



**\$6 Million Ten-Year Fixed Rate Funding Bid Opening –**

Commissioner Baldacci opened up the \$6 Million Ten-Year Fixed Rate Funding Bids. All bids provided were on the basis of Lump Sum or "As Needed". The following five vendors submitted their bids by December 31, 2020 close of business deadline.

Bank	Rate
Bank of America	1.5069%
Camden National Bank	2.72%
First National Bank	1.95%
Machias Savings Bank	2.375%
Sterling National Bank	1.875%

Commissioner Sanborn made a motion to take these bids under advisement. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

**Administration Update –**

Administrator Erika Honey reported on the following:

- Following up on the two grievances that were heard by the Commission December 22
  - Grievance 162 (Disciplinary Action) – Commission felt that the Sheriff was justified in imposing discipline that was handed out. Commissioner Sanborn moved to deny that grievance. Commissioner Baldacci seconded the motion. Vote to deny passed 2-0. Commissioner Cushing abstaining.
  - GCN 164 (Holiday Pay) – Commissioner Sanborn moved to deny that grievance. Commissioner Baldacci seconded the motion. Vote to deny passed 2-0 with Commissioner Cushing abstaining.

After further discussion, it was agreed that a decision would not be made today as it is being worked on internally. If this grievance has not be resolved in 30 day, it will be reviewed again.

Commissioner Sanborn moved to withdraw her motion. Commissioner Baldacci seconded the motion. Vote to approve moved 2-0 with Commissioner Cushing abstaining.

- Director Honey reported that there will be two additional grievances at next week's meeting on January 12<sup>th</sup>.

**Administration Update – Continued:**

- EMA Deputy Director position closes this Friday and Administrator Honey and Director Nuding will be conducting interviews as soon as next Wednesday or Thursday.
- Administrator Honey reported on the Families First Act Coronavirus Response Act (FFACRA) and the Emergency Paid Sick Leave Act and Emergency Family and Medical Leave Expansion Act laws that became effective April 1, 2020. The Commissioners elected to extend these benefits to our employees.

FFACRA expired on December 31, 2020; however, organizations may elect to extend the Emergency Paid Sick leave to March 31, 2021 which provided employees up to 80 hours of paid sick time in the event the employee experience any COVID related types of incidences.

Commissioner Sanborn moved to approve to extend the expiration of FFACRA to March 31, 2021. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

- Effective January 1, Maine Earned Paid Leave Law was implemented. This law will need to be implemented into our contracts. Our non-union and part time employees will need to be covered by this new law. Commission Sanborn moved to approve the Maine Earned Paid Leave policy for Penobscot County. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.
- Administrator Honey reported that Penobscot County has a total of four confirmed cases of COVID. When the threshold of three active cases, we are required to contact Maine CDC and report those cases accordingly.
- Commissioner Sanborn moved to approve the warrants as presented. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.
- Payroll Change Notices signed for: Jesse McCombs and John Knappe – payroll changes
- Payroll Warrant to be approved for 12.31.2020: \$304,678.31
- Accounts Payable Warrant to be approved for 12.29.2020: \$33,338.54
- Accounts Payable Warrant to be approved for 01.05.2021: \$45,784.14
- Accounts Payable Warrant to be approved for 01.05.2021: \$15,671.94
- UT Warrant to be approved for 01.05.2021: \$ 111,690.71
- UT TIF Warrant to be approved for: NONE

Executive Session---Commissioner Cushing made a motion to go into Executive Session at 9:34 a.m., under 1 M.R.S.A. § 405 (6) (D) Contract Matter. Commissioner Sanborn seconded the motion. Vote to approved passed 3-0. Present were: Commissioners, Administrator Honey, Director Alexander, Treasurer Hiatt and Sheriff Morton. Session ended at 9:47 a.m.

**Meeting Adjourned-**

Executive Session---Commissioner Cushing made a motion to go into Executive Session at 9:48 a.m., under 1 M.R.S.A. § 405 (6) (D) Contract Matter. Commissioner Sanborn seconded the motion. Vote to approved passed 3-0. Present were: Commissioners, Administrator Honey, Director Alexander, Treasurer Hiatt and Sheriff Morton. Session ended at 10:00 a.m.

Executive Session---Commissioner Cushing made a motion to go into Executive Session at 10:00 a.m., under 1 M.R.S.A. § 405 (6) (D) Contract Matter. Commissioner Sanborn seconded the motion. Vote to approved passed 3-0. Present were: Commissioners, Administrator Honey, Director Alexander, and Treasurer Hiatt. Session ended at 10:09 a.m.

Executive Session---Commissioner Cushing made a motion to go into Executive Session at 10:10 a.m., under 1 M.R.S.A. § 405 (6) (A) Personnel Matter. Commissioner Sanborn seconded the motion. Vote to approved passed 3-0. Present were: Commissioners and Administrator Honey. Session ended at 10:24 a.m.

Commissioner Cushing moved to adjourn the meeting at 10:25 a.m. with no further business on the agenda. Commissioner Sanborn seconded the motion. Vote to approve passed 3-0.

**Certified By:**

\_\_\_\_\_  
Administrator, Erika Honey

\_\_\_\_\_  
Peter K. Baldacci, Chairman

\_\_\_\_\_  
Laura J. Sanborn, Commissioner

\_\_\_\_\_  
Andre E. Cushing, III, Commissioner

