

KNOX COUNTY COMMISSION

Regular Meeting

Tuesday – March 10, 2019 – 2:00 P.M.

The regular meeting of the Knox County Commission was held on Tuesday, March 10, 2020, at 2:00 P.M., at the County Courthouse, 62 Union Street, Rockland, Maine.

Commission members present were: Dorothy G. Meriwether, Commissioner District #1, and Richard L. Parent, Jr., Commissioner District #2 and Sharyn L. Pohlman, Commissioner District #3.

County staff present included: County Administrator Andrew Hart, Administrative Assistant Wendy Galvin, Sheriff Tim Carroll, EMA Director Ray Sisk, Finance Director Kathy Robinson, Dispatcher John Gamage, Corrections Officer Brandon Mosher, Detective Reggie Walker, Detective Justin Twitchell, Detective MDEA Max King, Detective Dwight Burtis, Detective Don Murray, Jail Administrator Ray Porter, Register Elaine Hallett, Deputy Register of Probate Julie Allen, Probate Clerk Vicki Gamage and Administrative Assistant to the Sheriff Stephanie Polky. *Absent: Airport Manager Jeremy Shaw, and Assistant Jail Administrator Kathy Carver.*

Others in attendance: PenBay Pilot Reporter Chris Wolf.

Regular Meeting – Agenda

Tuesday – March 10, 2020 – 2:00 P.M.

REVISED

- I. 2:00 Meeting Called To Order**
- II. 2:01 Presentation:** Sheriff's Office - Certificates of Recognition
- III. 2:05 Public Comment -** Public Comment during other portions of the meeting will only be granted by permission of the chair.
- IV. 2:06 Consent Items**
 1. Approve Consent Items as Presented:
 - i. Agenda - Non Agenda Items Only Permitted if Emergency in Nature.
 - ii. Minutes of Special Commission Meeting of November 8, 2019.
 - iii. Minutes of Special Commission Meeting of December 18, 2019.
 - iv. Minutes of Regular Commission Meeting of February 11, 2020.
 - v. Monthly Written Departmental Reports.
 - vi. Reserve Withdrawals.
- V. 2:10 Action Items**
 - Act to Confirm the Appointment of the Communications Director.
 - Act to Award the Bid for One (1) Used Vehicle for Use by the Sheriff's Office.
 - Act to Authorize the County Administrator to Execute Lease Option Agreements with MEVS KNOX and MSD KNOX for Development of Solar Energy Generation Projects at the Knox County Regional Airport.
 - Act to Approve and Authorize the Chair to Execute the Consent and Assignment to Transfer the Hangar #30 Lease from John Macone to Keith and Dawn Daggett.
 - Act to Approve and Sign the MMA Workers' Compensation Safety Incentive Program Resolve Form.
- VI. 2:30 Discussion Items**
 1. Update on the KCPSB Floor Repair Project.
 2. Update on the Jail HVAC Project.
 3. Update on Lasell Island.
 4. Other
- VII. 2:45 Other Business**
- VIII. Adjourn**

I. Meeting Called to Order

Commissioner Pohlman called the regular meeting of the Knox County Commission to order at 2:00 P.M.

II. Presentation – Sheriff’s Office – Certificates of Recognition**III. Public Comment**

Chair, Commissioner Pohlman asked if there was any public comment.
None.

IV. Consent Items**1. Approve Consent Items as Presented:**

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- vi. Reserve Withdrawals.

- *A motion was made by Commissioner Meriwether to approve the consent items as presented. The motion was seconded by Commissioner Parent. A vote was taken with all in favor.*

V. Action Items**1. Act to Confirm the Appointment of the Communications Director.**

Robert Coombs was previously confirmed by the Commission when he became the Interim Communications Director at a special meeting held on September 30, 2019 to be effective on October 27, 2019. Knox County advertised for the recruitment of a Communications Director from January 13th to February 14th. We advertised on Indeed, MMA’s website, Knox County’s website, NENA’s website, and other avenues. We had 9 candidates who applied, 2 were qualified. Two Zoom interviews were scheduled, and one withdrew before we conducted those. The 2nd was completed through a Zoom meeting, and it was agreed to move that candidate before the Oral Board. In addition, we had 2 internal candidates. Both candidates were scheduled for an Oral Board, so that we would have 3 candidates to consider, but one of the internal candidates withdrew before the oral board date so there were 2 individuals that had Oral Boards. The Oral Board consisted of 6 representatives as follows: Chief Chris Farley – Camden Fire Chief & KRCC Executive Board Chair, Ray Sisk - Knox County EMA Director & Member of the KRCC Executive Board, Tammy Barker - Somerset County Deputy Communications Director, Chief Chris Young – Rockland Police Chief & Member of the KRCC Executive Board, Knox County Sheriff Tim Carroll, and Rusty Barnard, Firefighter/Paramedic for City of Rockland & Member of the KRCC Executive Board. The Oral Board members unanimously recommended Robert Coombs for the position of Communications Director. Administrator Hart recommends that the Commission confirm his recommendation to appoint Robert Coombs as the next Communications Director for the Knox Regional Communications Center.

- *A motion was made by Commissioner Meriwether to Act to Confirm the Appointment of the Communications Director Robert Coombs. The motion was seconded by Commissioner Parent A vote was taken with all in favor.*

2. Act to Award the Bid for One (1) Used Vehicle by the Sheriff’s Office.

At last month’s meeting (February 11th), the Commission approved the Sheriff’s Office to move forward with a purchase of a new or used vehicle. The County sent out a request for proposals to 7 dealerships in Maine and Massachusetts for one (1) used 2017 or newer 4 wheel or all wheel drive, full sized crew cab style truck. Three bids were received from 2 vendors. Bids were opened on Friday March 6th. Enclosed is the bid results sheet. Recommendations on awarding the bid will be made at

the meeting on Tuesday. The Sheriff will be in attendance to discuss and answer any questions of the Commission and to make a recommendation.

- Sheriff is not recommending any of the bids received. He is trying to spend money wisely and none of the bids fit the criteria they are looking for. Sheriff would like to table this item until the April 14th Commission Meeting.
- *A motion was made by Commissioner Meriwether to table the Act to Award the Bid for One (1) Used Vehicle by the Sheriff's Office. No action will be taken at this time and will be moved to next month. The motion was seconded by Commissioner Parent. A vote was taken with all in favor.*

3. Act to Authorize the County Administrator to Execute Lease Option Agreements with MEVS KNOX and MSD KNOX for Development of Solar Energy Generation Projects at the Knox County Regional Airport.

Enclosed are two (2) Lease Option Agreements that were originally provided by Cenergy. James Katsiaficas, legal counsel, made changes to both leases. Jim has provided a memo for your review and there is also a memo from Airport Manager, Jeremy Shaw, with information from Cenergy, and finally drafts of both Lease Option Agreements along with maps attached as Exhibit A to each agreement. Administrator Hart is requesting the Commission to authorize him to Execute Lease Option Agreements with MEVS KNOX and MSD KNOX for development of solar energy projects at the Knox County Regional Airport.

- Airport Manager Shaw suggested tabling this item, and talk with APAC to obtain a more sustainable agreement.
- *A motion was made by Commissioner Parent to table the Act to Authorize the County Administrator to Execute Lease Option Agreements with MEVS KNOX and MSD KNOX for Development of Solar Energy Generation Projects at the Knox County Regional Airport until Airport Manager presents it again. The motion was seconded by Commissioner Meriwether. A vote was taken with all in favor.*

4. Act to Approve and Authorize the Chair to Execute the Consent and Assignment to Transfer Hangar #30 Lease from John Macone to Keith and Dawn Daggett.

This privately owned hangar has been sold to the new lessees. We require reassignment of the land leases, associated with each hangar, to be approved by the Commission. The Airport Manager recommends approval and execution. As a side note: hangar sales in the last few years have been brisk. There are currently no hangars available for sale or rent at the Airport. The new hangar development intended for this summer/fall will alleviate some of the demand.

- *A motion was made by Commissioner Parent to Act to Approve Act to Approve and Authorize the Chair to Execute the Consent and Assignment to Transfer Hanger #30 Lease from John Macone to Keith and Dawn Daggett. The motion was seconded by Commissioner Meriwether. A vote was taken with all in favor.*

5. Act to Approve and Sign the MMA Workers' Compensation Safety Incentive Program – Resolve Form.

The MMA Workers' Compensation Fund is announcing a new Workers Compensation Safety Incentive Program (WCSIP). The Program rewards members with the opportunity to earn financial incentives by improving workplace safety. Knox County, as a current member of the Leader Program, because of our proactive safety efforts will qualify for one or more tier levels in the WCSIP. On January 1, 2021, the Leader Program will expire and if we don't enroll in the new WCSIP, our Leader Credit will, be removed. Tier I is 5%, Tier II is 7.5%, and Tier III is 10%. This past year our Credit

was 10%. Administrator Hart is recommending that the Commission vote to approve and sign the enclosed resolve.

- *A motion was made by Commissioner Parent to Act to Approve and Sign the MMA Workers' Compensation Safety Incentive Program Resolve Form. The motion was seconded by Commissioner Meriwether. A vote was taken with all in favor.*

VI. Discussion Items

1. Update on the KCPSB Floor Repair Project:

PSB floor did budget the floor project in the 2020 Budget. Knox County received a proposal from S.W. Cole Engineering. They had done some core samples inside the building to see what was going on with the floor. Now they will be doing 4 test pits and Farley will do the digging of the pits. The pits have been marked and staked out, but there is still a great deal of frost so this is on hold for now. Jim is monitoring this. The exterior will be done first and then the floor after. Administrator Hart submitted an insurance claim pending the report from S.W. Cole. There is a possibility it may be covered through Risk Pool. Estimate for this project is approximately \$130,000.

2. Update on the Jail HVAC Project:

A tank integrity test was completed on an underground oil tank that Jim Hagan coordinated with Smart & Son out of Lewiston. It was done on January 25th and passed. That was sent to DEP and they have approved that part of it. The next thing that has to be done to help us receive a 10 year extension on the tank is to install a 15 gallon, double wall, spill bucket and complete a hydrostatic test on that new bucket. With tank top piping sump, they have to prove that both will hold product in the event of a leak, so that's the next step. In conjunction with that, they have to perform a test on the secondary piping running from the tank to the building to ensure that its tight. Once these are all done and we receive a "passing" test that everything works fine, then the paperwork will be filled out and sent to DEP. Right now, we're about a quarter into this, the first phase is completed. As far as the HVAC, we did have a "freeze up" happen about 3 weeks ago. That has been repaired and submitted to the insurance company. Jim has met with Siemens to go through each air handling unit. Tomorrow will be doing a walk thru to find out what a maintenance agreement would cost for all the air handling units. At this point we are just trying to get what we can out of what we have there because we don't have the money to do a full blown replacement of HVAC at the Jail. Hoping the State will kick in some more funding. Tanks "passed" which is big part, and hoping the boiler will last few more years.

3. Update on Lasell Island:

At this point Administrator Hart and Leticia have had 2 conference calls with State, LEPC and others. Right now a few things are still being confirmed. Ellen Jackson sent Administrator Hart an email yesterday. One thing she's trying to track down is conflicting information about the bounds for Islesboro, and trying to obtain the 2005 Legislation of a possible Annexation of Lasell Island and Knox County. However, she hasn't found this from the Maine Law Library yet. The State will make a decision, and it will not affect this Sensus. Administrator Hart spoke with Lisa Whynot, who is the Supervisor for Unorganized Territories, and she deals with the County Tax portion of it. She stated that unless she gets anything by April 1st, like if the map changes, the taxes will stay with Knox County for this year. (*Lasell Island is an Unorganized Territory.*) Administrator Hart stated that it's not really called Lasell Island any longer it's now referred to as Ragged Island. In past we have provided services to Lasell Island. Knox County would have the ability to respond to an emergency first if the need ever arose. It's being recorded in both Waldo and Knox Counties currently. The Legislature is the only entity that can change or determine which County has Lasell Island.

VII. Other Business

- There will be a Special Meeting next Monday, March 16th at 10:00 A.M. with an Executive Session to follow.
- Commissioner Parent and Commissioner Meriwether had questions for Airport Manager Shaw.
- Commissioner Pohlman had questions for Ray Sisk regarding COVID-19.
- Next Monday there will be a Department Manager meeting which will be a teleconference call with the Maine CDC regarding COVID -19. Afterward we will talk about policies and what to do. The meeting will be slated for 2 hours.
- On April 24th Rural Jurisdictions course is scheduled at request of MCCA. Six people have signed up so far.
- Commissioner Pohlman highly advised having a work session regarding a “continuity plan”. Ray Sisk said he could write a plan but needs to have buy in from all
- Ray Sisk stated if there is a question about the COVID-19 virus symptoms you can call to 211, your PCP or 911 are the options available now. Right now we are assuming the worst and planning for the worst. The COVID-19 crisis could take a long time to resolve.
- Knox County locked in with Maritime for oil on February 27th, @ \$1.885 and LP Gas was \$1.00. Last year we locked in at \$2.15 per gallon. Oil went down \$0.25 cents yesterday. In courthouse we are saving a lot of money by using LP Gas.
- Oral Board will tentatively be held on Monday morning for Register of Deeds.
- Parade update: Knox County is officially accepted to participate in the Bicentennial Parade to be held on May 16th.

VIII. Adjourn

- *A motion was made by Commissioner Parent to adjourn the meeting. The motion was seconded by Commissioner Meriwether. A vote was taken with all in favor.*

The regular meeting adjourned at 4:04 P.M.

Respectfully submitted,

Wendy Galvin
Administrative Assistant

**The Knox County Commission approved these minutes at their regular meeting
held on April 14, 2020.**