

# KNOX COUNTY COMMISSION

**Regular Meeting**

**Tuesday – July 13, 2021 – 2:00 P.M.**

The regular meeting of the Knox County Commission was held on Tuesday, July 13, 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, Systems Administrator Mike Dean, EMA Director Ray Sisk, Communications Director Robert Coombs and Airport Manager Jeremy Shaw.

**Others:** County Attorney Jim Katsiasficas, Bangor Daily News Reporter Lauren Abbatte, HR Consultant Laurie Bouchard, Pinny Bebe-Center. Executive Director of Knox Free Clinic Meredith Meredith Batley, PenBay Pilot News Reporter Lynda Clancy, Mark Primeau, Project Consultant for Genesis Fund, Stephanie Primm, Executive Director Knox County Homeless Coalition, Tia Anderson, Executive Director Midcoast Habitat for Humanity, Rockland City Manager Tom Luttrell, Ellie Kastanopolous of Isle au Haut Community Development Corp., Amy Root, Joe Ryan AIO Food Pantry and Becca Gildred, Knox County Homeless Coalition.

**Absent:** Register of Deeds Madalene Cole, Systems Administrator Mike Dean, Chief Deputy Patrick Polky, Prosecutorial Assistant/Investigator Shane Riley, Register of Probate Elaine Hallett, Jail Administrator Bob Wood and District Attorney Natasha Irving

## **Regular Meeting – Agenda**

**Tuesday – July 13, 2021 – 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. 2:02 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 Special Commission Meeting of May 21, 2021.
    - iv. Minutes of Special Commission Meeting of May 28, 2021.
    - v. Minutes of Regular Commission Meeting of June 8, 2021.
    - vi. Warrants.
    - vii. Reserve Withdrawals.
- IV. 2:05 Public Hearing – Remote Participation Policy**
  1. Commission Chair Opens Public Hearing
  2. Commission Chair Closes Public Hearing
  3. Act to Adopt a Remote Participation Policy.
- V. 2:15 Action Items**
  1. Act to Award the Bid for a Tracked Excavator for Use by the Knox County Regional Airport.
  2. Act to Award the Bid for a Compact Track Loader for Use by the Knox County Regional Airport.
  3. Act to Award the Bid for a 1-Ton Truck with Dump Body, Plow and Solid Material Spreader for Use by the Knox County Regional Airport.
  4. Act to Approve and Authorize the Chair to Execute the Lease Agreement Between Roland Lussier and the County of Knox.
  5. Act to Approve and Authorize the Chair to Execute the Consent and Assignment to Transfer the Hangar #5 Lease from Vance Bunker to Augustus Lookner.
  6. Act to Award the Bid for the KCPSB Sewer Line Repair/Replacement Project.
  7. Act to Award the Snow Removal, Sanding, & Hand Shoveling/Snow Blowing Bids for the Knox County

Courthouse, Knox County Public Safety Building, and Knox County Regional Airport, and the Knox County Correctional (Jail) Facility Complex for 2021-2022, 2022-2023, and 2023-2024.

8. Act to Award the Mowing, Trimming, Lawn Care, and Landscaping Maintenance Bids for the Knox County Courthouse, Knox County Public Safety Building, and the Knox County Correctional (Jail) Facility Complex for 2022, 2023, and 2024.
9. Act to Award the Bid for Three (3) New Vehicles for Use by the Sheriff’s Department.
10. Act to Approve and Sign the Collective Bargaining Agreement (CBA) Between the County of Knox and the Knox County Communications Association for January 1, 2021 – December 31, 2021.
11. Act to Authorize Use of Up to \$70,000 from the Dispatch Undesignated Fund Balance for the Avtec Console Upgrade at the Knox Regional Communications Center.
12. Act on Approval of Safety and Health Policy Statement.
13. Act to Accept the American Rescue Plan Act (ARPA) Funds and Establish a Special ARPA Account and Funds to be Authorized to be Expended by the Commission as Deemed Appropriate Under the Act.
14. Act on National Correctional Employees Union (NCEU) Retention Bonus to be Funded Through the American Rescue Plan Act (ARPA) Funds.
15. Act on Knox County Communications Association (KCCA) Retention Bonus to be Funded Through the American Rescue Plan Act (ARPA) Funds.
16. Act on a Knox County Retention Bonus to be Funded Through the American Rescue Plan Act (ARPA) Funds.

**VI. 2:30 Presentation**

1. Genesis Fund/Knox County Homeless Coalition.

**VII. 2:45 Action Item**

1. Act on Proposal for the Knox County Homeless Coalition for Funding Affordable Housing Projects Through the American Rescue Plan Act (ARPA) Funds.

**VIII. 2:50 Discussion Items**

1. Update on the KCPSB Floor Repair Project.
2. Updates on the Airport HVAC Project.
3. Update on the Correctional Facility HVAC Project.
4. Other

**IX. 3:00 Other Business**

**X. Adjourn**

**I. Meeting Called to Order**

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

**II. Public Comment**

- Tom Luttrell spoke: He is not speaking on behalf of City of Rockland, speaking on his own behalf. He wanted to briefly discuss ARPA Funding as it is a hot topic. Would like to give another option for ARPA Funding: Have a grant program through the County and have other Municipalities and Towns within Knox County apply and double their ARPA funding. Since the City of Rockland is getting a little over \$700K, we could match dollar for dollar with the County that would give \$1.4 million for us to work towards infrastructure projects within the city of Rockland.
- Zell, Select Board in Thomaston – Wanted to discuss how they have been talking about the funds in Thomaston. They have had a very successful Public Workshop in Thomaston

where they have talked with different people in the Town about how we would use the funds prior to committing to any other funds. She suggested hosting a Public Workshop where people from Knox County could come and talk about how AC might be beneficial to the Communities. Another thing that would be great to use some of the funds on would be infrastructure, public transportation and broadband.

- Audra Caler – supported what Tom and Zell were suggesting. We should make sure to do a little more consultations with Municipalities. There are a lot of different ideas and we need opportunities to work together on how to spend funds.
- Commissioner Pohlman – received a letter from Vinalhaven regarding the Act on the Homeless Coalition, and a joint letter from Camden, Rockport, Rockland and Thomaston. (*Will discuss under item #7.*)
- Administrator Hart stated that we have received 6 or 7 letters from Towns within the County regarding the ARPA Funding. The Commissioners have not made any decisions other than Retention Bonuses for some of the Departments. The other thing we have done is the Finance Director has sent out a memo to the Departments Managers asking them to put a list together what their respective Department of what might be used for ARPA Funding. Other Counties have done this as well. . Some of the Commissioners have gone out and talked to their respective Towns in their district. We talked about scheduling something but waiting until September to try to get through the Summer with peoples scheduled vacations etc. The County is trying to do its due diligence and we have not spent any additional Funds yet.

### 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 Special Commission Meeting of May 21, 2021.
- iv. Minutes of Special Commission Meeting of May 28, 2021.
- v. Minutes of Regular Commission Meeting of June 8, 2021.
- vi. Warrants
- vii. Reserve Withdrawals

- *A motion was made by Commissioner Pohlman to Approve Consent Items 1-5. The motion was seconded by Commissioner Meriwether. A vote was taken with all in favor.*

#### #1. Warrant Authorization for June 2021 in the amount of \$1,211,329.59.

Please find enclosed all of the background for this Warrant Authorization. The motion would be to approve the Warrant Authorization for June 2021 in the amount of \$1,211,329.59.

- *A motion was made by Commissioner Pohlman Approve the Warrant Authorization for June 2021 in the amount of \$1,211,329.59. The motion was seconded by Commissioner Meriwether. A vote was taken with all in favor.*

#### #2. Warrant Authorizations for July 2021 in the amount of \$588,322.91.

Please find enclosed all of the background for this Warrant Authorization. The motion would be to approve the Warrant Authorization for June 2021 in the amount of \$588,322.91.

- *A motion was made by Commissioner Pohlman to Table the Warrant Authorization for July 2021 in the amount of \$588,322.91 until the August meeting. The motion was seconded by Commissioner Meriwether. A vote was taken with all in favor.*

**#3 Reserve Withdrawals for June 2021 in the amount of \$9,133.00.**

Please find enclosed all of the background for this Warrant Authorization. The motion would be to approve the Warrant Authorization for June 2021 in the amount of \$9,133.00.

- *A motion was made by Commissioner Meriwetherto Approve the Reserve Withdrawals for June 2021 in the amount of \$9,133.00. The motion was seconded by Commissioner Pohlman. A vote was taken with all in favor*

*(The notes for this section are more specific to explain what is needed from the Commission for wording of the motion and the vote needed. This is needed now that we are meeting virtually and will be required monthly going forward until such time we meet in person once again and then can sign the warrant and reserve authorizations.)*

**IV. Public Hearing**

The Commission is required to hold a Public Hearing after Notice and Hearing to adopt a written policy governing the conditions upon which members of the body and the Public may participate in a public proceeding of that body by remote methods. The Chair shall open the Public Hearing and then close the Public Hearing. The Commission will then vote to adopt the Remote Participation Policy. Administrator Hart attached a copy of the policy for your review. County Attorney Jim Katsiasficas assisted with writing this policy.

- Jim gave an explanation regarding the new Policy. Due to the pandemic only, meetings were allowed to be run via ZOOM. Now the State of Emergency has been lifted each Municipality has to have a Policy in place for meetings going forward. This Policy can be amended or changed at any time. A copy of the policy is available upon request. The Commissioners, Budget Committee and Board of Assessment Review will have to adopt their own policy.
- *A motion was made by Commissioner Pohlman to Approve the Written Policy Governing the Conditions Upon Which Members of the Body and the Public may participate in a Public Proceeding of That Body by Remote Methods. The motion was seconded by Commissioner Meriwether. A vote was taken with all in favor.*

**VI. Action Items****1. Act to Award the Bid for a Tracked Excavator for Use by the Knox County Regional Airport**

A RFP was sent out to three (3) equipment vendors on Wednesday June 9<sup>th</sup>. Bids were due back on Tuesday June 29<sup>th</sup> at 2:00 PM, at which time they were publicly opened. Two (2) bids were received back and one (1) vendor did not provide a bid. The bid results sheet is enclosed for your review. Union Farm Equipment was the lowest bidder with a bid of \$109,990. The Airport Manager would request to add the two optional upgrades for the excavator identified on the bid for an additional \$8,900.00, for a grand total of \$118,890. The optional upgrades include the installation of a hydraulic angle dozer blade, and a hydraulic tilt upgrade for additional ditching capabilities. Another area that the Airport lacks in equipment is the ability to maintain steep slopes and vegetation that is too large for a rotary cutter. With advances in industrial equipment, small excavators with various attachments can accomplish tasks that the Airport needs to undertake to stay within compliance regarding vegetation management.

- *A motion was made by Commissioner Parent to Table the Act to Award the Bid for a Tracked Excavator for Use by the Knox County Regional Airport in the amount of \$118,890.00 to Union Farm Equipment. The motion was seconded by Commissioner Meriwether. A vote was taken with all in favor.*

**2. Act to Award the Bid for a Compact Track Loader for Use by the Knox County Regional Airport.**

A RFP was sent out to three (3) equipment vendors on Wednesday June 9<sup>th</sup>. Bids were due back on Tuesday June 29<sup>th</sup> at 2:00 PM, at which time they were publicly opened. Two (2) bids were received back and one (1) vendor did not provide a bid. The bid results sheet is enclosed for your review. Because of the difference in capabilities of the two machines proposed and the compatibility with the needed attachments, the Airport Manager recommends the higher of the two bids on this piece of equipment. The Airport Manager request that the bid be awarded to NORTRAX for the amount of \$88,497.00. Vegetation management has always been one of the most difficult tasks that the Airport has struggled with. With grass and vegetation equipment not eligible for AIP funding, purchasing the necessary equipment has always been on the back burner. With the availability of the CARES Act funding, the Airport now has the opportunity to properly maintain all of the Airport's surfaces with the right equipment. With a looming obstruction removal project, this purchase will dramatically reduce the associated cost of that project for not only this year, but for years to come.

- *A motion was made by Commissioner Pohlman to Act to Award the Bid for a Compact Track Loader for Use by the Knox County Regional Airport to Nortrax, in the amount of \$88,497.00. The motion was seconded by Commissioner Meriwether. A vote was taken with all in favor.*

**3. Act to Award the Bid for a 1-Ton Truck with Dump Body, Plow and Solid Material Spreader for Use by the Knox County Regional Airport.**

A RFP was sent out to truck vendors on June 7<sup>th</sup>, and one (1) bid was received. The Airport's 1-Ton pickup with dump body is beyond its useful service life, and is due to be replaced. It was scheduled to be replaced with AIP funds in this year's AIP grant, but it was discovered that the Airport is only allowed to have 2 carrier vehicles newer than 10 years old that were purchased with AIP funds. A Request for Proposals was published on June 7<sup>th</sup>, and one (1) bid was received. The Airport Manager and Stantec recommend that the bid be awarded to Fuller Chevrolet GMC for an amount not to exceed \$97,413.00.

- *A motion was made by Commissioner Pohlman to Table the Act to Award the Bid for a 1-Ton Truck with Dump Body, Plow and Solid Material Spreader to Fuller GMC in the amount of \$97,413.00. The motion was seconded by Commissioner Meriwether. A vote was taken with all in favor. (More clarification is needed).*

**4. Act to Approve and Authorize the Chair to Execute the Lease Agreement Between Roland Lussier and the County of Knox.**

The Knox County Airport has two access agreements that allow another entity to engage in "through the fence" activities. One of those agreements is with Roland Lussier and expired in 2015. Mr. Lussier has maintained an agreement with the County since 1995 to allow him to access the Knox County Airport by way of a private taxiway to access his aircraft hangar. The hangar, built on private property, abuts Airport property, and is accessed by the private taxiway that he constructed. The new lease has been updated to incorporate the most recent legal principles that the County is using in their leases. Similar to the original lease, the new lease is for an initial 10 year term with (2) 5-year extensions if requested. The lease fee incorporates the Consumer Price Index increases (CPI) over the last 25 years, and is established at \$1115.00 this year and subject to a CPI increase annually. This lease agreement expired in 2019. Roland Lussier has continued to pay his annual rental fee to Knox County. Jeremy worked with Jim Katsiaticas to draft a new more comprehensive and updated lease agreement. This

will be a 10-year lease commencing July 1, 2021 with an option to renew for up to two (2) additional 5-year terms. Jeremy will answer any questions that the Commission has at the meeting.

- *A motion was made by Commissioner Meriwether to Act to Approve and Authorize the Chair to Execute the Lease Agreement Between Roland Lussier and the County of Knox. The motion was seconded by Commissioner Pohlman. A vote was taken with all in favor.*

**5. Act to Approve and Authorize the Chair to Execute the Consent and Assignment to Transfer the Hangar #5 Lease from Vance Bunker to Agustus Lookner.**

This privately owned hangar has been sold to the new lessee. We require reassignment of the land leases, associated with each hangar, to be approved by the Commission. The Airport Manager recommends approval and execution.

- *A motion was made by Commissioner Meriwether to Act to Approve and Authorize the Chair to Execute the Consent and Assignment to Transfer the Hangar #5 Lease from Vance Bunker to Agustus Lookner. The motion was seconded by Commissioner Pohlman. A vote was taken with all in favor.*

**6. Act to Award the Bid for the KCPSB Sewer Line Repair/Replacement Project.**

Gartley & Dorsky sent out plans and specifications for the Knox County Public Safety Building Sewer Line Repair/Replacement Project to four (4) earthwork construction vendors. They received 4 bids back. The bid results sheet is enclosed. The low bidder was Wilson Construction & Landscaping in the amount of \$13,950.00. We had Gartley & Dorsky issue a Notice of Award on July 1, 2021, so that we can get this on the schedule as well as the drywall company to do the internal repairs and then finally schedule the flooring company to come back and complete the floor repairs. Wilson Construction is scheduled to start their work on July 22, 2021.

- *A motion was made by Commissioner Pohlman to Act to Award the Bid for the KCPSB Sewer Line Repair/Replacement Project to Wilson Construction \$13,950.00. The motion was seconded by Commissioner Meriwether. A vote was taken with all in favor.*

**7. Act to Award the Snow Removal, Sanding & Hand Shoveling/Snow Blowing Bids for the Knox County Courthouse, Knox County Public Safety Building and Knox County Regional Airport, and the Knox County Correctional (Jail) Facility Complex for 2021-2022, 2022-2023, and 2023-2024.**

A RFP and specifications was sent out to nine (9) vendors on Wednesday June 9<sup>th</sup>. Bids were due back on Wednesday July 7<sup>th</sup> at 10:00 AM, at which time they were publicly opened. A pre-bid mandatory meeting was required for all vendors to attend and also to be able to provide a bid. One vendor attended the pre-bid mandatory meeting and will therefore be the only bid that we will receive. Wilson Construction was the only bidder and is currently our vendor for Mowing and Landscaping. We added this RFP to the Knox County Correctional Facility and also requested two (2) options of (1) mowing the public facing areas of the Correctional Facility, and (2) the entire Correctional Facility property. We wanted the 2<sup>nd</sup> option to see what a price would consist of. The bid results sheet is enclosed for your review.

- *A motion was made by Commissioner Pohlman to Act to Award the Snow Removal, Sanding, & Hand Shoveling/Snow Blowing Bids for the Knox County Courthouse, Knox County Public Safety Building, and Knox County Regional Airport, and the Knox County Correctional (Jail) Facility Complex for 2021-2022, 2022-2023, and 2023-2024 in the amount \$97,500.00 to Wilson Construction. The motion was seconded by Commissioner Meriwether. A vote was taken with all in favor.*

**8. Act to Award the Mowing, Trimming, Lawn Care and Landscaping Maintenance Bids for the Knox County Courthouse, Knox County Public Safety Building, and the Knox County Correctional (Jail) Facility Complex for 2022, 2023 and 2024.**

An RFP and specifications were sent out to eight (8) vendors on Wednesday June 9<sup>th</sup>. Bids were due back on Wednesday July 7<sup>th</sup> at 10:00 AM, at which time they were publicly opened. A pre-bid mandatory meeting was required for all vendors to attend and also to be able to provide a bid. One vendor attended the pre-bid mandatory meeting and will therefore be the only bid that we will receive. Wilson Construction was the only bidder and is currently our vendor for Mowing and Landscaping. We added this RFP to the Knox County Correctional Facility and also requested two (2) options of (1) mowing the public facing areas of the Correctional Facility, and (2) the entire Correctional Facility property. We wanted the 2<sup>nd</sup> option to see what a price would consist of. The bid results sheet is enclosed for your review.

- *A motion was made by Commissioner Parent to Act to Award the Snow Removal, Sanding, & Hand Shoveling/Snow Blowing Bids for the Knox County Courthouse, Knox County Public Safety Building, and Knox County Regional Airport, and the Knox County Correctional (Jail) Facility Complex for 2021-2022, 2022-2023, and 2023-2024 to Wilson Construction in the amount of \$16,000.00/ per year for a total of \$48,000.00 for 3 years. The motion was seconded by Commissioner Meriwether. A vote was taken with all in favor.*

**9. Act to Award the Bid for Three (3) New Vehicles for Use by the Sheriff's Department.**

An RFP was sent out to for three (3) new vehicles to seven (7) vehicle vendors on Wednesday June 23<sup>rd</sup>. Bids were due back on Tuesday July 6<sup>th</sup> at 2:00 PM, at which time they were publicly opened. Four (4) vendors submitted bids. The bid results sheet is enclosed for your review. The Sheriff will be reviewing the bid results and will make a recommendation of which vendor to award the bid to.

- *A motion was made by Commissioner Meriwether to Act to Award the Bid for Three (3) New Vehicles for Use by the Sheriff's Department to Rockland Ford in the amount of \$20,000.00 for each vehicle, total amount of \$60,000.00. The motion was seconded by Commissioner Pohlman. A vote was taken with all in favor.*

**10. Act to Approve and Sign the Collective Bargaining Agreement (CBA) Between the County of Knox and the Knox County Communications Association for January 1, 2021 – December 31, 2021.**

Attached is a new version of the Collective Bargaining Agreement (CBA) that was negotiated between the representatives of the Knox County Communications Association (KCCA) and the Management team that consisted of Robert Coombs, Kathy Robinson, Commissioner Parent, and Administrator Hart. KCCA has agreed to the 1-Year CBA and agreed to sign two (2) originals after the Commission reviews and votes to approve the CBA. The Commission will sign two (2) originals and then Administrator Hart will provide it to the officers of KCCA to sign both originals and keep one for their files and return one signed original to Knox County for our files. Robert Coombs and Administrator Hart can answer any questions at the meeting.

- *A motion was made by Commissioner Meriwether to Act to Approve and Sign the Collective Bargaining Agreement (CBA) Between the County of Knox and the Knox County Communications Association for January 1, 2021 – December 31, 2021. The motion was seconded by Commissioner Pohlman. A vote was taken with all in favor.*

**11. Act to Authorize Use of Up to \$70,000 from the Dispatch Undesignated Fund Balance for the Avtec Console Upgrade at the Knox Regional Communications Center.**

Robert Coombs, Director of Communications has indicated that he needs to have the console upgrade done now at the Dispatch Center. His concern is that they are now in the limited support time frame. If

something breaks, he may not be able to get replacement. It is based on the availability of supply. The RCC has been lucky so far in not needing anything replaced. Equipment has been running 24/7 since we moved over here from the other building. This project was listed as capital in 2022 vs funded from undesignated fund balance. Administrator Hart agrees with Director Coombs and do feel that he has a legitimate concern regarding supply at this point in time, and we don't know if that will improve.

- *A motion was made by Commissioner Meriwether to Act to Authorize Use of Up to \$70,000 from the Dispatch Undesignated Fund Balance for the Avtec Console Upgrade at the Knox Regional Communications Center. The motion was seconded by Commissioner Pohlman. A vote was taken with all in favor.*

**12. Act on Approval of Safety and Health Policy Statement.**

This policy was originally adopted in February 2014. This policy statement needs to be approved and updated with current Commission signatures, and also a current date for our upcoming SHAPE Re-Certification.

- *A motion was made by Commissioner Pohlman to Act on Approval of Safety and Health Policy Statement. The motion was seconded by Commissioner Meriwether. A vote was taken with all in favor.*

**13. Act to Accept the American Rescue Plan Act (ARPA) Funds and Establish a Special ARPA Account and Funds to be Authorized to be Expended by the Commission as Deemed Appropriate Under the Act.**

The Commission had voted to authorize the County Administrator to approve, sign, and execute grants and project documents for development grants for the CARES Funds and the Commission needs to accept, establish a special ARPA account, and authorize the Commission to expend these funds as they deem fit.

- *A motion was made by Commissioner Meriwether to Act to Accept the American Rescue Plan Act (ARPA) Funds and Establish a Special ARPA Account and Funds to be Authorized to be Expended by the Commission as Deemed Appropriate Under the Act.. The motion was seconded by Commissioner Pohlman. A vote was taken with all in favor.*

**14. Act on National Correctional Employees Union (NCEU) Retention Bonus to be Funded Through the American Rescue Plan Act (ARPA) Funds.**

On May 28, 2021, the Commissioners met with legal counsel in Executive Session and supported a retention stipend of \$200/week for Corrections. Sheriff Carroll recommended this retention stipend for Corrections due to the amount of turnover experienced at the Corrections Facility since the first of the year and the urgent need to retain our existing employees, especially in light of nine (9) openings and difficulty recruiting new employees. The Commission now needs to approve this retention bonus in a regular Commission Meeting to be funded with the ARPA funds.

- *A motion was made by Commissioner Pohlman to Act on National Correctional Employees Union (NCEU) Retention Bonus to be Funded Through the American Rescue Plan Act (ARPA) Funds through December 31, 2021. The motion was seconded by Commissioner Meriwether. A vote was taken with all in favor.*

**15. Act on Knox County Communications Association (KCCA) Retention Bonus to be Funded Through the American Rescue Plan Act (ARPA) Funds.**

On June 30, 2021, the Commissions approved a retention stipend of \$200/week for the Sheriff's Office, effective the next pay period. This retention stipend was recommended by Sheriff Carroll due to the need to retain existing employees, in light of significant signing bonuses offered by other Counties and



Municipalities for Law Enforcement Officers, including the City of Rockland and Lincoln County. While management had originally planned to propose this retention stipend for positions covered by FOP, the Sheriff ultimately recommended, and the Commissioners approved, the retention stipend for all employees in the Sheriff's Office. Administrator Hart received an e-mail from the KCCA President on June 30, 2021 regarding authorizing the retention stipend for Communications under the Knox County Communications Association. They would receive the same \$200.00 per pay period that was approved and allocated to both Corrections and the Sheriff's Office.

- *No action was taken on this agenda item.*

**16. Act on Knox County Retention Bonus to be Funded Through the American Rescue Plan Act (ARPA) Funds.**

The latest approval by the Commissioners to include all of the positions in the Sheriff's Office raises a question, as to whether there are other positions in the County that are equally deserving of the retention stipend, such as EMA Director, Finance Director, Information Technology Director, County Administrator, and others?

- *No action was taken on this agenda item*

**VI. Presentation:**

**1. Genesis Fund/Knox County Homeless Coalition**

- Mark Primeau & Stephanie Primm spoke – Infrastructure in Knox County can include a number of things. First off would be the Importance of people of Knox County and basic human needs. The most basic human needs include food, water, warmth and rest. The second next level of importance are safety and security. In last year, data from Maine Housing about affordable housing in Knox County indicates that 74% of Maine households in Rockland cannot afford the average 2 bedroom rental, and 63% of Knox County residents cannot afford the price of a median priced home right now.. This is not solely a low income issue, this is affecting the even moderate income people.. Affordable housing is a critical part of our human infrastructure. Would also encourage some looking at consideration of additional funding that is available like broadband, Hot Spots Act and American Broadband Build Out Act. Really considering the post pandemic the importance basic human needs for our families. Without a roof over someone head, how can they work, how can they be part of our economy and how can they use the other infrastructure forms like roads etc.
- Mark Primeau spoke and shared a PowerPoint presentation (16 pages). Available upon request.

**VII. Action Items:**

**1. Act on Proposal for the Knox County Homeless Coalition for Funding Affordable Housing Projects Through the American Rescue Plan Act (ARPA) Funds.**

- The Commission can vote to approve funds expended from ARPA to the Knox County Homeless Coalition, table to a future meeting to request additional information, or vote to not provide any funds from ARPA.
- Commissioner Pohlman noted that the presentation was put together with great thought and a lot of partners went into this. She wanted to recognize service partners: American Interfaith AIO, Knox county Sheriff's Office, Maine Behavioral Health, Maine Housing Authority, Finding our Voices, PenBay Chamber of Commerce, Penquis, Restorative Justice, PenBay YMCA and The Maine Land Community Cooperative. There is just a lot of movement, motion and need right now. We have not had a formalized process in place to move things forward. She recognized Vinalhaven's letter regarding housing that she received. Also received was a letter from Camden, Rockport, Thomaston and Rockland and wanted to say she wants to work together collaboratively Housing is the foundation from which everything else can grow. One need that is consistent is homelessness.

- Commissioner Meriwether stated that our Department heads need to tell us what they need. Knox County is not prepared to vote on anything at this point. We need more time to listen and have workshop meetings for discussions.
- Commissioner Parent was under the understanding that we were waiting until later in the year. He prefers not to act today.
- Commissioner Meriwether wants to schedule a workshop in September to hear presentations and discussion regarding the ARPA. She suggested to have individual workshops which would give each organization the opportunity to speak for as long as they wish, and then send a representative to our workshop. If you want our \$7.7 Million then be polite.
- *A motion was made by Commissioner Pohlman to Table to Act on Proposal for the Knox County Homeless Coalition for Funding Affordable Housing Projects Through the American Rescue Plan Act (ARPA) Funds until a suitable date has been selected. The motion was seconded by Commissioner Meriwether. A vote was taken with all in favor.*

## VII. Discussion Items:

### 1. Update on the KCPSB Floor Repair Project.

This has been discussed in conjunction with the Sewer Project. The Sewer Project will start on July 21st with Wilson Construction. Jim has coordinated with the sheet rock company to come in for the week of August 26th, and they should be done by the 30th. He has also talked with Bob Duke from Floor Magic and he will be coming in the 23rd and will be done by the 30th as well. Administrator Hart sent emails to Malcom Ulmer at MCCA Risk Pool to see if we could get the sewer replacement repair piece covered on our insurance.. Malcolm did look at it, review it and said he needs some information so the additional information needs to be sent to him. The floor project is under that and the sheet rock is covered, it's just the sewer line that's not covered.

### 2. Update on the Airport HVAC Project.

Temporary Chiller has been installed and the piping has been completed. Demolition has been completed, and the existing heat pump and boiler have been removed. Associated pumps and valves that will no longer be utilized have also been removed. The existing system is now prepared for the arrival of the new equipment. Currently, we are continuing with the controls revisions while waiting for major equipment arrival. Boilers are schedule to arrive later this month and will be installed upon arrival. Site work is scheduled for mid-August in preparation for the Chiller, which is scheduled to arrive around the first of September

### 3. Update on the Correctional Facility HVAC Project.

The new equipment is currently being shipped and now preparing to start the installation portion of the project. We met with the riggers last week to review the staging and rigging of the equipment into the space. Based on projected shipping we are looking to start the onsite installation by the week of 8/2/2021.

### 4. Other

- Received the 2020 Audit and will send this to the Commissioners. Auditors were asked to come to the Regular Commission Meeting on September 14th.
- Commissioner Parent would like to set a Special Meeting to reconsider two (2) items for the Airport. A Special Meeting will be set for Monday, July 26<sup>th</sup> at 8:30 A.M. via ZOOM.

**VIII. Other Business**

None

**IX. 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 4:52 P.M.

Respectfully submitted,

Wendy Galvin  
Administrative Assistant

**The Knox County Commission approved these minutes at their regular meeting  
held on August 10, 2021**