

KNOX COUNTY COMMISSION

Special Joint Meeting

Thursday – November 17, 2016 – 5:00 p.m.

Knox County Commission and Budget Committee

A special joint meeting of the Knox County Commission and the Knox County Budget Committee was held on Thursday, November 17, 2016, 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.

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, Communications Director Linwood Lothrop, Airport Manager Jeff Northgraves, EMA Director Ray Sisk, Register of Deeds Lisa Simmons (*left at 5:38 p.m.*), Register of Probate Elaine Hallett (*left at 5:38 p.m.*), DA Geoffrey Rushlau (*arrived at 5:24 p.m., left at 6:47 p.m.*), Sheriff Donna Dennison, Chief Deputy Tim Carroll, Systems Administrator Mike Dean, Building Maintenance Supervisor Don Decker, and Finance Director Kathy Robinson (*arrived at 6:24 p.m.*).

Budget Committee members present were: Nicholas Lapham, Bob Duke, Lawrence Nash, Dorothy Meriwether, Shawn Levasseur (*arrived at 5:03 p.m.*), Bill Jones, Gerald Zwick, Randy Stearns and Terry Pinto.

Others present: Commissioner Elect – District 3, Sharyn Pohlman; Camden Fire Chief and Chair of the KRCC Executive Board, Chris Farley (*left at 6:54 p.m.*); and Jesse Thompson, member of the KRCC Executive Board (*left at 6:54 p.m.*).

Knox County Commission and Budget Committee

Joint Meeting Agenda

Commission Hearing Room

Thursday – November 17, 2016 – 5:00 p.m.

- I. 5:00 Meeting Called To Order** (Chair Bob Duke for the Knox County Budget Committee, Commission Chair Roger Moody for the Knox County Commission)
- II. 5:01 Public Comment**
- III. 5:05 Approve Minutes**
 - 1. Minutes of the Joint Budget Meeting of November 10, 2016
- IV. 5:08 Budget Review**
 - 1. Communications (Pgs 33 - 34)
 - 2. Airport (Pgs 30 - 32)
 - 3. Any Further Review of Knox County Departmental Budgets
- V. Final Vote on all Department Budgets** (*in preparation for Public Hearing*)
- VI. Adjourn**

I. Meeting Called to Order

The November 17, 2016 joint meeting of the Knox County Budget Committee and the Knox County Commission was called to order by Budget Committee Chair Bob Duke and Commission Chair Roger Moody at 5:00 p.m.

II. Public Comment

Chair Bob Duke asked if there was any public comment.

Budget Committee member Nick Lapham said that he wanted to ask a question on behalf of South Thomaston resident Sonja Sleeper, since she was unable to attend the meeting. The question was whether there has ever been consideration of having employees make some contribution towards their health plans. Administrator Hart explained that when the County did its Compensation Study in 2010, the County's wages and benefits were compared against other counties. At the time, all employees received single coverage at 100%, and paid 25% of dependent coverage, except for a few long term employees that were

grandfathered at having dependent coverage covered at 100%. At that time, the Commission decided to have the grandfathered employees start paying a portion of their dependent coverage, which would increase incrementally each year. All employees now pay 25% of dependent coverage, with the County paying 75%. The possibility of changing the percentages was discussed, but no decision was ever made to change that formula. The health insurance plan has actually been changed several times, which benefited the County and requires employees to spend more on their end.

Commissioner Moody commented that the County also has collective bargaining units that have multi-year contracts and the Administration has to bargain with the unions on wages and benefits. When asked what percentage of County employees are covered by those agreements, the estimates given were 90% of patrol, 80% of communications, and 75 percent of jail employees 75%. It's well over half of all County employees that are covered by a union contract.

III. Approve Minutes

1. Budget Meeting of November 10, 2016.

- Bill Jones motioned to table approving the minutes. Randy Stearns seconded the motion. A vote was taken with all in favor.
- Commissioner Carol Maines motioned to table approving the minutes. Commissioner Richard Parent seconded the motion. A vote was taken with all in favor.

IV. Budget Review

Changes to the Budget Draft

Administrator Hart went over the list of changes he had made to the draft emailed out on 11/16, and then some more this morning (*taken verbatim from emails sent to the Commission and Budget Committee*):

November 16 Changes

1. Page 4 Taxes and Fees – Updated to include the most current budget numbers for county tax and dispatch fees.
2. Page 6 2016 Tax Cap Effect on 2017 – Updated to include the most recent budget numbers for the County and Jail budgets. Jail figure is at the allowed tax cap assessment.
3. Page 7 Administrator Summary – Updated with current department budget figures and shows a \$154,456 increase or 2.51 % and a \$79,951 increase or 8% in the Communications/Dispatch Assessment Fee.
4. For all departments the following were updated:
 - Health Insurance increased by 14.02% for 2017. 10% had originally been budgeted so there is an increase for all budgets for health insurance in the amount of \$48,000 approximately, which accounted for any changes during open enrollment as well. Our rate is higher due to our claims experience.
 - Worker's Compensation increased by 46% for 2017. The 2017 experience mod is 1.41 up from .95 (+46%). The 2017 experience mod is indicating in the 13-14, 14-15, 15-16 years the County experiencing more lost time losses. The good news is that Knox County received a leader credit of 5% and the MMA W/C applied another 6.5% credit for having the SHAPE award (2%) and the County's continued cooperation with injury management (4.5%). The experience mod is definitely driving the increase.
 - Open enrollment also changed retirement (ICMA and MainePers) and flexible spending as well.
5. The Revenue for Inmate Fund has been updated for the Jail, the federal forfeiture comment under Sheriff's Vehicle was changed to state forfeiture. Also changed Retirement in the Sheriff's Budget to ICMA and MainePERS retirement to clarify those items.
6. Reduced the Jail Capital Maintenance Line for the Lease/Purchase to \$142,863. It was \$175,000 and to meet the Jail Cap number it had to be reduced by \$32,173.

7. Reduced Computer Supplies & Equipment in the Sheriff's Budget by \$16,250 to \$18,750.
8. Added \$600 to pest control for the Knox County Public Safety Building (301 Park Street).
9. Added the dispatch position – budget should have reflected 10 dispatchers as it did in the 2016 budget and the original 2017 draft had only 9 dispatchers.
10. Added \$3,000 to health insurance for Finance for GASB valuation. Had thought this would be done in 2018, but is done every 3 years.

November 17 Changes

1. Page 4 Taxes and Fees – Updated to include the most current budget numbers for county tax and dispatch fees.
2. Page 6 2016 Tax Cap Effect on 2017 – Updated to include the most recent budget numbers for the County and Jail budgets. Jail figure is at the allowed tax cap assessment.
3. Page 7 Administrator Summary – Updated with current department budget figures and shows a \$ 170,771 increase or 2.39 % and a \$ 71,060 increase or 7% in the Communications/Dispatch Assessment Fee.
4. The new hire for the Sheriff's Dept. went into the Finance Office to sign up for benefits and signed up for single health vs. the family health plan, which we have to budgeted for as we have to anticipate that an employees might need the family health plan. This resulted in a savings in the Health Insurance Line.
5. I also updated the notes for Sheriff's laptops under the Computer Supplies and Equipment. The amount was changed, but not the notes.
6. The new hire for the Jail went into the Finance Office to sign up for benefits and signed up for single health vs. the family health plan, which we have to budget for as we have to anticipate that an employee might need the family health plan. This resulted in a savings in the Health Insurance Line.
7. I also increased the Capital Maintenance Line to \$151,639 and therefore gets us back to the capped allowed assessment figure. Same total budget figure and the 3% increase as allowed by the statute for the Jail.
8. The new hire for the KRCC (Communications) went into the Finance Office to sign up for benefits and signed up for single health vs. the family health plan, which we have to budgeted for as we have to anticipate that an employees might need the family health plan. This resulted in a savings in the Health Insurance Line.

There was a discussion about why workers comp rates are different for each department. There are several factors that make up the rates, including employee wages, whether or not they're law enforcement, etc. It's not related to number of incidents. When asked what the accidents were that the employees had sustained, Administrator Hart stated that legally he was not allowed to answer that question.

When Sheriff Dennison and Chief Deputy Carroll were asked if they would be able to get by with only purchasing 6 computers in 2017 instead of the 12 originally requested, Sheriff Dennison stated that the department would do the best they can with whatever budget is approved. Systems Administrator Mike Dean commented that the problem with only replacing 1/3rd instead of 2/3rds means that 1/3rd of the computers will still be over 5 years old. The department has already burned through the spares, and the ones being replaced are in such terrible shape that they are only useful for harvesting spare parts. The computer failures that are happening are because the officers are using them out in the elements, in their vehicles, are moved around a lot, etc.

When asked to re-explain about the County's fiber build-out project on Park Street, Systems Administrator Dean re-explained that County already has a contract with GWI that is in the budget. The project was competitively bid out to three local vendors: GWI, FairPoint Communications, and RedZone (wireless). The monthly fee for all three was roughly \$1000. RedZone Wireless wanted \$5,000 up front for set up costs. FairPoint wanted \$25,000 for build-out, and GWI wanted \$26,000 (but paid over 4 years rather than all up front). In the end there was only about \$250 difference between GWI and FairPoint. All the numbers

worked out to be very similar, but changing vendors can cost a lot, so even with GWI not being the lowest quote, it is the preferable choice because the County has never had a problem in 8 years of service from GWI. The cost of switching would eat up whatever savings the County got by going to a cheaper vendor, in part because everything would have to be switched, including at the four police departments that the County serves. When asked if Lincolnvilve [*Communications*] provided a quote, Systems Administrator Dean responded that until Administrator Hart got an email from the company, he had never heard of the company.

Administrator Hart explained that he had tried calling Assistant Rockland City Manager Audra Caler-Bell twice to find out what Rockland's plans are with regards to fiber build-outs, but she didn't return either of his calls. He then received an email from Alan Hinsey at Lincolnvilve Communications stating that he had met with Ms. Caler-Bell and wanted to offer the County a price, but without even knowing what the County was doing for a project. Lincolnvilve Communications wanted \$50,000 up front, which is twice what FairPoint and GWI wanted. By the time Administrator Hart had received this information, it was late enough in the process that the County had already reviewed the collected quotes, made a decision, and signed a contract. Administrator Hart said that he signed the agreement because the emergency situation with internet issues at the Public Safety Building, particularly in dispatch, has been a big problem. He noted that the Commission had seemed comfortable with his decision when he explained it to them.

EMA Director Ray Sisk was asked if he had heard anything yet about whether his department will be getting the EMPG grant funding that was intended for a department vehicle replacement. Director Sisk responded that he has not yet heard.

Chair Bob Duke asked if anyone else had any more questions for the other department managers. There were no other questions asked.

Changing the Public Hearing Date

Administrator Hart asked if the Public Hearing dates was going to be changed from December 15 to December 8. There was a brief discussion about whether that would work for everyone and the fact that if the date is not moved up a week, that means there's almost a full month between tonight's meeting and the Public Hearing. The decision was decided to go ahead and make the change.

1. Communications

Communications Director Linwood Lothrop reviewed some changes to his budget for 2017:

- The biggest change over the 2016 budget is the change of the additional dispatcher position (that was new in the 2016 budget but never filled) to being a deputy communications director. The KRCC Executive Board supports the new position because Director Lothrop cannot be in the Center all the time because legislation and new technology require him to attend a lot of meetings and trainings. The supervisors don't have the time to do some of the tasks that a deputy director might do. With so many changes on the horizon with the technology and work load required of dispatch employees, a deputy director who can be at the Center every day will be a huge help.
- Commodities – Employee Recognition is a new line in the budget. Because of being so short handed, the dispatchers and supervisors have had a lot of demands put on them so the administration is trying to do something periodically to thank the employees for their dedication and hard work. Staff have had to work a lot of extra hours because of being short staffed and they really deserve some recognition.
- The dispatcher job description was revised and re-evaluated by the County's Position Classification Committee because the job has changed so much since the last review back in 2010. Dispatchers have been changed from Grade 10 to Grade 11, which increases the amount that needs to be budgeted for wages in 2017.

The misconception that the deputy communications director position would be doing some HR functions was brought up again. Administrator Hart explained that this position would not be

duplicating the HR consultant’s services, which are currently contracted out to Laurie Bouchard. The deputy communications director would be dealing with personnel issues, dealing with grievances, assigning discipline and handling day to day operations. The person would just be covering some of the tasks that Director Lothrop does. Because a remark was made by a Budget Committee member that seemed to imply that Director Lothrop was out of the office more than he should be and that the deputy director position wouldn’t be needed if Director Lothrop was around more, Administrator Hart stated that Director Lothrop isn’t out of the Center because he wants to be – he’s doing it because he has to. He needs to be able to stay on top of the coming changes to technology and dispatching in general. Administrator Hart commented that the deputy director position isn’t an additional position in the budget, that the unfilled dispatcher position from 2016 was being converted to the deputy director position. This was done in part as a better option for the Center than asking for an additional supervisor position in 2017, which had originally been the plan. The County administration has been looking at this a long time with the KRCC Executive Board and the position has the Board’s unanimous support. Morale at the Center is low right now because of the vacancies and the staff having to work so many hours. He said that he feels that the Center needs someone that can be mid-level management to help out, especially when Director Lothrop cannot be in the office.

Director Lothrop was asked if any nearby counties have deputy directors. He responded that some of them do. He was asked to get more information on that for everyone.

Director Lothrop was asked if he had any thoughts about that the County having an HR consultant in once a week versus the HR employee that was recommended by the Organizational Study as being needed. Director Lothrop responded that he would love to see an HR person be onsite at the County more than 1 day a week because the departments need access to HR assistance. With Ms. Bouchard only being present on Mondays, it can cause scheduling issues for meetings, training, etc. when it would be useful to have her present. It also slows down the hiring process. The big issue is really the amount of time that she is available to the County.

KRCC Capital Improvement Plan:

Project Name	Project Description	2016	2017	2018	2019	2020	2021	Total
Redundancy	Spare Transmitter		\$37,315					\$37,315
IP Radio Project	Dual Mode Operation			\$1,683				\$1,683
Remote Monitors	IP RF Monitors (1)	\$5,700	\$5,161	\$5,161				\$16,022
Computers	Replace Workstations			\$8,000				\$8,000
Computers	Replace Laptops (2)	\$2,400	\$1,200					
Software	ProQA Interface	\$23,090						
Radio ID	Fleetsync ANI	\$4,200						
Red. Micro Path	Benner to Ragged		\$8,191					
Battery Backup	Replacement Ragged			\$8,539				\$8,539
Add Staff	Deputy Director		\$20,000					
Redundant Tower	Hatchet Mtn		\$115,000					\$115,000
Communications Total		\$35,390	\$186,867	\$23,383	\$0	\$0		\$245,640

The comment was made that the capital expenses barely show up in the budget. Director Lothrop explained that his 5-year plan Capital Improvement Plan, which has been provided to the Budget Committee and Commission, gives you an overview of capital expenses and spells out what those funds are used for. He noted that his budget goes through multiple levels of approval before he ever gets near spending anything. He dispelled the idea that he can spend money however he wants to, and stated that any spending request goes to the KRCC Executive Board first, then the county administrator, and then the Commission. The capital expenses are covered with the Communications Surplus rather than having them in the budget, which would increase the dispatch fees assessment to the municipalities. A few Budget Committee members seemed to find this budgeting method confusing, with one commenting that Communications Surplus should be used to lower the overall tax burden to the towns, but that is not possible because like the Airport and Jail, Communications funds

can only be used for that department. Director Lothrop is already using some of his surplus to lower his budget by having those funds pay for the Capital items.

When asked why the Communications Center needs a redundant microwave path, Director Lothrop explained that the communications system works by communicating between towers. If something happens and a microwave dish is lost, the Center loses communications between the Center and that tower. This creates a communications problem for law enforcement, fire and EMS out in the field that are trying to communicate with each other and the Center. A redundant path allows for secondary communications to keep the tower link until technicians can get the main microwave back up. The taxpayers expect the County to provide a certain level of service, which can't be done without those backups. The County still has some spotty areas that the County is working on correcting with our infrastructure. All of the capital items are coming out of surplus rather than the operating budget.

Chair of the KRCC Executive Board, Camden Fire Chief Chris Farley was asked if he had any comments. Chief Farley stated that the Executive Board supported Director Lothrop in the request for the deputy director position, and noted that this was being requested in place of the supervisor position that was originally planned to be included in the 2017 budget. The Center has been short staffed for a long time and staff are burnt out. The Executive Board took some time this summer to meet with all the dispatch staff and the supervisors to hear their concerns and discuss potential options for future staffing with them. The staff agreed that rather than having a third supervisor, it was a better idea to have a deputy director who can be there on a daily basis and deal with some of the personnel issues that can't be dealt with just one day a week when Ms. Bouchard is here.

- **Lawrence Nash motioned to approve the net budget amount of \$1,101,957. Randy Stearns seconded the motion.**

A consensus vote was taken by the Budget Committee on whether to approve the county administrator's recommendation of a net budget of \$1,101,957:

In favor:	3 (Gerry Zwick, Lawrence Nash, Randy Stearns)
Against:	6 (Bob Duke, Dorothy Meriwether, Shawn Levasseur, Terry Pinto, Bill Jones, Nick Lapham)
Abstained:	0

Administrator Hart expressed some frustration with comments implying that the communications budget was padded or that the items in the budget proposal were unnecessary. He pointed out that the communications budget is scrutinized rather heavily before it ever goes before the Budget Committee. It has already been reviewed five times. The KRCC Executive Board, which is made up of municipal representatives, is very involved in Director Lothrop's budget and they're looking out for the County. Nobody has an open checkbook to just go shopping for equipment.

Since the Budget Committee only votes on the bottom line and not individual budget lines within the budget, a few Committee members threw out some figures, mostly between \$30,000 to \$50,000, to take off the bottom line amount in order to lower the Communications budget. One suggestion was to lower the department's increase to 3% (instead of the current 7%) since that is the highest increase the Jail can have for its budget.

Commissioner Moody voiced some concern with cutting back the Communications budget. He explained that with public safety, you have to be prepared for the unknown, which requires backups and planning ahead. All public safety agencies: law enforcement, EMS, and Fire depend on that communications system. The County has to have a baseline of preparedness that then gives the County the ability to respond. The baseline is a matter of judgment, but he cautioned against cutting back funding and resources because it risks finding the County unprepared to be able to respond. The citizens expect that the County will be prepared to deliver public safety. Budget Committee Chair Bob Duke stated that the issue is not about cutting back the department, that the Budget Committee has

always supported the department, and that it was disingenuous of Commissioner Moody to imply that the Committee wasn’t supporting the department just because some Committee members believe the communications budget it too high. He said he would not support the budget as it is.

A consensus vote was taken by the Budget Committee on whether to approve a net budget of \$1,067,957 (a reduction of \$40,000):

In favor: 9 (Gerry Zwick, Lawrence Nash, Randy Stearns, Bob Duke, Dorothy Meriwether, Shawn Levasseur, Terry Pinto, Bill Jones, Nick Lapham)
Against: 0
Abstained: 0

- **Commissioner Maines motioned to approve the county administrator’s recommendation of a net budget amount of \$1,101,957. Commissioner Parent seconded the motion.**

A consensus vote was taken by the County Commission on whether to approve the county administrator’s recommendation of a net budget of \$1,101,957:

In favor: 3 (Carol Maines, Richard Parent, Roger Moody)
Against: 0
Abstained: 0

2. Airport

Airport Manager Jeff Northgraves reviewed some changes to his budget for 2017:

- Budget is down 2%
- The airport manager is no longer allowed to use his personal vehicle on the airport grounds so he needs a vehicle to use for that part of the job. Funds for a “mule” is in the capital line.
- The airport security supervisor costs are up 20% because the County’s Position Classification Committee reclassified that position. The person filling that position has made a lot of positive changes, however, and that is why the part-time budget is down, which helps offset that.
- The “less \$14,500” in the explanation for the capital line is for the equipment that the airport will be trading in when making new purchases, which helps offset the total cost spent.
- The heating/cooling environmental control system seems to finally be fixed.
- AIP stands for the FAA’s Airport Improvement Program. PFC is the Passenger Facility Charge that the County is allowed to charge each boarding passenger (an enplanement fee of \$4.50) that can only be used towards AIP eligible projects.

A consensus vote was taken by the Budget Committee on whether to approve the county administrator’s recommendation of a net budget of \$97,865:

In favor: 9 (Gerry Zwick, Lawrence Nash, Randy Stearns, Bob Duke, Dorothy Meriwether, Shawn Levasseur, Terry Pinto, Bill Jones, Nick Lapham)
Against: 0
Abstained: 0

A consensus vote was taken by the County Commission on whether to approve the county administrator’s recommendation of a net budget of \$97,865:

In favor: 3 (Carol Maines, Richard Parent, Roger Moody)
Against: 0
Abstained: 0

Other Topics Discussed

Human Resources Consultant

Sheriff Dennison was asked for her opinion about the HR consultant, Laurie Bouchard, and whether the Sheriff’s Department is happy with how things are going. Sheriff Dennison responded that Ms. Bouchard has been helpful when she has a question but that she would like to have HR help around more than one day a week

V. Final Budget Review In Preparation for Public Hearing

1. Sheriff’s Office – JAIL DIVISION

- **Randy Stearns motioned to approve the county administrator’s recommendation of a net budget of \$3,382,892. Dorothy Meriwether seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 9 (Gerry Zwick, Lawrence Nash, Randy Stearns, Bob Duke, Dorothy Meriwether, Shawn Levasseur, Terry Pinto, Bill Jones, Nick Lapham)
 Against: 0
 Abstained: 0

- **Commissioner Carol Maines motioned to approve the county administrator’s recommendation of a net budget of \$3,382,892. Commissioner Richard Parent seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 3 (Carol Maines, Richard Parent, Roger Moody)
 Against: 0
 Abstained: 0

2. Sheriff’s Office – PATROL DIVISION

A couple Budget Committee members voiced support for adding the full amount of purchasing 12 laptops (instead of just 6) back into the Patrol budget since it sounded like the computers are sorely needed. Sheriff Dennison said that they do need the laptops, but would get by on whatever amount they receive in the budget. Chief Deputy Carroll said that they could use forfeiture funds to make up the difference, but noted that those funds are getting low and the department doesn’t get as much forfeiture funds as it used to.

Commissioners Maines and Parent both felt that the department needs the computers and that the funding should be in the budget since they’ve asked for it. Commissioner Moody felt that he was comfortable only funding half since Chief Deputy Carroll had indicated that the other half could be covered with forfeiture funds.

- **Randy Stearns motioned to approve the county administrator’s recommendation of a net budget of \$1,880,590. Terry Pinto seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 9 (Gerry Zwick, Lawrence Nash, Randy Stearns, Bob Duke, Dorothy Meriwether, Shawn Levasseur, Terry Pinto, Bill Jones, Nick Lapham)
 Against: 0
 Abstained: 0

- **Commissioner Carol Maines motioned to approve the county administrator’s recommendation of a net budget of \$1,896,840. Commissioner Richard Parent seconded the motion. A vote was taken with 2 in favor and 1 opposed.**

In favor: 2 (Carol Maines and Richard Parent)
 Against: 1 (Roger Moody)
 Abstained: 0

3. Building Maintenance

Courthouse

- **Randy Stearns motioned to approve the county administrator’s recommendation of a net budget of \$220,080. Dorothy Meriwether seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 9 (Gerry Zwick, Lawrence Nash, Randy Stearns, Bob Duke, Dorothy Meriwether, Shawn Levasseur, Terry Pinto, Bill Jones, Nick Lapham)
 Against: 0
 Abstained: 0

- **Commissioner Carol Maines motioned to approve the county administrator’s recommendation of a net budget of \$220,080. Commissioner Richard Parent seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 3 (Carol Maines, Richard Parent, Roger Moody)
 Against: 0
 Abstained: 0

Public Safety Building

- **Randy Stearns motioned to approve the county administrator’s recommendation of a net budget of \$66,467. Dorothy Meriwether seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 9 (Gerry Zwick, Lawrence Nash, Randy Stearns, Bob Duke, Dorothy Meriwether, Shawn Levasseur, Terry Pinto, Bill Jones, Nick Lapham)
 Against: 0
 Abstained: 0

- **Commissioner Richard Parent motioned to approve the county administrator’s recommendation of a net budget of \$66,467. Commissioner Carol Maines seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 3 (Carol Maines, Richard Parent, Roger Moody)
 Against: 0
 Abstained: 0

4. Communications

- **Randy Stearns motioned to approve the county administrator’s recommendation of a net budget of \$1,061,957. Dorothy Meriwether seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 9 (Gerry Zwick, Lawrence Nash, Randy Stearns, Bob Duke, Dorothy Meriwether, Shawn Levasseur, Terry Pinto, Bill Jones, Nick Lapham)
 Against: 0
 Abstained: 0

- **Commissioner Carol Maines motioned to approve the county administrator’s recommendation of a net budget of \$1,101,957. Commissioner Richard Parent seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 3 (Carol Maines, Richard Parent, Roger Moody)
 Against: 0
 Abstained: 0

5. Airport

- **Randy Stearns motioned to approve the county administrator’s recommendation of a net budget of \$97,865. Dorothy Meriwether seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 9 (Gerry Zwick, Lawrence Nash, Randy Stearns, Bob Duke, Dorothy Meriwether, Shawn Levasseur, Terry Pinto, Bill Jones, Nick Lapham)
 Against: 0
 Abstained: 0

- **Commissioner Richard Parent motioned to approve the county administrator’s recommendation of a net budget of \$97,865. Commissioner Carol Maines seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 3 (Carol Maines, Richard Parent, Roger Moody)
 Against: 0
 Abstained: 0

6. Probate

- **Randy Stearns motioned to approve the county administrator’s recommendation of a net budget of \$130,049. Dorothy Meriwether seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 9 (Gerry Zwick, Lawrence Nash, Randy Stearns, Bob Duke, Dorothy Meriwether, Shawn Levasseur, Terry Pinto, Bill Jones, Nick Lapham)
 Against: 0
 Abstained: 0

- **Commissioner Carol Maines motioned to approve the county administrator’s recommendation of a net budget of \$130,049. Commissioner Richard Parent seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 3 (Carol Maines, Richard Parent, Roger Moody)
 Against: 0
 Abstained: 0

7. Registry of Deeds

- **Randy Stearns motioned to approve the county administrator’s recommendation of a net budget of (\$193,160). Dorothy Meriwether seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 9 (Gerry Zwick, Lawrence Nash, Randy Stearns, Bob Duke, Dorothy Meriwether, Shawn Levasseur, Terry Pinto, Bill Jones, Nick Lapham)
 Against: 0
 Abstained: 0

- **Commissioner Richard Parent motioned to approve the county administrator’s recommendation of a net budget of (\$193,160). Commissioner Carol Maines seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 3 (Carol Maines, Richard Parent, Roger Moody)
 Against: 0
 Abstained: 0

8. District Attorney

- **Randy Stearns motioned to approve the county administrator’s recommendation of a net budget of \$447,196. Dorothy Meriwether seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 9 (Gerry Zwick, Lawrence Nash, Randy Stearns, Bob Duke, Dorothy Meriwether, Shawn Levasseur, Terry Pinto, Bill Jones, Nick Lapham)
 Against: 0
 Abstained: 0

- **Commissioner Carol Maines motioned to approve the county administrator’s recommendation of a net budget of \$447,196. Commissioner Richard Parent seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 3 (Carol Maines, Richard Parent, Roger Moody)
 Against: 0
 Abstained: 0

9. Emergency Management Agency

- **Randy Stearns motioned to approve the county administrator’s recommendation of a net budget of \$83,183. Dorothy Meriwether seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 9 (Gerry Zwick, Lawrence Nash, Randy Stearns, Bob Duke, Dorothy Meriwether, Shawn Levasseur, Terry Pinto, Bill Jones, Nick Lapham)
 Against: 0
 Abstained: 0

- **Commissioner Richard Parent motioned to approve the county administrator’s recommendation of a net budget of \$83,183. Commissioner Carol Maines seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 3 (Carol Maines, Richard Parent, Roger Moody)
 Against: 0
 Abstained: 0

10. Finance

- **Randy Stearns motioned to approve the county administrator’s recommendation of a net budget of \$280,764. Dorothy Meriwether seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 9 (Gerry Zwick, Lawrence Nash, Randy Stearns, Bob Duke, Dorothy Meriwether, Shawn Levasseur, Terry Pinto, Bill Jones, Nick Lapham)
 Against: 0
 Abstained: 0

- **Commissioner Carol Maines motioned to approve the county administrator’s recommendation of a net budget of \$280,764. Commissioner Richard Parent seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 3 (Carol Maines, Richard Parent, Roger Moody)
 Against: 0
 Abstained: 0

11. Mid-Coast Regional Planning Commission (MCRPC)

- **Randy Stearns motioned to approve the Mid-Coast Regional Planning Commission budget request of \$2,500. Dorothy Meriwether seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 9 (Gerry Zwick, Lawrence Nash, Randy Stearns, Bob Duke, Dorothy Meriwether, Shawn Levasseur, Terry Pinto, Bill Jones, Nick Lapham)
 Against: 0
 Abstained: 0

- **Commissioner Richard Parent motioned to approve the Mid-Coast Regional Planning Commission budget request of \$2,500. Commissioner Carol Maines seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 3 (Carol Maines, Richard Parent, Roger Moody)
 Against: 0
 Abstained: 0

12. Knox-Lincoln Counties Cooperative Extension Service

- **Randy Stearns motioned to approve the Knox-Lincoln Counties Cooperative Extension Service budget request of \$57,042. Dorothy Meriwether seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 9 (Gerry Zwick, Lawrence Nash, Randy Stearns, Bob Duke, Dorothy Meriwether, Shawn Levasseur, Terry Pinto, Bill Jones, Nick Lapham)
 Against: 0
 Abstained: 0

- **Commissioner Carol Maines motioned to approve the Knox-Lincoln Counties Cooperative Extension Service budget request of \$57,042. Commissioner Richard Parent seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 3 (Carol Maines, Richard Parent, Roger Moody)
 Against: 0
 Abstained: 0

13. Knox-Lincoln Soil & Water Conservation District

- **Randy Stearns motioned to approve the Knox-Lincoln Soil & Water Conservation District budget request of \$27,473. Dorothy Meriwether seconded the motion. A vote was taken with 7 in favor, 1 against, and 1 abstention. The motion therefore passed.**

In favor: 7 (Gerry Zwick, Lawrence Nash, Randy Stearns, Bob Duke, Dorothy Meriwether, Shawn Levasseur, Terry Pinto)
 Against: 1 (Bill Jones)
 Abstained: 1 (Nick Lapham)

- **Commissioner Carol Maines motioned to approve the Knox-Lincoln Soil & Water Conservation District budget request of \$27,473. Commissioner Richard Parent seconded the motion. A vote was taken with 2 in favor and 1 abstention. The motion therefore passed.**

In favor: 2 (Carol Maines and Roger Moody)
 Against: 0
 Abstained: 1 (Richard Parent)

14. Midcoast Economic Development District (MCEDD)

- **Dorothy Meriwether motioned to approve the Midcoast Economic Development District budget request of \$25,206. Terry Pinto seconded the motion. A vote was taken with 3 in favor and 6 against. The motion therefore failed.**

In favor: 3 (Dorothy Meriwether, Terry Pinto, Nick Lapham)
 Against: 6 (Gerry Zwick, Lawrence Nash, Randy Stearns, Bob Duke, Shawn Levasseur, Bill Jones)
 Abstained: 0

- **Commissioner Carol Maines motioned to approve the Midcoast Economic Development District budget request of \$25,206. Commissioner Richard Parent seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 3 (Carol Maines, Richard Parent, Roger Moody)
 Against: 0
 Abstained: 0

15. Administration & IT

- **Dorothy Meriwether motioned to approve the county administrator’s recommendation of a net budget of \$494,129. Randy Stearns seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 9 (Gerry Zwick, Lawrence Nash, Randy Stearns, Bob Duke, Dorothy Meriwether, Shawn Levasseur, Terry Pinto, Bill Jones, Nick Lapham)
 Against: 0
 Abstained: 0

- **Commissioner Richard Parent motioned to approve the county administrator’s recommendation of a net budget of \$494,129. Commissioner Carol Maines seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 3 (Carol Maines, Richard Parent, Roger Moody)
 Against: 0
 Abstained: 0

16. Debt Service

- **Randy Stearns motioned to approve the county administrator’s recommendation of \$216,731. Dorothy Meriwether seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 9 (Gerry Zwick, Lawrence Nash, Randy Stearns, Bob Duke, Dorothy Meriwether, Shawn Levasseur, Terry Pinto, Bill Jones, Nick Lapham)
 Against: 0
 Abstained: 0

- **Commissioner Carol Maines motioned to approve the county administrator’s recommendation of \$216,731. Commissioner Richard Parent seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 3 (Carol Maines, Richard Parent, Roger Moody)
 Against: 0
 Abstained: 0

17. Insurance

- **Randy Stearns motioned to approve the county administrator’s recommendation of \$99,887. Dorothy Meriwether seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 9 (Gerry Zwick, Lawrence Nash, Randy Stearns, Bob Duke, Dorothy Meriwether, Shawn Levasseur, Terry Pinto, Bill Jones, Nick Lapham)
 Against: 0
 Abstained: 0

- **Commissioner Richard Parent motioned to approve the county administrator’s recommendation of \$99,887. Commissioner Carol Maines seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 3 (Carol Maines, Richard Parent, Roger Moody)
 Against: 0
 Abstained: 0

Other Topics Discussed

Surplus

Administrator Hart stated that the recommendation was to not take any surplus to lower the taxes to the municipalities because the County is currently at 14%, which is below 20%.

Bottom Line Figure

- **Randy Stearns motioned to approve a total net budget of \$7,293,690. Dorothy Meriwether seconded the motion. A vote was taken with all in favor. The motion therefore passed.**

In favor: 9 (Gerry Zwick, Lawrence Nash, Randy Stearns, Bob Duke, Dorothy Meriwether, Shawn Levasseur, Terry Pinto, Bill Jones, Nick Lapham)
 Against: 0
 Abstained: 0

- **Commissioner Carol Maines motioned to approve a total net budget of \$7,335,146. Commissioner Richard Parent seconded the motion. A vote was taken with 2 in favor and 1 opposed. The motion therefore passed.**

In favor: 3 (Carol Maines and Richard Parent)
 Against: 1 (Roger Moody)
 Abstained: 0

VI. Adjourn

- A motion was made by Randy Stearns to adjourn. The motion was seconded by Dorothy Meriwether. A vote was taken with all in favor.
- A motion was made by Commissioner Carol Maines to adjourn. The motion was seconded by Commissioner Richard Parent. A vote was taken with all in favor.

The meeting adjourned at 7:56 p.m.

Respectfully submitted,

Candice S. Richards
Administrative Assistant

The Knox County Budget Committee and Knox County Commission approved these minutes at their meeting on December 8, 2016.