

# KNOX COUNTY COMMISSION

**Public Hearing - Budget**

**Thursday – December 16, 2010 – 6:00 p.m.**

A public hearing on the proposed Knox County Budget for 2011 was held on Thursday, December 16, 2010, at 6:00 p.m., at the county courthouse, 62 Union Street, Rockland, Maine. The Knox County Budget Committee and the Knox County Commission met following the public hearing.

Commission members present were: Anne Beebe-Center, Commissioner District #1, Richard L. Parent, Jr., Commissioner District #2, and Roger A. Moody, Commissioner District #3.

County staff present included: County Administrator Andrew L. Hart, Executive Assistant Constance Johanson, Sheriff Donna Dennison, Acting Chief Deputy Tim Carroll, Communications Director Linwood Lothrop, EMA Director Ray Sisk, Finance Director Kathy Robinson, Register of Probate Elaine Hallett, Registrar of Deeds Lisa Simmons, Sheriff's Office Detective Kirk Guerrette, and District Attorney Geoffrey Rushlau.

Budget committee members present were: Ann Matlack, Dorothy Meriwether, Sid Lindsley, Jim Bowers, Elizabeth Dickerson, Bob Duke, Bill Jones, and Tina Plummer.

Also present were: Lawrence Nash of Union, and Heather Steeves of the *Bangor Daily News*.

## **Knox County 2011 Budget – Public Hearing and Final Budget Meeting** **Thursday – December 16, 2010 – 6:00 p.m.**

- I. 6:00 Meeting Called To Order** (Chair Ann Matlack for the Knox County Budget Committee, Commission Chair Anne Beebe-Center for the Knox County Commission)
- II. 6:01 Approve Minutes** (Chair Ann Matlack for the Knox County Budget Committee, Commission Chair Anne Beebe-Center for the Knox County Commission)
  1. Minutes of Budget Review Meeting of December 9, 2010.
- III. 6:03 Opening Remarks – Ann Matlack, Chair**
- IV. 6:05 Public Hearing**
  1. Chair Matlack Opens Public Hearing on 2011 Proposed Knox County Budget.
  2. Chair Matlack Closes Public Hearing.
- V. Budget Committee Vote on 2011 Budget**
  1. Vote to Approve 2011 Budget and Transmit to Commission.
- VI. Commission Vote on 2011 Budget**
  1. Vote to Approve 2011 Budget.
- VII. Adjourn**

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

Budget Committee Chair Ann Matlack called the December 16, 2010 Knox County Budget Committee meeting to order at 6:00 p.m.

Commission Chair Anne Beebe-Center called the December 16, 2010 special meeting of the Knox County Commission to order at 6:00 p.m.

### **II. Approve Minutes**

Approve the minutes of the Budget Review meeting held on December 9, 2010.

- A motion was made by Sid Lindsley to approve the minutes of the Budget Review meeting held on December 9, 2010. The motion was seconded by Robert Duke. A vote was taken with all in favor.
- A motion was made by Commissioner Richard Parent to approve the minutes of the Budget Review meeting held on December 9, 2010. The motion was seconded by Commissioner Roger Moody. A vote was taken with all in favor.

### **III. Opening Remarks**

#### **Budget Committee Chair Ann Matlack**

Ann Matlack opened the December 16, 2010 Public Hearing on the Knox County 2011 Budget by introducing herself. The other members of the budget committee then introduced themselves. The County Commission members introduced themselves and it was noted that Carol Maines will be taking Commissioner Anne Beebe-Center's place on the Commission in the coming year. Ms. Matlack briefly went over a few key points relating to changes in the 2011 budget:

Overall, County budget was neutral in comparison with 2010. However, with change in municipal valuations, County assessments will impact each community differently. Total Valuation of County was reduced (-1.17%) from 2010. Some municipalities increased in value – North Haven (6.61%), Appleton (2.6%), Vinalhaven (2.44%), Hope (1.2%), Washington (.86%), Union (.36%), Isle Au Haut (.06%), and Warren (.05%).

Airport – expenditures up 20% due to new facility; revenues projected to increase 12%; overall 80% increase over 2010.

Dispatch Fees increased by 4.89%.

Wages – Budget Committee recommends 0% wage increase. This is in response to concerns from municipalities throughout the County that had held the line on salary increases at least once since this recession began. Understand County union negotiations are in progress. However, unions in Rockland stepped forward in the first year of their contracts and accepted 0%. Not a reflection on County employees or the work they do. Funding for Wage & Salary Survey is in budget.

There are two positions that will definitely not be comparable to other communities:

1. Airport Manager, where Airport Advisory Committee has recommended bringing this salary up to the level of that paid to managers of other small airports in Maine.
2. Patrol Administrator, due to frequent turn-over in relatively short time. County has policy of ratcheting down salaries of non-union employees. This does a disservice to the County when they are trying to hire and retain the best qualified personnel.

Finance – Large increase in Finance Department due to professionalization of Finance Director position and investment in more appropriate software. This year, increase in hours for 2 employees and the purchase of additional software modules for MUNIS finance system.

#### **Knox County Administrator Andrew Hart**

Administrator Hart thanked department heads for working with him in developing the 2011 budget. He also thanked the Budget Committee & Commission for meeting jointly and working together to review the budget from October 21, 2010 to November 9, 2010. The budget was reviewed very closely and scrutinized over the four-week period with many items revisited 2-4 times before being voted upon by both groups. He briefly went over a few key points relating to changes in the 2011 budget:

Expenditures proposed to increase by 1%

Revenues proposed to increase by 1.5%

\$6,476,074 to be raised by taxes or an increase of .16% (\$10,513.00) from 2010.

The County is \$465,155 under the Allowed Tax Assessment (LD 1 Tax Increase for 2011).

Building Maintenance budget has decreased by \$110,560 (-25%). Personnel Services decreased by \$135,000 because of elimination of the building maintenance department and changed to outsourcing cleaning and building management/maintenance services. Contractual Services is up \$126,000 because of contracts for cleaning and building management/maintenance. Commodities have decreased by \$10,000 because of a \$10,000 drop in the expenditures of heating fuel. Capital has decreased by \$100,000 as the bigger projects have been completed and also to keep the total budget down.

Deeds budget increase of \$36,437 (-25% decrease in revenues over expenditures). This is attributed to \$55,000 budgeted less in Deeds Revenue. \$522,000 budgeted in 2008, \$420,000 budgeted in 2009, \$410,000 budgeted for 2010, and \$355,000 budgeted for 2011.

Jail Budget now capped at \$3,188,700, same figure as 2010. This figure will remain the same going forward.

Finance budget has increased by \$36,120 (19%). Personnel Services has increased \$26,800 as the Organizational Study that the County conducted recommended that the Deputy Treasurer and Bookkeeper positions increase from 30 to 40 hours for the 2011 budget. Contractual Services are also up \$10,000 because of the addition of modules within the MUNIS Financial software package to add a human resources module with the addition of benefits administration within the Finance Office.

Sheriff's Patrol Budget has increased by \$80,727 (6%). Personnel Services has increased by \$100,000 as Knox County is now required to budget for a MDEA replacement for a detective's position as required by the contract with MDEA. This also includes additional benefits. Contractual Services and Commodities have decreased, but Capital has increased as the purchase of vehicles will be covered by the budget as all vehicle reserve accounts were exhausted in the 2010 budget.

Airport budget has increased by \$33,447 (80%). Personnel Services have increased by \$55,000. A new maintenance part-time employee is budgeted and with the opening of the new terminal, the administrative assistant position has increased from 20 to 28 hours. Contractual Services have increased by \$15,000 with costs of the new terminal building yet to be determined and some budget lines are

estimates. The one major change is an addition of a cleaning contract line that requires a bigger area to be cleaned and the fact that the terminal needs to be neat and clean and look respectable to the public. Also, \$10,000 for landscaping that wasn't covered under the FAA portion of the terminal funding.

Communications budget has increased by \$44,000. Contractual Services is up \$13,000 with the majority of the increase because of a cleaning contract for the dispatch areas and other offices. The floors and area need to be cleaned and redone. The dispatch area is dusty and needs to be kept clean because of the expensive equipment, etc. Capital has increased by \$16,000 because of backups for tower sites, etc.

Executive budget had \$25,000 budgeted for a Wage Compensation/Job Classification Study.

#### **IV. Public Hearing**

Question/Comment Period:

The public hearing portion of the meeting commenced at 6:16 p.m.

Lawrence Nash

Mr. Nash commented that for the money spent towards the cost of the salary survey that the County had recently done could have been better spent. He stated that he would be joining the budget committee as a new member in January. With the debt service for the jail paid off, he thought that the County could give more money to the Communications department to solve their space needs.

There was no other public comment.

Public Hearing Closed:

The public hearing portion of the meeting was closed at 6:18 p.m.

#### **V. Budget Committee Vote on 2010 Budget**

Vote the bottom line – the Budget Committee responsible for setting the bottom line.

- A motion was made by Tina Plummer to approve the 2011 Knox County Budget as proposed in the total amount of \$9,063,892 and a net amount of \$7,415,326 and transmit the 2011 Knox County Budget to the Knox County Commission. The motion was seconded by Bill Jones. A vote was taken with seven in favor, and one opposed (Elizabeth Dickerson).

#### **VI. Commission Vote on 2010 Budget**

Commissioner Anne Beebe-Center asked for a motion to approve the 2011 Knox County Budget as presented in the total amount of \$9,063,892 and a net amount of \$7,415,326.

- A motion was made by Commissioner Roger Moody to approve the 2011 Knox County Budget as presented in the total amount of \$9,063,892 and a net amount of \$7,415,326. The motion was seconded by Richard Parent. A vote was taken with two in favor and one opposed (Anne Beebe-Center).

The 2011 Budget was therefore passed.

#### **VII. Adjourn**

- A motion was made by Sid Lindsley to adjourn the meeting. The motion was seconded by Jim Bowers. A vote was taken with all in favor.
- A motion was made by Commissioner Richard Parent to adjourn the meeting. The motion was seconded by Commissioner Roger Moody. A vote was taken with all in favor.

The meeting adjourned at 6:30 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 February 9, 2011.**

**The Knox County Budget Committee approved these minutes at their quarterly meeting  
held on \_\_\_\_\_, 2011.**