

KNOX COUNTY COMMISSION

Regular Meeting

Wednesday – February 9, 2011 – 2:00 p.m.

The regular monthly meeting of the Knox County Commission was held on Wednesday, February 9, 2011, at 2:00 p.m., at the county courthouse, 62 Union Street, Rockland, Maine. Administrative Assistant Candice Richards was present to record the minutes of the meeting.

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, Airport Manager Jeff Northgraves, EMA Director Ray Sisk, Finance Director Kathy Robinson, Communications Director Linwood Lothrop, Jail Administrator John Hinkley, Sheriff Donna Dennison, and Chief Deputy Tim Carroll.

Regular Meeting – Agenda Wednesday – February 9, 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 Public Hearing – Budget – of December 16, 2010.
 - iii. Minutes of Special Commission Meeting of December 28, 2010.
 - iv. Minutes of Regular Commission Meeting of January 11, 2011.
 - v. Monthly Written Departmental Reports.
 - vi. Reserve Withdrawals.
 - vii. 2010 Budget Line Transfers.
- IV. 2:18 Action Items**
 1. Act to Award EMA Bid for Radios/Pagers/Batteries.
 2. Act to Authorize a Press Release Calling for Nominees to Fill Three Seats on the Airport Public Advisory Committee (APAC).
 3. Act to Set a Date for Meeting with Municipalities to Discuss the Structure of the Mid-Coast Economic Development District (MCEDD).
 4. Act on Appointment to the Knox County Budget Committee - District #4.
- V. 2:30 Other Business**
- VI. 2:31 Executive Session**
 1. Convene in Executive Session to discuss Acquisition of Real Property pursuant to 1 M.R.S.A. §405(6)(C).
- VII. Adjourn**

I. Meeting Called to Order

Commission Chair Roger Moody called the February 9, 2011 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 Public Hearing – Budget – of December 16, 2010.
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 - vi. Reserve Withdrawals.
 - vii. 2010 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.

The commissioners had a few questions for Finance Director Kathy Robinson to better understand her financial reports and what the figures represent.

- A vote was taken with all in favor.

Reserve Withdrawals:

Airport Terminal Building	461608-14660	\$2,395.34
Airport Computer	461608-14600	\$72.44
	Total	\$2,467.78

Airport Projects	461608-14640	\$31,460.32
Airport Terminal Building	461608-14660	\$79,743.91
Airport Equipment	461608-14610	\$14,950.90
	Total	\$125,885.13

2010 Budget Line Transfers:

**FROM:
AIRPORT**

TO:

Security Coordinator	416003-53710	\$40	Administrative Assistant	416003-53613	\$357
Workers Compensation	416003-53920	\$4,681	Overtime	416003-53800	\$2,469
Flexible Benefits	416003-53950	\$200	FICA	416003-53900	\$727
Consultant	416004-54052	\$550	Health Insurance	416003-53910	\$4,541
Meals	416004-54110	\$200	ICMA	416003-53960	\$383
Other, Tolls	416004-54120	\$28	Telephone	416004-54315	\$66
Pagers	416004-54320	\$39	Electricity	416004-54555	\$1,500
Runway Maintenance	416004-54354	\$43	Hangar Owners Electric	416004-54750	\$491
Advertizing	416004-54510	\$265			
Dues & Registration	416004-54515	\$36			
Postage & Shipping	416004-54520	\$113			
Medical Exams	416004-54550	\$15			
Water	416004-54565	\$55			
Equipment Rental	416004-54570	\$178			
Equipment Repairs	416004-54575	\$74			
Radio Repairs	416004-54580	\$25			
Computer Repairs	416004-54585	\$174			
Ground Maintenance	416004-54590	\$319			
Building Repair	416004-54595	\$631			
Plumbing Repairs	416004-54615	\$47			
Gas, Oil, Grease	416004-54650	\$1,073			
Auto Repair	416004-54655	\$361			
TSA Trailer	416004-54755	\$128			
Food	416005-55104	\$9			
Heating Fuel	416005-55205	\$542			
Uniforms	416005-55405	\$577			
Vegetation Management	416005-55306	\$50			
Office Supplies	416005-55335	\$31			
Books, Subscriptions	416005-55505	\$50			

BUILDING MAINTENANCE

Heating Fuel	006005-55205	\$4,617	Building Maintenance	006004-54595	\$4,501
			Rubbish Removal	006004-54620	\$116

COMMUNICATIONS

Electricity	518004-54555	\$110	Other, Tools	518004-54120	\$14
			Copy Machine	518004-54572	\$76
			Office Supplies	518005-55335	\$20

DEEDS

Workers Comp	009003-53920	\$7	Flexible Benefits	009003-53950	\$7
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DISTRICT ATTORNEY

Auto Mileage	003004-54105	\$766	Flexible Benefits	003003-53950	\$6
			Computer Consultant	003004-54051	\$760

EXECUTIVE

Meals	004004-54110	\$69	Telephone	004004-54315	\$69
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FINANCE

Copy Machine	005005-55345	\$108	Flexible Benefits	005003-53950	\$25
			Telephone	005004-54315	\$83

PROBATE

Office Equipment	010005-55335	\$451	Fingerprinting	010004-54785	\$49
Lodging	010014-54115	\$440	Statutes	010005-55510	\$402
			Attorneys-Appr.	010004-54680	\$440

SHERIFF

Patrol Supervisor	011003-53313	\$5,569	Detectives	011003-53319	\$1,400
Patrol Deputies	011003-53316	\$12,625	Holiday Overtime	011003-53805	\$3,807
Part-Time	011003-53820	\$1,884	Hourly Differential	011003-53850	\$346
			ICMA	011003-53960	\$4,700
			North Haven	011003-53318	\$1,500
			Overtime	011003-53800	\$6,500
			Safety Supplies	011005-55305	\$20
			Training & Seminars	011004-54545	\$200
			Unemployment	011003-53930	\$1,252
			Uniforms	011005-55405	\$353

Total:	\$37,180
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JAIL

Corrections Supervisor	818003-3122	\$30,688	Asst. Jail Administrator	818003-3103	\$3,397
Transportation Officer	818003-3125	\$11,481	Administrative Assistant	818003-3105	\$533
Holiday Overtime	818003-3603	\$519	Corrections Officers	818003-3110	\$72,760
Overtime	818003-3606	\$5,491	Food Services	818003-3112	\$8,398
Stipend	818003-3609	\$2,306	Jail Administrator	818003-3116	\$3,014
Medical	818003-3902	\$12,221	Program Staff	818003-3120	\$7,380
Flex Benefits	818003-3905	\$1,200	Records	818003-3121	\$3,187
Unemployment	818003-3910	\$2,996	Transportation Sergeant	818003-3126	\$3,940
Inmate Expense	818004-4016	\$5,764	Assistant Corrections Sup.	818003-3127	\$4,757
Inmate Medical SVC	818004-4017	\$7,783	Hourly Differential	818003-3607	\$91
Inmate Programs	818004-4019	\$35,151	FICA	818003-3904	\$8,493
Gas, Oil, Grease	818004-4206	\$3,388	Resignation	818003-3909	\$4,347
Electricity	818004-4302	\$3,077	Audit	818004-4001	\$1,375
Fuel	818004-4303	\$60,631	Inmate Medical	818004-4018	\$46,896
Electrical	818004-4605	\$3,992	Auto Mileage	818004-4102	\$18
Equipment/Furnishing	818004-4607	\$9,315	Meals	818004-4106	\$133
Plumbing	818004-4619	\$2,390	Vehicle Repairs	818004-4209	\$1,242
Printing	818004-4816	\$500	Underground Tank	818004-4304	\$202
TAN interest	818004-4817	\$6,178	Sewage	818004-4308	\$1,237
Training & Education	818004-4909	\$2,251	Telephone	818004-4310	\$637
Auto	818005-5202	\$138	Water	818004-4312	\$9,967
Books	818005-5203	\$841	Equipment Rental	818004-4403	\$106
Cleaning Supplies	818005-5214	\$747	Building Structure	818004-4602	\$911
Maintenance	818005-5227	\$9,494	Heating	818004-4610	\$19,453
Misc. Minor Equipment	818005-5228	\$750	Mobile Radio Repairs	818004-4614	\$123
Printing	818005-5233	\$1,000	Parking Lots, Grounds	818004-4617	\$2,783
Uniforms	818005-5302	\$1,599	Rubbish Removal	818004-4621	\$1,318
			Computer Supplies	818005-5215	\$587
			Institutional Supplies	818005-5225	\$9,657
			Statutes	818005-5239	\$1,168
			Training	818005-5243	\$308
			Uniforms	818005-5303	\$3,473

Total:	\$221,891
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IV. Action Items

1. Act to Award EMA Bid for Radios/Pagers/Batteries.

EMA Director Ray Sisk explained that early in 2010, the County EMA sponsored a pool radio bid for Fire/EMS public safety radio people. From that, the County leveraged about \$35,000 in federal money. The process was done again for this winter and it was made available to other counties and agencies. Doing a large-scale pool saves agencies 56% discount over retail and the County will get more federal money. *(The chart below shows only the winning bids.)*

	7160	2312	(MinV) 7239	(optional) Voice	(TK272) Battery	Program	5703 Charger	Vehicle Charger
Yankee CT	\$298.68		\$347.68	\$33.68	\$29.50		\$28.88	
RCM		\$174.17				\$64.58		\$44.33

The only County budget funds involved in the purchasing was the Sheriff’s Department buying 18 portable radios which they needed anyway, plus some equipment was for the EMA office. The counties that participated with Knox County were Kennebec, Sagadahoc, Lincoln, and Waldo

Counties. The pooled bid came out with better results than the State bid. We are mandated to replace narrow-banded equipment by the end of 2012 per FCC regulations.

- A motion was made by Commissioner Richard Parent to approve as recommended by the EMA Director. The motion was seconded by Commissioner Carol Maines. A vote was taken with all in favor.
2. Act to Authorize a Press Release Calling for Nominees to Fill Three Seats on the Airport Public Advisory Committee.
Airport Manager Jeff Northgraves explained the physical make up of the committee. The Commission needs to fill three seats each year because they are on rotation.
- A motion was made by Commissioner Richard Parent to authorize the airport manager to issue a press release calling for nominees to fill three seats in the airport public advisory committee. The motion was seconded by Commissioner Carol Maines. A vote was taken with all in favor.
3. Act to Set a Date for Meeting with Municipalities to Discuss the Structure of the Mid-Coast Economic Development District (MCEDD).
Commissioner Roger Moody explained that he is on the merger committee. They have been working on their by-laws. The new structure is very different than what had previously existed. Each town in any of the three counties, Lincoln, Knox, Sagadahoc, and five towns from Waldo, would appoint representatives to the board to have direct input and participation. He stated that he believed it was a better model because it ensures everyone has proportionate voting and participation. The general assembly meets once or twice a year. The board would be made up of about 150 people. Applicable legal statutes for regional planning are located in Title 31A. As it will involve big changes and Knox County towns are new to MCEDD, it would be good to have a presentation to the towns and give the towns a chance to ask questions. The MCEDD board has asked the Commission to schedule a public meeting to do that. MCEDD people would come to make a presentation. The County will invite all towns in Knox County as well as the Waldo County commissioners and the five participating Waldo County towns. April 15th is the first general assembly. Possible dates for having a MCEDD presentation as suggested by the MCEDD board, are: March 3rd, 9th or 10th starting at 5:00 p.m. Commissioner Moody stated that he would check with the MCEDD folks to see what works for them.
- A motion was made by Commissioner Richard Parent to have Commissioner Roger Moody suggest March 3rd, 9th, or 10th as possible dates for holding a public meeting. Once a date is selected by MCEDD, an invitation will be sent to all towns in Knox County and to the Waldo County Commission, as well as the five municipalities in Waldo County, to attend said public meeting, in or order to see a presentation by MCEDD and ask questions as representatives of those towns. The motion was seconded by Commissioner Carol Maines. A vote was taken with all in favor.
4. Act on Appointment to the Knox County Budget Committee – District #4.
County Administrator Andrew Hart explained that Sid Lindsley had been the Budget Committee representative serving for District #4 (Camden) but he did not take out papers and was therefore not on the ballot in the November 2010 election. Camden Selectmen met and recommended Randy Stearns to fill the seat. If Mr. Stearns is approved by the Commission, it will then go to the Budget Committee for their approval at their next quarterly meeting.
- A motion was made by Commissioner Carol Maines to appoint Randy Stearns to the Knox County Budget Committee. The motion was seconded by Commissioner Richard Parent. A vote was taken with all in favor.

V. Other Business

There was no other business.

VI. Executive Session

1. Convene in Executive Session to Discuss Acquisition of Real Property pursuant to 1 M.R.S.A. §405(6)(C).
- A motion was made by Commissioner Richard Parent go into executive session pursuant to 1 M.R.S.A. §405(6)(E) for consultation with legal counsel. The motion was seconded by Commissioner Carol Maines. A vote was taken with all in favor.

The executive session convened at 2:42 p.m.
The executive session concluded at 4:10 p.m.

VII. Adjourn

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

The meeting adjourned at 4:11 p.m.

Respectfully submitted,

Candice Richards
Administrative Assistant

The Knox County Commission approved these minutes at their regular meeting held on March 8, 2011.