

KNOX COUNTY BUDGET COMMITTEE

Quarterly Budget Meeting – Quarter 2

Thursday – July 26, 2012 – 5:00 p.m.

A Quarterly Budget Meeting of the Budget Committee was held on Thursday, July 26, 2012, 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.

County staff present included: Commission Chair Roger Moody (*arrived at 5:28 p.m.*), County Administrator Andrew Hart, and Administrative Assistant Candice Richards.

Budget Committee members present were: Committee Chair Bob Duke, Bill Jones, Lawrence Nash, Dorothy Meriwether, Randy Stearns, and Tina Plummer (*arrived at 5:23 p.m.*). (*Budget Committee members not present: Ann Matlack, Mason Johnson, and Lizzie Dickerson.*)

Quarterly Meeting – Agenda Thursday, July 26, 2012 – 5:00 p.m. Jury Assembly Room

- I. 5:00 Meeting Called To Order** (Chair Bob Duke)
- II. 5:01 Approve Minutes**
 - 1. Quarterly Budget Meeting of May 3, 2012.
- III. 5:05 Discussion Items**
 - 1. Review of 2nd Quarter of 2012
 - 2. Review of Current Projects Affecting the Budget
 - a. Building Projects - Courthouse
 - b. 301 Park Street
 - Public Safety Building Project
 - Communications
 - c. Airport
 - 3. Updated Information for the Budget Committee
 - a. 2013 Jail Budget
 - b. Program Grants
 - 4. Review Budget Calendar for 2013 Budget Process
 - 5. Other Business
- IV. Adjourn**

I. Meeting Called to Order

Budget Committee Chair Bob Duke called the July 26, 2012 Quarterly Budget Committee meeting to order at 5:00 p.m.

II. Approve Minutes

- 1. Quarterly Budget Meeting of May 3, 2012.

- Lawrence Nash motioned to approve the minutes as presented. Randy Stearns seconded. A vote was taken with 5-0 in favor (Duke, Jones, Meriwether, Nash, and Stearns). The motion therefore passed.

III. Discussion Items

- 1. Review of 2nd Quarter of 2012

EXPENDITURES301 Park Street

There were some electricity and heating fuel usage in January but not a lot. The heat was then turned off because of the mild winter. Weatherization was put around the doors, and there were some minor repairs that needed to be done before doing the renovation project. Water/sewer is not being used right now and there is very minimal electricity usage.

Building Maintenance

Less than 50% even though the County is past the ½ year mark.

Communications

Less than 50% even though the County is past the ½ year mark.

Other departments

All other departments are either pretty close or under 50%.

County Insurance

This looks high because the County pays a higher percentage earlier in the year just because that's the way it's billed.

REVENUESAirport

Revenues are up because of the Aviary Café doing well and because of the increased Cape Air passenger numbers. The revenues should end up above budget for the year.

County Taxes and Dispatch fees

Taxes and Dispatch fees don't come in from the towns until later in the year so that's why the revenues show as negatives.

EMA

Still waiting for reimbursements on grants from the State.

JAIL BUDGET

The Wage Plan hasn't been implemented for union jail and dispatch employees yet because the union blocked it and there is no signed contract yet. Once the contract is signed, the BOC will need to fund the wage adjustments.

2. Review of Current Projects Affecting the Budget**a. Building Projects – Courthouse**

Energy Efficiency grants are all done and closed out. We will see some savings but will probably see it better in the next year when we have more numbers to look at.

The fire escape is getting fixed up and repainted this weekend. It has to be kept where it is because the third floor is occupied. It will cost around \$4,000 to \$4,500 to fix it, but it would have cost around \$40,000 to replace it.

There will be some chimney repair done this summer but the RFP has not been sent out for that project yet.

Window repairs in Probate offices will also be done soon. The windows in the Probate Courtroom were done already and it has made a big difference. The RFP for that will be sent out soon.

b. 301 Park Street

- Public Safety Building Project

The County has already bid out for the construction and the addition. It hasn't been awarded yet, but the apparent low bidder was Ganneston Construction with a base bid amount of \$1,257,144.

- Communications

This has not been bid out yet. The bid for this will be awarded at the same time as the other bid. The County was able to get a grant to pay for the majority of the cost for the generator.

c. Airport

The County is getting less financial help from the Feds but we're getting more than we thought we were going to end up with. Electricity, building overrun and overtime costs are high this year. The Airport Manager is going to ask for his administrative assistant's hours to increase from 28 to 34 next year because there are a lot more people going through the terminal than when terminal was the little trailer.

3. Updated Information for the Budget Committee

a. 2013 Jail Budget

Discussed earlier in the meeting.

b. Program Grants

The County doesn't know if MCEA is even functioning, let alone ask for funding in 2013. Commissioner Moody said that he didn't know what MCEDD will be asking for funding because they're working on their whole funding formula now that they cover more counties than before.

4. Review Budget Calendar for 2013 Budget Process

Administrator Hart briefly reviewed the schedule. Bob Duke asked Administrator Hart to send the budget to the Committee electronically before the first budget meeting when the budget is presented. Administrative Assistant Richards reminded the Committee members that they need to come retrieve their budget binders once they are ready – that is when the Committee receive their materials that they need to review prior to the first meeting in October.

Lawrence Nash asked about having a public hearing at the start of the process like he had requested last year even though no one from the public came to it. Administrator Hart said that leaving the public hearing at the start of the process off the calendar was an oversight.

The County will do a lot more this year to get information out to the public about the meetings. Randy Stearns asked if the information could be posted on the public access TV channels. Bob Duke asked all Budget Committee members to do as much as possible in their districts to let the public know the schedule and to invite the public to the budget meetings. He suggested that they introduce themselves to the selectmen for the towns they represent and ask the selectmen to express their concerns and attend the meetings. He also suggested that Committee members attend select board meetings periodically and answer questions.

5. Other Business
There was none.

IV. Adjourn

- Randy Stearns motioned to adjourn the meeting. Bill Jones seconded. A vote was taken with all in favor.

The meeting adjourned at 6:54 p.m.

Respectfully submitted,

Candice Richards
Administrative Assistant