfortable with paying just the Town of Warren simply because they are the only town to ask. He said that he would prefer to ask the other towns if they needed reimbursement too. Administrator Hart stated that he did not believe it was the County's responsibility to go to the towns and ask them to ask the County for reimbursement.

- A motion was made by Commissioner Carol Maines to deny the request of the Town of Warren to refund the costs of programming the pack for \$146.50. The motion was seconded by Commissioner Roger Moody.

Commissioner Moody asked Administrator Hart to explain in his response to the Town of Warren that the reason for the denial is due to the fact that there is no statute requiring the County to refund the Town for those expenses and because the Commission did not want to treat towns differently when some towns have electronic ballots while others do not.

- A vote was taken with two in favor (Commissioners Maines and Moody) and one abstention (Commissioner Parent).

#### 8. Act on Date and Time to Visit Waldo County Sheriff's Office and EMA Facility.

At the last Regular Commission meeting in November, the Commission briefly discussed the possibility of visiting the Waldo County emergency services facility. Chair Moody had spoken with Waldo County Commissioner Bill Shorey who suggested that the visit be held right before Christmas or between Christmas and New Years. Administrator Hart checked with the Sheriff, CD Carroll, KRCC Director Lothrop, and EMA Director Sisk, to come up with some possible dates. The commissioners were all available on the 22<sup>nd</sup> of December and will meet at the courthouse at 8:00 a.m. to carpool with the Sheriff and EMA Director. This will be a special Commission meeting.

- A motion was made by Commissioner Richard Parent to hold a special Commission meeting on December 22 at 8:00 a.m. The motion was seconded by Commissioner Carol Maines. A vote was taken with all in favor.

#### 9. Act to Approve the Maine County Directors Council Mutual Aid Agreement.

EMA Director Ray Sisk explained that this was an update of the existing state-wide agreement. This document supersedes its predecessor which was adopted locally in September of 2006 and expires at the end of this month. The new agreement will remain in force through 31 December, 2016. Having the agreement in place gives Knox the mechanism to seek reimbursement if we use our resources to assist agencies in other counties.

- A motion was made by Commissioner Carol Maines to approve the Maine County Directors Council Mutual Aid Agreement as presented and extend it to the effective date of December 31, 2016. The motion was seconded by Commissioner Richard Parent. A vote was taken with all in favor.

### V. Discussion Items

#### 1. Discuss EMA Resource Prioritization.

EMA Director Ray Sisk explained that this is a piece of an ongoing project for a complete revision of the Knox County Emergency Operations Plan. He wanted to have the resource allocation priority discussion with the commissioners and gain their consensus as it drives much of what is contained in the new plan. The basis for this discussion considers that all needed resources may not be readily available to meet every need during a high impact incident or disaster that affects Knox County as a whole. The priorities, listed below, with some expansion of the Critical Infrastructure/Key Resources sections, intuitively follow universally accepted incident management priorities:

- Priority One:** Life Safety – Efforts to prevent or reduce immediate threat of injury and death.  
**Priority Two:** Incident Stabilization– Actions to prevent an incident from deteriorating further.  
**Priority Three:** Critical Infrastructure – Activities which are undertaken to preserve and protect identified Critical Infrastructure and Key Resources (CI/KR) which support Priorities one and two.  
**Priority Four:** Other Critical Infrastructure and the Environment– Activities undertaken to preserve and protect other identified CI/KR and the Environment.  
**Priority Five:** Non-CIKR Public and Private property  
**Priority Six:** Other response/recovery efforts or operations

Commissioner Parent asked who sets the priorities. Director Sisk replied that the EOC staff does that, in particular the resources manager, but also the Commission would help with that and support those in the field operating under guidelines and normal protocols.

#### 2. Update on 301 Park Street Status.

Administrator Hart explained that the County is using Ed Collins as the closing attorney for the January 13<sup>th</sup> closing. He said that he had spoken with Martin Cates earlier in the day to get an answer about extending the closing a week. Mr. Cates had indicated that Richard Anderson wants to know if the County would be willing to let them stay in the facility possibly up until the end of May 2012. They would assume all costs, snow removal, garbage, electrical, etc. The County would be

responsible for insuring the building. Having someone in the facility instead of it being vacant can be a good thing. The County would have the ability to go into the building at any time with notification. The next steps for the project include getting the financing lined up, and then the County will need to get an RFP out to hire an architect. The County will then need to figure out with that architect how the property will be laid out. RFP's for the construction phase and the addition phase of the KRCC center would then be sent out. All of this is going to take some time to do.

Commissioner Maines asked why it wouldn't cost anything to insure the building when there are still people using it. Administrator Hart responded that the premiums are based on what you have at the time and the County has already submitted its renewal for the year so the premium will not change until the County renews again.

The commissioners seemed perplexed about whether or not Richard Anderson intended to pay any sort of rent for continuing to occupy the building once the County owns it. Administrator Hart said that Mr. Anderson had not offered so far to pay any rent and added that he would check with Mr. Cates about that. He said that the County would not be trying to make money off this and having people in the building and taking care of it means the County isn't spending money to upkeep the building while it's vacant.

There was a discussion as to whether or not it made sense to have whoever ends up being the architect also be the overseer of the project. Administrator Hart felt it was a good idea because he did not have either the expertise or the time to do that himself. Commissioner Parent felt that the County needed someone other than the architect to have oversight of the project because there needed to be someone having oversight over the architect as well as the rest of the project. Commissioner Moody suggested putting out an RFQ or RFP for construction management services. He added that the County may be criticized for not charging rent but that he personally did not have a problem with not charging rent. He added that he did think the County needed to make sure, however, that there's an agreement in place so that construction of the roadway between 301 and 327 Park Street and the addition to the back of 301 can be started. Commissioner Maines commented that the Commission should charge rent but also recognize that the County is receiving a benefit by having Richard Anderson's employees stay in the building for a while. She suggested that Administrator Hart ask Mr. Cates to find out what a fair rent would be and then charge Mr. Anderson half that. Commissioners Moody and Parent indicated agreement.

## **VI. Other Business**

### Communications Fees for the Town of Warren

Commissioner Parent commented that the issue was just something to think about. He said that communications fees are based on population and the budget. Right now in the Town of Warren the population of the prison is included in the town's total population number. Administrator Hart commented that he had talked to Town Manager Grant Watmough who is going to the legislature to try to get that changed. He said that he did not disagree with the argument that prison population should not increase the town's population, but that it was beyond the County's authority to be able to do anything about it.

### Elected Officials and the Compensation Study

Commissioner Moody expressed some concern that there was unfinished business with elected officials and the issue of increasing pay in the future. He said that he was open to ideas for adjustments or processes to see what can be done in the future. He was not sure that the three other officials (Judge of Probate, Register of Probate, and the Sheriff) were even of like-mind with each other on the issue. Commissioner Parent commented that he felt that it was too bad that they didn't participate in the wage study. Commissioner Moody asked the sheriff for her opinion.

Sheriff Donna Dennison said she and the other two elected officials were all overwhelmed by the whole study. She said that she has a lot of responsibility and that what she and her staff do at the Sheriff's Department is where the County's biggest liability lies. She said that it's almost like the Commission was saying that they don't appreciate what she does.

Commissioner Maines commented that she agreed with Commissioner Moody in that she thought the Sheriff and the other two officials didn't want the Commission to include them in the study. The Sheriff responded that the three officials were against having a job description assigned to them because the legislature has already wrote their job descriptions; it is set by statute. Commissioner Maines said that the problem was that some elected officials in the same position in another county might not be doing the same duties or have the same level of responsibility and/or number of hours that they work.

Sheriff Dennison said that the process was very insulting. When asked by Commissioner Maines what the Commission could we have done differently, Sheriff Dennison replied that the Commission should treat everyone the same. Commissioner Moody responded that that's what the Commission tried to do but the three elected officials said they didn't want to be a part of the study. He added that the door is open for suggestions for what the Commission should do now but it has to be logical.

Commissioner Moody suggested that Laurie Bouchard could help Administrator Hart send a memo to the three elected officials to ask for their ideas of what process they would recommend, endorse, or suggest to find an appropriate future level of compensation for each of them. He also suggested that each of the three elected officials could send the Commission a response voicing their thoughts and ideas.

Airport Public Advisory Committee

Commissioner Maines commented that the APAC had met the previous night and made some more changes to the APAC Charter and By-laws. Administrator Hart said that the previous revisions had already been sent for legal review so he would have to see if the attorney had received the most recent changes. It would come back to the Commission at a later date for approval. The changes make the process for appointing people to the APAC seats a lot more clear. Commissioner Maines said that a lot of the issues raised by Ken Wexler at a previous Commission meeting were being raised and dealt with at the recent APAC meetings. She also noted that Mr. Wexler has not attended any of the meetings.

**VII. Adjourn**

- A motion was made by Commissioner Carol Maines to adjourn the meeting. The motion was seconded by Commissioner Richard Parent. A vote was taken with all in favor.

The meeting adjourned at 4:54 p.m.

Respectfully submitted,

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Candice Richards  
Administrative Assistant

**The Knox County Commission approved these minutes at their regular meeting  
held on January 10, 2012.**