

# KNOX COUNTY COMMISSION

**Regular Meeting**

**Tuesday – May 11, 2021 – 2:00 P.M.**

The regular meeting of the Knox County Commission was held on Tuesday, May 11, 2021, at 2:00 P.M., at the County Courthouse, 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, Finance Director Kathy Robinson, Airport Manager Jeremy Shaw, Communications Director Robert Coombs, Systems Administrator Mike Dean and EMA Director Ray Sisk.

**Others:** Maintenance Manager James Hagan

**Absent:** EMA Director Ray Sisk, Chief Deputy Patrick Polky, Prosecutorial Assistant/Investigator Shane Riley, Register of Probate Elaine Hallett, Register of Deeds Madelene Cole, Jail Administrator Bob Wood and District Attorney Natasha Irving

## **Regular Meeting – Agenda Tuesday – May 11, 2021 – 2:00 P.M.**

- I. 2:00 Meeting Called To Order**
- II. 2:05 Public Comment** - Public Comment during other portions of the meeting will only be granted by permission of the chair.
- III. 2:10 Consent Items**
  - 1. Approve Consent Items as Presented:
    - i. Agenda - Non Agenda Items Only Permitted if Emergency in Nature.
    - ii. Monthly Written Departmental Reports.
    - iii. Minutes of Regular Commission Meeting of March 9, 2021.
    - iv. Minutes of Regular Commission Meeting of April 13, 2021.
    - v. Warrants.
- IV. 2:15 Action Items**
  - 1. Act on Appointment to Penquis Knox County Steering Committee.
  - 2. Act on Approval of a Temporary Full-Time Corrections Officer for Knox County Corrections.
  - 3. Act to Approve to Proceed with the Corrections (Jail) HVAC Project with Siemens Industry, Inc. to be Funded From the Corrections Capital Budget and the Corrections Maintenance and Renovations and to Authorize the County Administrator to Sign the Proposal for Phases 1, 2, & 3 and also the Letter of Intent for Phase 4.
- V. 2:30 Discussion Items**
  - 1. Update on the KCPSB Floor Repair Project.
  - 2. Update on the Jail HVAC Project.
  - 3. Update on Airport HVAC Project
  - 4. Other
- VI. 2:40 Other Business**
- VII. Adjourn**

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

Commissioner Parent called the regular meeting of the Knox County Commission to order at 2:02 P.M.

### **II. Public Comment**

Commissioner Chair Parent 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. Monthly Written Departmental Reports.
- iii. Minutes of Regular Commission Meeting of March 9, 2021.
- iv. Warrants
- v. Reserve Withdrawals

#### #1. Warrant Authorization for April 2021 in the amount of \$1,173,666.57.

Please find enclosed all of the background for this Warrant Authorization. The motion would be to approve the Warrant Authorization for April 2021 in the amount of \$1,173,666.57.

- *A motion was made by Commissioner Meriwether to Approve the Warrant Authorization for April 2021 in the amount of \$1,173,666.57. The motion was seconded by Commissioner Pohlman. A vote was taken with all in favor.*
- *A motion was made by Commissioner Meriwether to approve the consent items 1-3 as presented. Item #4 will be tabled until the June 8, 2021 Regular Commission Meeting. The motion was seconded by Commissioner Pohlman. A vote was taken with all in favor.*

### IV. Action Items

#### 1. Act on Appointment to Penquis Knox County Steering Committee

Included in your packet is a letter from Kara Hay, Chief Executive Officer for Penquis. Representative Ann Matlack is coming to the end of her fourth term on the Knox County Steering Committee of Penquis. Representative Matlack is eligible for re-appointment for a 3-year term or the Commission can choose to appoint someone else. Representative Matlack has expressed an interest in continuing her service to Penquis. The individual appointed by the Commission must either be an elected official or must have general governmental responsibilities.

- *A motion was made by Commissioner Meriwether to Act to Appointment Ann Matlack to Penquis Knox County Steering Committee for a three (3) year term. The motion was seconded by Commissioner Pohlman. A vote was taken with all in favor.*

#### 2. Act on Approval of a Temporary Full-Time Corrections Officer for Knox County Corrections.

Shift Supervisor (Sgt.) Angela Escorsio is retiring effective Sunday May 16, 2021. She has agreed to assist Corrections with limited staffing because of vacancies, FMLA, and Workers' Comp. restrictions. Administrator Hart is asking the Commission to approve a Temporary Corrections Officer position which Angela Escorsio would assume if approved. This will be for Approximately 6 weeks. Section 4.2.4 Temporary Employees are below for reference.

##### **4.2.4 Temporary Employees:**

Temporary employees may be hired for a limited period as approved by the County Commission, and paid an hourly wage deemed appropriate for the position by the County Administrator. The County Administrator may approve the hiring of an employee on a temporary basis who is filling a regular position. These employees are expected to comply with all of the policies and procedures outlined in this Personnel Policy Handbook, and will be evaluated the same as regular employees.

- *A motion was made by Commissioner Meriwether to Act on Approval of Angela Escorsio as a Temporary Full-Time Corrections Officer for Knox County Corrections. The motion was seconded by Commissioner Pohlman. A vote was taken with all in favor.*

**3. Act to Approve to Proceed with the Corrections (Jail) HVAC Project with Siemens Industry, Inc. to be Funded From the Corrections Capital Budget and the Corrections Maintenance and Renovations and to Authorize the County Administrator to Sign the Proposal for Phases 1, 2, & 3 and also the Letter of Intent for Phase 4.**

The Sheriff, Chief Deputy, Capt. Wood, Kathy, Jim, and Administrator Hart met with Gary Robinson II and Darryl Joudrey of Siemens Industry, Inc. virtually on Tuesday April 13th and discussed the attached Proposal dated April 9, 2021. All agreed that the Base Bid for Phases 1, 2, and 3 was the best option to move forward with. Siemens indicated that this project will be initiated as soon as they have a signed proposal. Siemens is currently prepared to execute the first three phases based on the bids received and 2 pricing presented to Knox County. There are savings to be realized by performing this work as one project as opposed to individual phases. Those savings are outlined in the enclosed April 9, 2021 report that was issued by Siemens to further explain their pricing. Also enclosed is their proposal which Administrator Hart is asking the Commission to authorize for him to sign. Administrator Hart asked about the Add Alternate – Phase 4, so we could lock in a price if we could do it in 2022 as it would take most of 2021 to do Phases 1-3. This was discussed more with Gary Robinson and Peter Marchesi, and we agreed that Siemens would provide Knox County with a draft Letter of Intent (LOI). The version you have was reviewed by Attorney Peter Marchesi and he recommended changes which were approved by Siemens and this is the final approved version for your review. As part of this Gary Robinson explained to Administrator Hart that currently Phase Four is being discussed as being done in early 2022. In an effort to lock in those prices, Siemens would need to order equipment and make commitments to their subcontractors and vendors. Since this puts the financial risk on Siemens, they are looking into a Letter of Intent, where they will lock in those prices and obtain commitments with their subcontractors. If the Project does not move forward, Siemens would then be paid by Knox County for the equipment, which Knox County would own, and the amount of the subcontracts to their contractors that Siemens needed to supply to secure the contract. If the project moves forward there is no additional cost to Knox County above the proposed contract agreement. Enclosed is the final Letter of Intent (LOI) and asking the Commission to authorize Administrator Hart to sign this LOI. We had placed \$189,000 (for 2022) in the 5 Year Capital Plan which was discussed and reviewed during the 2021 Budget Process with the Commission and Budget Committee.

- *A motion was made by Commissioner Meriwether to Act to Approve to Proceed with the Corrections (Jail) HVAC Project with Siemens Industry, Inc. to be Funded From the Corrections Capital Budget and the Corrections Maintenance and Renovations and to Authorize the County Administrator to Sign the Proposal for Phases 1, 2 & 3 and also the Letter of Intent for Phase 4. The motion was seconded by Commissioner Pohlman. A vote was taken with all in favor.*

**V. Discussion Items**

**1. Update on KCPSB Floor Repair Project.**

We have been working on the initial project as far as the floor repair, and we an insurance claim that happened back in February that we have been working on. On Sunday, May 2<sup>nd</sup> a small “back-up” happened it wasn’t as extensive as the first one. The floor and sheetrock repairs had not been completed when this “back-up” happened luckily. On Sunday, May 2<sup>nd</sup> Interstate Septic ended up coming, and unclogged the end of the sewer drain line that goes to the structure and a section of Park Street. Superior Restoration also came in and cleaned the floor and removed the water and sanitize it. The work by Superior Restoration was done really early on Monday morning. May 5<sup>th</sup> Interstate Septic came and put a camera in the line from the inside of the building on the Sheriff’s Department side. The camera covered about 175 feet down the sewer line. Also went to the actual structure at the intersection of 301 Park Street and took the sewer cover off and looked at the line. At that point it was unplugged but there were definite issues with that structure. The sewer line comes into a 90 degree to the structure, and then we just get a buildup. Gartley & Dorskey was on site the day we used the camera and they are in the process of writing a report. Administrator Hart did receive a 12 page draft report, photos and drawings about an hour ago. Administrator Hart will review the findings and

forward that on to the Risk Pool. The recommendation is to have that structure replaced. A new claim was set up and sent to Malcolm at Risk Pool.

**2. Update on the Jail HVAC Project.**

**Administrator Hart will sign the Agreement to move forward with Phases 1, 2 & 3, and also sign the Letter of Intent (LOI) for Phase 4. Then the equipment can be ordered so the work can be started.**

**3. Update on the Airport HVAC Project.**

**There have been a few meetings with Siemens and Jeremy Shaw. Originally, the chiller was out to 16-18 weeks, and Administrator Hart did receive an email update stating that it will be here in August. Siemens is doing a lot of the control work so they can get Jeremy, and then Jim as a backup, so this way they can have access to the controls. At this point they are hoping to complete the total project by November. By having these new controls they can have remote notifications that can be reacted to.**

**4. Other**

- Administrator Hart wanted to mention that they have been working on the paving proposal for the Jail and Corrections facilities and the Public Safety Building. This will include the entry road going in to the Jail, the two (2) parking lots (employee and public lots), sidewalk and the installation of a walkway/walking path that goes around the exercise areas and around the Correctional facility. This needs to be paved so that the Staff has a safe way to walk around and monitor the area. The other thing would be to pave/topcoat the back entry road that goes in the back of the Public Safety Building. When we built that it as a new road that went with the parking lot and that was put in with 2” of binder, and this would put a 1 ½” surface coat over that. The other request is to pave a storage area where we have the EMA and S.O. storage. Currently this area is crushed rock and dirt, by paving it this would give it a permanent pad. Initially Administrator Hart worked with Pete Coughlin from Maine Local Roads putting and RFP and specs together. Then the statute requires any public works projects to have an Engineer complete a plan and stamp it. At that point Gartley & Dorskey completed that, and it turned into 167 page document. It was so large because it includes everything from specs to paving and specs to sidewalk, specs for walkway, culvert and other utility hookups, new pad for storage area and specs for ADA to make that ADA compliant. Gartley & Dorskey sent that out last Friday to nine (9) vendors which is due back May 28<sup>th</sup> with an anticipation award date of June 9<sup>th</sup>. We bid this two (2) ways, one way with project complete date of September 24<sup>th</sup>, 2021 and then we did an alternate date which extends it to June 25<sup>th</sup>, 2022. The reason this was done is because all the contractors are real busy and we might not get many bids. We figured if we extend it out almost another year then we would have a better chance of having more vendors bid on it. Plus this way with the extension we can budget for this.
- We did a brick and mortar replacement on the back of the Courthouse, which would be the West elevation and it was done back in 2009. This is the area behind the Finance Office/middle of the building. This was done the same time we completed the Probate stairs on the front of the building. In 2014, the top; part of the West elevation, the North, South and East elevation was done. Right now, there is some mortar that is coming out. So, Administrator Hart had Penobscot Company take a look at it and budget in 2022 to fix it. They said the reason why it's failed is because the contractor that did it didn't put in a natural mortar which was put in the rest of the building. The other thing was they didn't make the correct depth cut into the mortar joints. If done correctly, it should last 30-50 years and we ended up getting 11 years out of it. They will be doing the caulking replacement which we had scheduled for 2025. In 2023 we're going to move up the other three (3) elevations of caulking because you are supposed to do it within 8-10 years and we will be beyond the 8 years. We will do the West elevation in the 2022 Budget. That will be mortar and caulking

replacement We will do the North elevation in 2023, which will just be caulking so that will not be as expensive. This will stay about the same in 2024 and less in 2025. AT that point we will be done for another 8-10 years.

- Administrator Hart participated in a American Rescue Plan through the Treasury about receiving our funds. It ended up being a 25 minute presentation and was not very useful. Guidance was sent out by Chris Rector from Senator Kings office, which Administrator Hart sent to the Commissioners to view. That's not the final Guidance it's just the initial Guidance. They are accepting Public comment on that.
- Administrator Hart is on an 8-10 person panel that consists of Municipal and County Officials. They are working with MMA and MCCA to figure out how we will move forward with spending the funds and how we work together. The last meeting was on April 29<sup>th</sup>. Commissioner Heather Johnson from the CDC, and Hannah Pingree from the Governor's Office on the virtual meeting. We talked a lot about broadband because that's one of the big items everyone is talking about. The Governor and the Legislature have been talking about LD1484 which is enhanced broadband connection throughout the state. They formed a sub-committee which is Maine Connectivity Authority for MCA. They are working on coming up with guidelines, and essentially to expand broadband throughout the state. The fiscal note on that is going to be on the connectivity plan is going to run between \$29 million to \$400 million dollars. The reason we asked them to meet with us to discuss how we can use money to match and leverage money between the State, County and Municipalities. The guidance they gave yesterday, they are still talking about sewer, water and infrastructure projects. Again, it doesn't seem like the water and sewer component benefit our County because we do not provide that type of service. The Counties throughout the rest of the United States do that. They are still not providing us with the paperwork on how we do we disperse that money and what do we provide for documentation. That is on us to provide how we spend the money and provide documentation.
- Commissioner Meriwether shared that a few letters have been received from various municipalities that provided us with their ideas on how they would like us to consider spending our portion of the funds. She wanted to publicly thank those municipalities for their letters. A couple of the ideas that are being presented are:
  - 1) To support the broadband development in the County and State. Either as a direct payment to the municipalities or as a contribution to the organization Midcoast Internet Coalition.
  - 2) Divide up our portion of the money to be received by population of each municipality.

Commissioner Meriwether stated that her priorities at this point she hopes we pursue the avenues of ensuring these funds, as much as possible, can be used to direct Knox County's most vulnerable populations. Particularly, those affected by the pandemic and specifically in regards to housing and stability, employment, mental health and substance abuse. Many of our population was struggling before the pandemic and their lives are ore even tenuous now. We need to speak for them as they will not be advocating for themselves in a way Midcoast Internet Coalition would. She would like to start the conversation sooner rather than later. The feeling is there is enough conversation going in hopes that we take advantage of this unique opportunity for the County to sit down and have conversations with our municipalities.

## VI. Other Business

None

## Adjourn

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

The regular meeting adjourned at 3:01 P.M.

Respectfully submitted,

Wendy Galvin  
Administrative Assistant

**The Knox County Commission approved these minutes at their regular meeting held on June 8, 2021.**