

# KNOX COUNTY COMMISSION

## Regular Meeting

Tuesday – May 13, 2014 – 2:00 p.m.

The regular monthly meeting of the Knox County Commission was held on Tuesday, May 13, 2014, 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, and Sheriff Donna Dennison.

Others in attendance: Chris Wolf of the *Pen Bay Pilot*.

### Regular Meeting – Agenda Tuesday – May 13, 2014 – 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 April 8, 2014.
    - iii. Monthly Written Departmental Reports.
    - iv. Reserve Withdrawals.
    - v. Budget Line Transfers.
- IV. 2:20 Action Items**
  - 1. Act to Approve and Authorize the Chair to Sign the Request for Lease Assignment and Consent and Assignment for Transfer of Hangar #33 from James Munroe to James Gaston.
  - 2. Act to Accept Resignation of a Member of the Knox County Board of Assessment Review.
  - 3. Act on Appointment to the Knox County Board of Assessment Review.
  - 4. Act on Approval of a K-9 Purchase and Sale Agreement and Authorize the County Administrator to Sign.
  - 5. Appoint a Commissioner to Sit on the State Claims Commission Hearing Panel on September 24, 2014.
- V. 2:55 Other Business**
- VI. 3:00 Executive Session**
  - 1. Convene in Executive Session to discuss a Personnel Matter pursuant to 1 M.R.S.A. §405(6)(A).
- VII. Adjourn**

- I. Meeting Called to Order**

Commission Chair Carol Maines called the regular meeting of the Knox County Commission to order at 2:04 p.m.
- II. Public Comment**

Commissioner Carol Maines 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 April 8, 2014.
    - iii. Monthly Written Departmental Reports.
    - iv. Reserve Withdrawals
    - v. Budget line transfers

- A motion was made by Commissioner Richard Parent to approve the consent items as presented. The motion was seconded by Commissioner Roger Moody.

Commissioner Maines noted that she was a little confused about the two financial reports in the commissioner packets. She asked if the year 2013 was closed out. Administrator Hart responded that the 2013 audit has been started so it must be. He added that the auditors had been coming to the finance office for the past week and a half.

Commissioner Parent asked about why the Airport was at 158% for 2013. Administrator Hart said he thought maybe the County was waiting on reimbursement. He noted that the Registry of Deeds is similar in that it’s total is a percentage higher than 100%. He said that it has to do with the revenue but he wasn’t sure of the formula in the spreadsheet. It’s possible that the County just hasn’t received some of the revenue that is expected. Commissioner Moody commented that the individual lines in the report are fine - it’s just the total, and the way the system deals with credits and debits in the formulas, that can be confusing.

Commissioner Maines informed the other commissioners that she had attended the Airport Public Advisory Committee (APAC) meeting the day before. She said that the last Commission meeting in April, Airport Manager Jeff Northgraves had been hopeful he’d hear something about the Master Plan Update by now. She said that at the APAC meeting yesterday, Manager Northgraves said he was less hopeful because he found out that the individual at the FAA reviewing Knox County’s Master Plan Update is also reviewing 20 other Master Plans.

- A vote was taken with all in favor.

**2014 Reserve Withdrawals:**

Airport Computer	461608-14600	\$106.28
Courthouse Computer	200008-12660	\$868.65
DARE	300008-10070	\$194.40
	Total	\$1,169.33

**IV. Action Items**

1. Act to Approve and Authorize the Chair to Sign the Request for Lease Assignment and Consent and Assignment for Transfer of Hangar #33 from James Munroe to James Gaston.

- A motion was made by Commissioner Richard Parent to approve and authorize the Chair to sign the Request for Lease Assignment and Consent and Assignment for transfer of Hangar #33 from James Munroe to James Gaston. The motion was seconded by Commissioner Roger Moody. A vote was taken with all in favor.

2. Act to Accept Resignation of a Member of the Knox County Board of Assessment Review.

- A motion was made by Commissioner Richard Parent to accept the resignation of John Flood from the Knox County Board of Assessment Review. The motion was seconded by Commissioner Roger Moody. A vote was taken with all in favor.

3. Act to Appointment to the Knox County Board of Assessment Review.

Commissioner Maines noted that Board Chair Marian Robinson has been working on getting an individual to fill the vacancy left by John Flood resigning but since a person has not been found yet, she asked for a motion to table the agenda item until the June regular monthly meeting.

- A motion was made by Commissioner Richard Parent to table this agenda item until a replacement for John Flood could be found. The motion was seconded by Commissioner Roger Moody. A vote was taken with all in favor.

4. Act on Approval of a K-9 Purchase and Sales Agreement and Authorize the County Administrator to Sign.

Administrator Hart explained that the agreement is for the K-9 “Gunner” and his handler, Deputy Joslyn. It is the same agreement as the one the Commission approved for Sergeant Palmer and his K-9 Jake.

Sheriff Dennison commented that the dog is going to be trained for search and rescue. She said that if the dog finds one missing child, it’s worth the cost. The Working Dog Foundation found the dog down south and donated it to Deputy Joslyn for police work. Deputy Johnson currently has the dog at his house.

Commissioner Moody asked if there was insurance coverage or liability insurance on the dog. Administrator Hart said that he would have to check to see what he did when the agreement was signed for K-9 Jake. He said he would check with Malcolm Ulmer at the Risk Pool.

- A motion was made by Commissioner Richard Parent to approve the K-9 purchase and sales agreement and authorize the county administrator to sign it. The motion was seconded by Commissioner Roger Moody. A vote was taken with all in favor.

5. Appoint a Commissioner to Sit on the State Claims Commission Hearing Panel on September 24, 2014.

Administrator Hart explained that he had been contacted by the State Claims Commission concerning an eminent domain hearing for some property in the Town of Washington. Maine law requires that a County Commissioner must be appointed to sit on the hearing panel. The hearing is set for September 24, 2014 at 10:00 a.m.

Commissioner Parent expressed interest in serving on the hearing panel.

Commissioner Moody asked about the form that the participating commissioner has to sign saying they don’t have any conflicts of interest with the property owner. He noted that the commissioners haven’t been told who the landowners are. Administrator Hart said that he wasn’t told who the landowners are. He suggested that if there were any issues with whichever commissioner is scheduled to serve on the panel, the Commission could always pick an alternate to do it instead.

Commissioner Maines asked if Commissioner Parent would have a conflict of interest since he once worked for the MDOT (Maine Department of Transportation). Commissioner Parent said there shouldn’t be any conflict of interest and that he hasn’t worked for the DOT for years. He said if either side has a problem with him being on the panel, he would let the alternate commissioner serve.

- A motion was made by Commissioner Roger Moody to appoint Commissioner Richard Parent to sit on the State Claims Commission Hearing Panel on September 24, 2014, with Commissioner Carol Maines as an alternate. The motion was seconded by Commissioner Carol Maines. A vote was taken with two in favor (Commissioners Moody and Maines) and one abstention (Commissioner Parent).

**V. Other Business**

**VI. Executive Session**

1. Convene in Executive Session to discuss a Personnel Matter pursuant to 1 M.R.S.A. §405(6)(A).

- A motion was made by Commissioner Richard Parent to go into executive session pursuant to 1 M.R.S.A. §405(6)(A) to discuss a personnel matter. The motion was seconded by Commissioner Roger Moody. A vote was taken with all in favor.

The executive session convened at 2:22 p.m.

The executive session concluded at 4:00 p.m.

**VII. Adjourn**

- 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 4:01 p.m.

Respectfully submitted,

Candice Richards  
Administrative Assistant

**The Knox County Commission approved these minutes at their regular meeting held on June 10, 2014.**