

KNOX COUNTY COMMISSION

Regular Meeting

Tuesday – June 9, 2020 – 2:00 P.M.

The Regular Meeting of the Knox County Commission was held on Tuesday, June 9, 2020, at 2:00 P.M., via conference call, 62 Union Street, Rockland, Maine.

Commission members present were: Dorothy G. Meriwether, Commissioner District #1, 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, Register Elaine Hallett, Register of Deeds Madelene Cole, Airport Manager Jeremy Shaw, and Prosecutorial Assistant/Investigator Shane Riley.

Absent: Jail Administrator Ray Porter, District Attorney Natasha Irving, HR Laurie Bouchard and Maintenance Manager Jim Hagan.

Regular Meeting – Agenda

Tuesday – June 9, 2020 – 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. 2:05 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 May 4, 2020.
 - iii. Minutes of Regular Commission Meeting of May 12, 2020.
 - iv. Monthly Written Departmental Reports.
 - v. Reserve Withdrawals.
- IV. 2:15 Discussion Items**
 - 1. Update on the KCPSB Floor Repair Project.
 - 2. Update on the Jail HVAC Project.
 - 3. Update on the Airport HVAC Project.
 - 4. Update on Lasell Island.
 - 5. Update on the Interlocal Agreement Between the County of Knox and the Town of Owls Head Regarding Growth of the Knox County Regional Airport.
 - 6. Other
- V. 2:45 Other Business**
- VI. 2:55 Executive Session**
 - 1. Convene in Executive Session for Consultations With Legal Counsel Pursuant to 1 M.R.S.A. §405(6)(E).
- VII. Adjourn**

I. Meeting Called to Order

Commissioner Pohlman called the regular meeting of the Knox County Commission to order at 2:01 P.M.

II. Public Comment

Chair, Commissioner Pohlman asked if there was any public comment.
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 May 4, 2020.
- iii. Minutes of Special Commission Meeting of May 12, 2020.
- iv. Monthly Written Departmental Reports.
- v. Reserve Withdrawals.

- *Item # 5 on the Agenda was moved to the Executive Session being held directly following the Regular Commission Meeting.*
- *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.*

IV. Departmental Updates

Sheriff's Department: Sheriff Carroll

- One bit of interesting news is regarding President Trump's visit to the State of Maine (*Guilford, Maine*), overall it went well. Piscataquis County, where Trump went, they have a ten (10) man Police Agency. A call out to other Agencies around the State to see if they could send some officers, just to be on the safe side. Knox County sent six (6). This consisted of four (4) Deputies, the Captain and a Sergeant. All in all, there were sixty (60) law enforcement within the State of Maine that went to Guilford, Maine to assist. The update the Sheriff received was there were some chants, but no arrests were made. There were Trump supporters, Trump protestors and a Black Lives Matter group. The situation was fairly tame.

EMA: Ray Sisk

- We are taking a conservative approach toward reopening the office, due to we have a small staff and cannot afford to lose any staff to COVID-19. So, we are looking to finish this month off the way we have been going, and then we will reevaluate the situation in the upcoming weeks.

District Attorney: Shane Riley

- Shane received an email yesterday stating the Court was going to be fully staffed, and everyone would be in the Courthouse starting Monday, June 1st. As far as the D.A.'s Office we are fully staffed and back in the office. We do have some remove working from home, but the front office is fully staffed. Things are becoming more normal within the office. I do know that we are looking at Grand Jury happening in July, which means there will be Jurors coming in. It will not be like normal Grand Jury where everyone would come in and stay for hours while a Jury was selected, the Grand Jury will already be selected. I know the Court will be reaching out to those receiving a notice to see if they feel comfortable coming in or not. So I do not think we will be looking at an actual normal Jury selection until September. Currently, a lot of the AD's are doing things remotely via video conference.

V. Discussion Items

- Commissioner Meriwether brought up an item that the Airport Manager included in his Managers report. This item was seeking the approval for \$4,000 to be used to purchase permanent fixtures in the gift shop area. Commissioner Meriwether did not support this without further information or further discussion.
- With further discussion, it was determined this item was not included in this meetings so it will be held until the 2021 Budget.

1. Update on the KCPSB Floor Repair Project.

Administrator Hart stated that this also includes a drainage project. There were previous discussions about this quite a bit. We did place money in the 2020 Budget under Capital and the Public Safety Building Maintenance Budget of \$130,000.00. The drainage is to determine exactly what is causing the floor problem. The Communications and Sheriff's Office area is also affected

by the floor problem. Administrator Hart reached out to S.W. Cole and they gave a proposal not to exceed \$3,500. This was to observe the test pit, what type of soil we are dealing with, what's going on inside the test pit and write a report of what their recommendations would be. We did receive the report and were asked what we need to do. They replied saying they do not do that sort of thing, so Administrator Hart reached out to Gartley & Dorskey to see what they could do. They gave us a proposal in the amount of \$3,500 which includes easement description as we have to get drainage easement for Harbor Homes. So far that brings us to \$7,000 and we did budget \$30,000 for this specifically, so this leaves us with \$13,000-\$14,000. Administrator Hart offered to send the report from S. W. Cole and the proposal from Gartley & Dorskey to the Commissioners for them to view.

2. Update on the Jail HVAC Project.

Administrator Hart stated Siemens put together a proposal for additional items but we just do not have the funding at this time to move forward. The Jail kitchen and roof top units have been completed, and some maintenance is still being done on existing air handling units. We will have to look at the 2021 Budget to see if we can provide some funding for additional projects at the Jail.

3. Update on the Airport HVAC Project.

There was a call last Thursday via ZOOM, discussing the Cares Act money and HVAC briefly. Tomorrow morning at 9:00 A.M. Jeremy, Administrator Hart and the FAA will be having a meeting on the potential projects. This meeting is primarily for them to provide initial feedback on the projects that Jeremy submitted as part of the Cares Act funds. Siemens did a walk thru last year, and has given a figure of \$375,000 - \$420,000 for the controls piece of the HVAC system..They revisited that and did another walk thru this year, and the amount came to \$364,000. Administrator Hart asked a question about the HVAC and they said because we received Federal funds for the Terminal building we built the HVAC system so we can't remove the complete system and tear everything out. We do have to keep some of it. At that time Administrator Hart asked Siemens what part they could keep and provide us with another figure of what we actually have to replace. They did give us a figure on essentially the boiler and chiller as those will need to be replaced, as well as piping and some other items. So that would be about \$450,000 - \$525,000 just for the boiler and chiller and this is just a Budget figure.

4. Update on Laselle Island.

There is not a lot to update on. Administrator Hart reached out to State Programmer Analyst Alan Jackson, who has been working on this. It was stated that the work has not been completed on this situation because of the COVID-19 situation. Administrator Hart was asked to send a reminder email so when they got back in the office they could restart the investigation. At this point we are just waiting to hear back from them.

VI. Executive Session

1. Convene in Executive Session for Consultations With Legal Counsel Pursuant to 1 M.R.S.A. §405(6)(EA).
 - *A motion was made by Commissioner Pohlman to go into Executive Session Pursuant to 1 M.R.S.A. §405(6)(A). The motion was seconded by Commissioner Meriwether. A vote was taken with both in favor.*

The executive session convened at 3:10 P.M.

The executive session concluded at 5:27 P.M.

VII. 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 5:28 P.M.

Respectfully submitted,

Wendy Galvin
Administrative Assistant

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