

KNOX COUNTY COMMISSION

Regular Meeting

Tuesday – March 8, 2011 – 2:00 p.m.

The regular monthly meeting of the Knox County Commission was held on Tuesday, March 8, 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, Airport Manager Jeff Northgraves, Finance Director Kathy Robinson, Communications Director Linwood Lothrop, Registrar of Deeds Lisa Simmons, Jail Administrator John Hinkley, Sheriff Donna Dennison, Patrol Administrator Kirk Guerrette and Chief Deputy Tim Carroll.

Others present: Dave Glidden, owner of Hi-Tech; Heather Steeves, reporter for the *Bangor Daily News*; Steve Betts, reporter for the *Herald Gazette* (left just after meeting started); County Attorney Peter Marchesi; Martin Cates, of Jaret & Cohn Real Estate; Jeff Kobrock, Temporary Executive Director of MCEDD; Greg Zinser, President of MCEDD; and Justin Holmes, the new Executive Director of KWRED.

Regular Meeting – Agenda **Tuesday – March 8, 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 February 9, 2011.
 - iii. Minutes of Special Commission Meeting of February 17, 2011.
 - iv. Minutes of Special Commission Meeting of February 25, 2011.
 - v. Monthly Written Departmental Reports.
 - vi. Reserve Withdrawals.
- IV. 2:18 Action Items**
 1. Act to Award Phone System Bid for Knox County Jail and Knox County Regional Airport.
 2. Act to Approve and Authorize the Chair to Sign a Letter to the FAA Surrendering the County's Part 139 Certification for the Knox County Regional Airport.
 3. Act on Approval of Rate Changes and Amendments to the Vehicle and Aircraft Parking Programs.
 4. Act on Approval of Community Development Block Grant Contract and KWRED Work Plan.
 5. Act to Set Mil Rate for 2011.
 6. Act to Appoint Commissioner Representative to Management Team for Union Negotiations.
- V. 2:25 Discussion Items**
 1. Update on the Knox-Waldo Regional Economic District (KWRED) - (Justin Holmes).
- VI. 2:35 Other Business**
- VII. 2:40 Executive Session**
 1. Convene in Executive Session to discuss Acquisition of Real Property pursuant to 1 M.R.S.A. §405(6)(C).
 2. Convene in Executive Session for Consultations with Legal Counsel pursuant to 1 M.R.S.A. §405(6)(E)
- VIII. Adjourn**

I. Meeting Called to Order

Commission Chair Roger Moody called the March 8, 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 Regular Commission Meeting of February 9, 2011.
 - iii. Minutes of Special Commission Meeting of February 17, 2011.

- iv. Minutes of Special Commission Meeting of February 25, 2011.
- v. Monthly Written Departmental Reports.
- vi. Reserve Withdrawals.

- 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:

Airport Terminal Building	461608-14660	\$6,002.02
Airport Equipment	461608-14600	\$64.79
Forfeiture Money – Federal	200008-12860	\$1,224.81
Sheriff Vehicles	200008-12770	\$28,612.55
Sheriff Computer	200008-12760	\$2,279.92
	Total	\$38,184.09

IV. Action Items

1. Act to Award Phone System Bid for Knox County Jail and Knox County Regional Airport.
 County Administrator Andrew Hart explained all three bidding companies are Panasonic vendors. The Jail was in need of replacing its current phone system because it was expected to fail in the near future. The Airport needed a new system now that the new terminal building is finished and the staff is all moved in. Hi-Tech Communications had the lowest bid and was supported by the county administrator, communications director, and airport manager. It was mentioned that eventually the county administrator wanted to also upgrade the courthouse system to match and incorporate all three phone systems to work together in the 2012 budget. The current phone system in the courthouse has reached the limits of its capacity.

	Hi-Tech Communications	Sierra Communications	Burgess Computers
Location of Company	Thomaston, ME	Bangor, ME	Bath, ME
Knox County Jail	\$11,005.70	\$11,788.00	\$12,643.15
Knox County Airport	\$ 3,328.90	\$ 4,520.00	\$4,674.41
BID TOTAL:	\$14,334.60	\$16,308.00	\$17,317.56

- A motion was made by Commissioner Carol Maines to award the phone system bid to Hi-Tech Communications for \$14,334.60. The motion was seconded by Commissioner Richard Parent. A vote was taken with all in favor.
2. Act to Approve and Authorize Chair to Sign a Letter to the FAA Surrendering the County’s Part 139 Certification for the Knox County Regional Airport.
 Airport Manager Jeff Northgraves explained that since the County acquired Part 139 Certification in 2005, the FAA has made rule changes. The County is not required to have the certification because Cape Air is only using aircraft with a limit of 9 passengers. To keep the certification, the County would have to make a lot of expensive changes/upgrades to the airport, including having a fire truck, fire house building, firemen on site whenever planes are landing or taking off, etc. He stated that he recommended that the County surrender its certification. He added that he would continue to submit changes in the County’s airport certification manual to the FAA so that if the County ever decides to upgrade the airport’s status later on, it will not be as complicated a process as it was back in 2005. The additional costs of having a fire truck etc. would drain the airport’s budget for the year and prevent the County from getting other projects done.
- A motion was made by Commissioner Richard Parent to approve and authorize the Chair to sign a letter to the FAA surrendering the County’s Part 139 Certification. The motion was seconded by Commissioner Carol Maines. A vote was taken with all in favor.

3. Act on Approval of Rate Changes and Amendments to the Vehicle and Aircraft Parking Programs.
 Airport Manager Jeff Northgraves explained that these programs were last updated in 2008. The changes are not just fees but there have also been changes made to the set of rules that authorizes the County to tow vehicles if need be. Updates are usually done just when there’s a need to. Some of the aircraft parking fees went down to try to encourage different types of aircraft to start coming to the airport. The County is trying to encourage jets to come to the airport and to keep their aircraft here. Most of the fees listed in the program are for aircraft that are not based here and are just transient. The fees did not change much for those who park at the airport long-term because they are based here.

- A motion was made by Commissioner Richard Parent to approve the rate changes and amendments to the vehicle and aircraft parking programs. The motion was seconded by Commissioner Carol Maines. A vote was taken with all in favor.
4. Act on Approval of Community Development Block Grant Contract and KWRED Work Plan.
 Commissioner Roger Moody introduced Jeff Kobrock, who is the temporary executive director of MCEDD until they find a permanent replacement, Gregg Zinser, President of MCEDD, and John Shaddock from MCEDD. It was explained that MCEDD would schedule a meeting to do a presentation for the towns in Knox County. The MCEDD board will show a timeline of how it's expected to all happen. The County Commission needed to designate which agency executes that service and is the recipient of the money. Commissioner Moody stated that he would like the Commission to vote to give the funds to KWRED so that KWRED could just contract with MCEDD directly. The MCEDD Board also felt this was the best way to go. MCEDD would prefer to contract directly with KWRED. If MCEDD contracted with the County, then the County would still be contracting with KWRED, which just creates an additional layer.
- A motion was made by Commissioner Richard Parent to approve the KWRED Work Plan and to approve Community Development Block Grant Contract funds going directly to KWRED and allow MCEDD to contract directly with KWRED through June 31, 2011 until the new state funding becomes allocated in July when the Commission would revisit this. The motion was seconded by Commissioner Carol Maines. A vote was taken with all in favor.
5. Act to Set Mil Rate for 2011.
- A motion was made by Commissioner Richard Parent to set the Mil Rate for 2011 at 0.0008733921 based on the 2011 budget passed in December 2010. The motion was seconded by Commissioner Carol Maines. A vote was taken with all in favor.
6. Act to Appoint A Commissioner Representative to Management Team for Union Negotiations.
- A motion was made by Commissioner Carol Maines to appoint Commissioner Richard Parent to serve as the Commission representative on the Management Team for Union Negotiations. The motion was seconded by Commissioner Roger Moody. A vote was taken with all in favor.

V. Discussion Items

1. Update on the Knox-Waldo Regional Economic District (KWRED).
 Commissioner Roger Moody stated that he just wanted to give the other two commissioners an opportunity to meet Justin Holmes, who is the new Executive Director for KWRED. He suggested that the Commission could ask Mr. Holmes questions if they wished, but none of the commissioners had any questions.

VI. Other Business

April Regular Commission Meeting

The regular Commission meeting for April (which would normally be Tuesday, April 12th) was changed to Monday, April 11th at 2 p.m. to work around a scheduling conflict.

Human Resources/Personnel Policy

County Administrator Andrew Hart informed the Commission that Laurie Bouchard, an HR consultant, is going to attend the regular Commission meeting in April to discuss personnel policy handbook and how the County wants to coordinate hiring an HR person. Department heads have been emailed a large draft of the handbook to look over before it is sent to legal counsel for review.

VII. 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 Carol Maines go into executive session pursuant to 1 M.R.S.A. §405(6)(C) to discuss acquisition of real property, and 1 M.R.S.A. §405(6)(E) for consultation with legal counsel. The motion was seconded by Commissioner Richard Parent. A vote was taken with all in favor.

The executive session convened at 3:45 p.m.

2. Convene in Executive Session for Consultations with Legal Counsel pursuant to 1 M.R.S.A. §405(6)(E).

- A motion was made by Commissioner Carol Maines go come out of the executive session. The motion was seconded by Commissioner Richard Parent. A vote was taken with all in favor.

The executive session concluded at 5:25 p.m.

VIII. 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 5:26 p.m.

Respectfully submitted,

Candice Richards
Administrative Assistant

The Knox County Commission approved these minutes at their regular meeting held on April 11, 2011.