

KNOX COUNTY COMMISSION

Regular Meeting

Tuesday – March 8, 2016 – 2:00 p.m.

The regular monthly meeting of the Knox County Commission was held on Tuesday, March 8, 2016, 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, EMA Director Ray Sisk, Chief Deputy Tim Carroll (*left at 2:10 p.m.*), Sheriff Donna Dennison, Jail Administrator John Hinkley, Communications Director Linwood Lothrop, Finance Director Kathy Robinson, and Systems Administrator Mike Dean.

Others in attendance: Washington Resident Madelon Kelly (*left at 2:06 p.m.*); and Bruce Flaherty from the Spirit of America Foundation (*left at 2:06 p.m.*).

Regular Meeting – Agenda Tuesday – March 8, 2016 – 2:00 p.m.

- I. 2:00 Meeting Called To Order**
- II. 2:01 Presentation**
 - 1. Recognition of Volunteerism.
- III. 2:10 Public Comment -** Public Comment during other portions of the meeting will only be granted by permission of the chair.
- IV. 2:25 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, 2016.
 - iii. Monthly Written Departmental Reports.
 - iv. Reserve Withdrawals.
- V. 2:30 Action Items**
 - 1. Act to Award Bid for One New Jail Transport Vehicle.
 - 2. Act to Award Bid for Mowing, Trimming & Lawn Care Maintenance for the Knox County Courthouse and Knox County Public Safety Building.
 - 3. Act to Award Bid for Flower/Plant Garden Bed Maintenance for the Knox County Public Safety Building.
- VI. 2:50 Discussion Items**
 - 1. Update on Building Envelope Project.
- VII. 3:00 Other Business**
- VIII. Adjourn**

I. Meeting Called to Order

Commission Chair Roger Moody called the regular meeting of the Knox County Commission to order at 2:00 p.m. He reminded everyone that meetings are now televised and asked everyone to refrain from having side conversations.

II. Volunteer Recognition Presentation.

Administrator Hart explained that Washington resident Madelon Kelly was Knox County's 2015 winner of the Spirit of America Foundation award. He explained that Ms. Kelly has served on the Gibb's Library Board of Trustees since the library was opened in 1993 and has been a volunteer librarian for the past 17 years. She sets the example for all the other volunteers through her dedication. Ms. Kelly also teaches science to 7th and 8th graders. She lead the science students to the Maine Science Olympiad Championship for three years in a row and has also taken the team to the National Championship Tournament.

The Commissioners congratulated Ms. Kelly and Administrator Hart presented her with a certificate of appreciation from the County.

III. Public Comment

Commissioner Roger Moody asked for public comment. There was none.

IV. 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, 2016.
- iii. Monthly Written Departmental Reports.
- iv. 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.

2016 Reserve Withdrawals:

Airport Computer	461608-14600	\$416.18
Forfeiture Money – Federal	200008-12860	\$17,885.00
	Total	\$18,301.18

V. Action Items

1. Act to Award the Bid for One New Jail Transport Vehicle.

The County went out to bid for a new 2016 Chevrolet Express 2500, 12-passenger van for the Jail to use as a transport vehicle. The County received three bids. The recommendation from Transport Supervisor Bob Wood is to award the bid to Fullers Auto Mall, because the business is local (right here in Rockland, compared to Augusta) and Fullers specified a timeframe for delivery which was in the specifications, whereas the other two bidders did not.

- A motion was made by Commissioner Richard Parent to award the bid for one new transport vehicle to Fullers for on new 2016 Chevrolet Express 2500 for a bid total of \$27,700. The motion was seconded by Commissioner Carol Maines. A vote was taken with all in favor.

2. Act to Award the Bid for Mowing, Trimming & Lawn Care Maintenance for the Knox County Courthouse and Knox County Public Safety Building.

The County went out to bid for mowing, trimming and lawn care maintenance for both the Courthouse and Public Safety Building. Ten local vendors received the RFP, seven of which attended the mandatory pre-bid meeting. The County received six bids. Wadsworth was the apparent low bidder.

Commissioner Maines asked Administrator Hart if he was comfortable doing the contract for three years. Administrator Hart said yes.

Commissioner Moody asked how the bids amounts compared with what was budgeted. Administrator Hart stated that the Budget Committee had cut \$3,000 from the budget for the mowing and he wished that that hadn't happened. The grounds maintenance budget line will be tight but he felt the building maintenance budget would be okay overall.

- A motion was made by Commissioner Carol Maines to award the bid for mowing, trimming and lawn care maintenance for both the courthouse and public safety building to Wadsworth Landscaping \$3,500 for each year, for three years (April 15 to November 15 of 2016, 2017, and 2018), a total bid of \$10,500. The motion was seconded by Commissioner Richard Parent. A vote was taken with all in favor.

The bid results are as follows:

April 15, 2016 - November 15, 2016						
Facility	Wadsworth	Wilson	Granite	Underhill	Farley	Jackson
Courthouse	\$1,850.00	\$2,700.00	\$2,256.00	\$2,800.00	\$2,100.00	\$4,700.00
PSB	\$1,650.00	\$1,250.00	\$1,950.00	\$1,875.00	\$2,500.00	\$3,500.00
Sub-total:	\$3,500.00	\$3,950.00	\$4,206.00	\$4,675.00	\$4,600.00	\$8,200.00
April 15, 2017 - November 15, 2017						
Facility	Wadsworth	Wilson	Granite	Underhill	Farley	Jackson
Courthouse	\$1,850.00	\$2,700.00	\$2,256.00	\$2,884.00	\$2,200.00	\$4,700.00
PSB	\$1,650.00	\$1,250.00	\$1,950.00	\$1,930.00	\$2,600.00	\$3,500.00
Sub-total:	\$3,500.00	\$3,950.00	\$4,206.00	\$4,814.00	\$4,800.00	\$8,200.00
April 15, 2018 - November 15, 2018						
Facility	Wadsworth	Wilson	Granite	Underhill	Farley	Jackson
Courthouse	\$1,850.00	\$2,700.00	\$2,256.00	\$2,970.00	\$2,650.00	\$4,700.00
PSB	\$1,650.00	\$1,250.00	\$1,950.00	\$1,988.00	\$2,650.00	\$3,500.00
Sub-total:	\$3,500.00	\$3,950.00	\$4,206.00	\$4,958.00	\$5,300.00	\$8,200.00
TOTALS:	\$10,500	\$11,850	\$12,618	\$14,447	\$14,700	\$24,600

3. Act to Award the Bid for Flower/Plant Garden Bed Maintenance for the Knox County Public Safety Building.

The County went out to bid for flower/plant garden bed maintenance for the Public Safety Building. Nine local vendors received the RFP, seven of which attended the mandatory pre-bid meeting. The County received five bids. Jackson Landscape Services is the low bidder. Jackson had also provided the County with a price to do the garden by the sign at the Public Safety Building, as well as pulling up the junipers that weren't planted or taken care of correctly and some of them died. The quote was \$800 for the garden and \$900 to clean up the junipers and turn the spot into more lawn to make it easier to mow. The bid results are as follows:

	April 15 - Nov 15, 2016	April 15 - Nov 15, 2017	TOTAL
Jackson Landscape Services	\$300.00	\$300.00	\$600.00
Wadsworth	\$400.00	\$400.00	\$800.00
Farley & Son, Inc.	\$400.00	\$450.00	\$850.00
Wilson Construction & Landscaping	\$525.00	\$525.00	\$1,050.00
Granite Gardens	\$1,112.00	\$1,112.00	\$2,224.00

- A motion was made by Commissioner Richard Parent to award the bid for flower/plant garden bed maintenance for the Public Safety Building to Jackson Landscape Services for two seasons (April 15 – November 15, 2016 and April 15 – November 15, 2017) at \$300 per year for a bid total of \$600. The motion was seconded by Commissioner Carol Maines. A vote was taken with all in favor.

VI. Discussion Items

1. Update on Building Envelope Project.

Administrator Hart gave an update on the progress of the project. Safe Environmental Solutions (SES) has completed the removal and lead paint abatement of the basement windows. Temporary enclosures have been installed to prevent the elements from coming through the open windows. The enclosures are made out of blue board insulation and will block outdoor natural light. The Penobscot Company (TPC)

is in the process of preparing the windows for installation, which will take roughly two to three weeks. Knowles Industrial Services (KIS) has begun erecting staging. SES will be back in March to finish removing the old windows and doing abatement after the staging is finished being put up. TPC will work behind SES installing windows, and KIS will begin the process of raking out mortar joints in preparation of the re-pointing and masonry repair.

Commissioner Maines asked if temperature was going to be an issue. Administrator Hart said that it would be up to Travis Whitehead to deal with that but he noted that Knowles doesn't worry about heating the work area unless it's drastically cold, which it hasn't been.

VII. Other Business

Isle Au Haut

Administrator Hart noted that the County sends out the 2016 taxes and dispatch fees invoices to the municipalities on the first of April but Isle Au Haut still hasn't paid their 2015 taxes and dispatch fees. He said that he talked to Mike Rogers at Maine Revenue Services who is aware of a few things going on out there but has had a hard time getting in touch with anyone so Administrator Hart had provided him with a couple names. Isle Au Haut needs to have a town meeting – they haven't had a budget for two years and haven't collected taxes for two years. The state said the ball is in the town's court – the County can't make the town do anything. The people that own property on the island do not want any help from the County and are very independent. The County will just have to wait and see how the situation plays out.

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 2:42 p.m.

Respectfully submitted,

Candice Richards
Administrative Assistant

The Knox County Commission approved these minutes at their regular meeting held on April 12, 2016.