

Office of

AUBURN SEWERAGE DISTRICT

Office Telephone # 784-6469

The regular monthly meeting of the Trustees of the Auburn Sewerage District will be held at the Auburn Sewerage District, 268 Court Street, on **Tuesday, November 19, 2019 at 4:00 P.M.**

AGENDA

1. Approve Minutes of Regular Meeting of October 15, 2019.
2. Financial Report Update - Tanya Dunn
3. Ratify Payment of Bills
4. Open Session
5. Activity Report - *Mike Broadbent*
6. New Business
 - 2020 Budget - Update
 - Project Update
Merrow Road Pump Station
 - LAWPCA Apportionment & Financials
7. Old Business
8. Adjourn Regular Meeting.

Upcoming: Sewer Trustee Meeting, December 17, 2019

Joint Budget Workshop December 18, 2019 5:15PM -5:30PM

Public Hearing followed by budget adoption December 18, 2019 5:30PM

Memo

To: Water & Sewerage District Trustees

From: Sid Hazelton, P.E., Superintendent

CC: Files

Date: 11/15/2019

Re: Discussion of November Agenda Items

Water Trustees

Financial Report Highlights

Water sales continue below budget and prior year. Gallons sold are 3.37% lower than last year through October. Our latest forecast shows us missing budget by almost \$100k. This is mostly revenue driven with water sales, jobbing, new services and miscellaneous all down. Expenses are forecasted to be at or just below budget for the year even though we were hit hard with fall paving and the unexpected Turner Street major main break. Capital work is coming to an end as winter approaches and we have spent close to 90% of our budget to date. Cash ended the month at only \$254k with forecast at \$394k at year end.

Water Quality Update

Lake turnover occurred on Friday November 8. In preparation for winter, the buoys have been removed, and the dock will be removed shortly. The lake quality is very good, and we do not appear to have the biomass that we experienced last November that resulted in aesthetic issues.

Project Updates

The Alum Treatment Project was completed on October 23. All sectors as originally planned were done.

The town of Poland is planning two water main extensions. One involves the extension of the water main on Rt 122 to serve the Old Castle facility, and the other is an extension of the main on Rt 26 to serve the Shaker Hill Nursery. The merits of these projects will be discussed.

Sewer Trustees

Financial Report Highlights

Total revenue year to date is \$14k ahead of budget and forecast is expecting revenue to be on budget for the year. New connections throughout the year and capacity charges are helping to offset the reduced industrial surcharges which are down due to lower TSS loads. Expenses are also favorable with lower labor (more capital work, less allocations), lower benefits (lower health expense, less allocations) and favorable LAWPCA variance due to receipt of prior year surplus refund. Capital will begin to slow down due to the weather and after completion of a difficult Merrow Road PS upgrade. All bond payments have now been made and cash is at \$1.3 million.

Project Update

The Merrow Road Pump Station Replacement Project is nearing completion, and the new station should be functional by the end of the week of November 18.

Cost Apportionment

Although the apportionment was adjusted from 63/37 to 65/35, the month of October continued to trend in our favor, with actual apportionment on 66.83/33.18. This resulted in a \$4,400 surplus in our favor.

October 15, 2019

The regular monthly meeting of the Trustees of the Auburn Sewerage District was held at the office of the Auburn Sewer District, 268 Court Street, on Tuesday, October 15, 2019 at 4:00pm.

Members present: Heidi McCarthy, Robert Cavanagh, Stephen Ness, Charles Sheehan and Raymond Fortier. Also present: Sid Hazelton , Superintendent, Michael Broadbent, Assistant Superintendent and Tanya Dunn, Office Manager/Finance Manager.

Absent: Andrew Titus

PRESENTATION FROM ATTORNEY JIM PROSS – TRUSTEE ROLES AND RESPONSIBILITIES- One of the important things he pointed out was that there is a need to comply with open government laws. The Charter and private laws may be affected by legislative laws to create uniformity. There are not a lot of laws that govern what a Trustee can and cannot do.

Liability does not rest with where to lay a water line but in the negligence of how we maintain the pipe

There is also help to determine what info you can or cannot release in a FOAA request. It is important to have defined rules on how we operate Trustee meetings.

On motion of Robert Cavanagh, seconded by Stephen Ness, it was voted: **To approve the minutes of the Regular Meeting of September 17, 2019.** Heidi McCarthy abstained from the vote.

FINANCIAL REPORT – Revenues are slightly down and expenses continue to be favorable. The cash on hand is \$1.2 million.

RATIFY PAYMENT OF BILLS

On motion of Charles Sheehan, seconded by Robert Cavanagh, it was unanimously voted: **To ratify the payment of bills in the amount of \$1,117,547.65 as shown on the printout dated September 1, 2019- September 30, 2019.**

OPEN SESSION – K C Geiger, Auburn Water District Trustee, was in attendance.

ACTIVITY REPORT - The Airport Project has been completed and the Green Turtle Station has been eliminated. The crews have been busy with the maintenance of lift station and station upgrades.

NEW BUSINESS

2020 BUDGET-SECOND DRAFT – The Social Security COLA will be 1.8%. Superintendent Hazelton entered a COLA of 1.6%. The projected health insurance increase is 10.5%. Superintendent Hazelton reached out to MMA whose rates will be available in late October. Many of the line items in the budget reflect a three year average. LAWPCA is projecting a 1% increase. The equipment and capital items are similar to this year. Two bond issues will be paid up this year.

PROJECT UPDATE –

MERROW ROAD PUMP STATION - The new electrical panel and wet well are in place.

We continue to eliminate I/I sources and are looking for financial support from the City of Auburn. Superintendent Hazelton met with Peter Crichton asking for \$64,000 to complete this effort.

CLEAN WATER ACT MASTER PLAN (CWAMP) UPDATE – Tighe & Bond Contract Extension -

The DEP had a number of questions concerning our report. Superintendent Hazelton is requesting approval to extend our contract with Tighe & Bond to answer those questions with our share of the engineering cost being \$8,000.

On motion of Charles Sheehan, seconded by Stephen Ness, it was unanimously voted: **To authorize the contract extension with Tighe & Bond to complete the report to the DEP.**

LAWPCA APPORTIONMENT & FINANCIALS - The cost apportionment continues to track slightly in the District's favor. We have set the apportionment at 65% Lewiston and 35% Auburn with the goal of having a 0 balance at year end.

OLD BUSINESS

PFAS/COMPOST FACILITY UPDATE - We are proceeding cautiously as we operate the compost facility as a Pilot Program for 6 months. A plan to close the bio filter has been submitted.

SUPERINTENDENT EVALUATION - The job description has been developed.

On motion of Charles Sheehan seconded by Raymond Fortier, it was unanimously voted: **To adjourn the meeting.**

Respectfully submitted,

. Diane Drinkwater

**AUBURN SEWERAGE DISTRICT
OPERATING STATEMENT - TRUSTEES' REPORT
TEN MONTHS ENDED OCTOBER 31, 2019**

	October	2019	Y-T-D THRU OCTOBER 2019		
	YTD - 2018	BUDGET	ACTUAL	BUDGET	VARIANCE
<u>REVENUES:</u>					
Metered Income	\$3,070,961	\$3,641,882	\$3,057,982	\$3,067,031	(\$9,049)
Industrial Surcharge	44,325	49,882	24,523	44,001	(19,478)
Shared Debt with City	41,392	41,392	41,392	34,493	6,899
Jobbing & Mdse. - NET	1,157	950	12,932	792	12,140
Sewer Assessments	15,961	20,863	13,543	17,386	(3,843)
Finance Charges	8,588	10,235	7,426	8,529	(1,103)
Interest Income	6,015	4,156	8,862	3,463	5,398
Industrial Treatment Sampling	42,000	50,400	42,000	42,000	0
Capacity Fees (SDS)	25,500	13,750	34,175	11,458	22,717
TOTAL REVENUES	3,255,899	3,833,510	3,242,834	3,229,154	13,680
			84.59%	83.33%	< Standard
<u>EXPENSES:</u>					
Payroll	330,572	482,616	357,517	400,664	(43,147)
Employee Benefits	172,762	251,060	193,137	209,217	(16,080)
Maint. of Sewers	78,612	64,755	50,224	53,963	(3,738)
Lift Stations	71,828	75,704	53,403	63,087	(9,684)
Maint. of Buildings	25,668	31,695	31,415	26,413	5,002
Maint. of Trucks	20,988	18,855	18,466	15,713	2,754
Office Expense	21,726	27,209	23,764	22,674	1,089
Collection Expense	(190)	236	29	197	(168)
General Expense	5,433	5,211	3,231	4,343	(1,111)
Insurance	44,630	53,818	45,579	44,848	731
Legal & Accounting Fees	23,723	29,012	25,285	24,177	1,108
Billing Expense	59,913	74,317	60,640	61,931	(1,291)
L.A.W.P.C.A.	1,477,066	1,907,285	1,549,947	1,589,404	(39,457)
SUB-TOTAL	2,332,731	3,021,773	2,412,636	2,516,628	(103,992)
Interest	69,775	74,982	64,068	62,485	1,583
TOTAL EXPENSES	2,402,506	3,096,755	2,476,704	2,579,113	(102,409)
			79.98%	83.33%	< Standard
Bonds - Principal Payments	507,045	552,833	511,440	460,694	50,746
SURPLUS FROM OPERATIONS	346,348	183,922	254,690	189,346	65,344

**AUBURN SEWERAGE DISTRICT
BALANCE SHEET
PERIOD ENDING - OCTOBER 31, 2019**

	10/31/2019	12/31/2018	10/31/2019	12/31/2018
Property, Plant and Equipment:				
Plant in Service	32,924,064.99	32,876,321.12	Equity Capital	16,330,445.39
Less: Accumulated Depreciation	(15,359,471.99)	(15,002,091.99)	Long Term Debt	3,421,001.56
	17,564,593.00	17,874,229.13	Volvo Excavator Financed	71,037.00
Construction Work In Progress	707,582.52	310,119.22		
Current Assets:			Current Liabilities:	
Cash	1,357,420.50	1,568,950.03	Current Portion of LTD	435,105.99
Accounts Receivable	301,977.03	295,004.16	Accounts Payable	102,904.99
Construction Assessments	13,883.31	17,614.34	Accrued Interest & Other	37,225.10
City of Auburn Debt	393,230.36	434,623.04	Customer Deposits	12,645.00
Inventory	53,313.16	51,815.86	Pre-Treatment Costs	8,400.00
PrePays	6,955.50	15,761.53	Accrued LAWPCA	60,972.68
Total Current Assets	2,126,779.86	2,383,768.96	Total Current Liabilities	657,253.76
Deferred Charges	21,362.17	36,620.87	Deferred Credits	0.00
Total Assets	20,420,317.55	20,604,738.18	Total Equity & Liabilities	20,604,738.18

AUBURN SEWER - FINANCIAL INFORMATION

Sewer Metered Revenue - Versus Budget

Month	2019	BUDGET	MTD Change	%	YTD Change	%
January	\$310,324.78	\$312,066.58	(\$1,741.80)	-0.56%	(\$1,741.80)	-0.56%
February	\$305,046.24	\$304,426.76	\$619.48	0.20%	(\$1,122.32)	-0.18%
March	\$307,788.07	\$308,292.37	(\$504.30)	-0.16%	(\$1,626.62)	-0.18%
April	\$316,370.96	\$314,814.02	\$1,556.94	0.49%	(\$69.68)	-0.01%
May	\$307,193.14	\$286,493.86	\$20,699.28	7.23%	\$20,699.60	0.97%
June	\$286,765.73	\$289,762.24	(\$2,996.51)	-1.03%	\$17,633.09	0.97%
July	\$310,317.13	\$329,702.53	(\$19,385.40)	-5.88%	(\$1,752.31)	-0.08%
August	\$302,980.51	\$301,963.80	\$1,016.71	0.34%	(\$735.61)	-0.03%
September	\$302,708.55	\$307,426.56	(\$4,718.01)	-1.53%	(\$5,453.61)	-0.20%
October	\$308,486.72	\$312,081.57	(\$3,594.85)	-1.15%	(\$9,048.46)	-0.30%
November	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00	-0.30%
December	\$0.00	\$0.00	\$0.00	#DIV/0!	(\$9,048.46)	-0.30%
Year-to-Date:	\$3,057,981.83	\$3,067,030.29				

Sewer Gross Payroll

Month	2019	Budget	MTD Change	%	YTD Change	%
January	\$44,489.60	\$40,218.00	\$4,271.60	10.62%	\$4,271.60	10.62%
February	\$33,541.20	\$40,218.00	(\$6,676.80)	-16.60%	(\$2,405.20)	-2.99%
March	\$30,911.11	\$40,218.00	(\$9,306.89)	-23.14%	(\$11,712.09)	-9.71%
April	\$38,853.29	\$40,218.00	(\$1,364.71)	-3.39%	(\$13,076.80)	-8.13%
May	\$28,810.28	\$40,218.00	(\$11,407.72)	-28.36%	(\$24,484.52)	-12.18%
June	\$29,769.45	\$40,218.00	(\$10,448.55)	-25.98%	(\$34,933.07)	-14.48%
July	\$36,083.98	\$40,218.00	(\$4,134.02)	-10.28%	(\$39,067.09)	-13.88%
August	\$36,263.92	\$40,218.00	(\$3,954.08)	-9.83%	(\$43,021.17)	-13.37%
September	\$36,147.15	\$40,218.00	(\$4,070.85)	-10.12%	(\$47,092.02)	-13.01%
October	\$49,062.03	\$40,218.00	\$8,844.03	21.99%	(\$38,247.99)	-9.51%
November	\$0.00	\$0.00	\$0.00	#DIV/0!	(\$38,247.99)	-9.51%
December	\$0.00	\$0.00	\$0.00	#DIV/0!	(\$38,247.99)	-9.51%
* 5 Pay Periods	\$363,932.01	\$402,180.00				

Sewer Metered Revenue - Versus Prior Year

Month	2019	2018	MTD Change	%	YTD Change	%
January	\$310,324.78	\$317,258.85	(\$6,934.07)	-2.19%	(\$6,934.07)	-2.19%
February	\$305,046.24	\$303,118.36	\$1,927.88	0.64%	(\$5,006.19)	-0.81%
March	\$307,788.07	\$302,865.46	\$4,922.61	1.63%	(\$83.58)	-0.01%
April	\$316,370.96	\$313,021.00	\$3,349.96	1.07%	\$3,266.38	0.26%
May	\$307,193.14	\$287,898.64	\$19,294.50	6.70%	\$22,560.88	1.48%
June	\$286,765.73	\$290,917.78	(\$4,152.05)	-1.43%	\$18,408.83	1.01%
July	\$310,317.13	\$325,764.49	(\$15,447.36)	-4.74%	\$2,961.47	0.14%
August	\$302,980.51	\$305,764.36	(\$2,783.85)	-0.91%	\$177.62	0.01%
September	\$302,708.55	\$312,991.08	(\$10,282.53)	-3.29%	(\$10,104.91)	-0.37%
October	\$308,486.72	\$311,361.37	(\$2,874.65)	-0.92%	(\$12,979.56)	-0.42%
November	\$0.00	\$0.00	\$0.00	#DIV/0!	(\$0.00)	-0.42%
December	\$0.00	\$0.00	\$0.00	#DIV/0!	(\$12,979.56)	-0.42%
Year-to-Date:	\$3,057,981.83	\$3,070,961.39				

Sewer Metered Gallons Sold

Month	2019	2018	MTD Change	%	YTD Change	%
January	40,242,116	41,204,941	(962,826)	-2.34%	(962,826)	-2.34%
February	43,527,100	42,801,233	725,867	1.70%	(236,959)	-0.28%
March	46,375,783	45,052,579	1,323,205	2.94%	1,086,246	0.84%
April	52,258,900	41,311,621	10,947,279	26.50%	12,033,525	7.06%
May	44,046,870	39,289,111	4,757,759	12.11%	16,791,284	8.01%
June	40,675,365	42,115,803	(1,440,439)	-3.42%	15,350,845	6.10%
July	39,902,899	45,247,709	(5,344,812)	-11.81%	10,006,033	3.37%
August	42,415,699	43,394,180	(978,481)	-2.25%	9,027,552	2.65%
September	44,471,772	46,493,421	(2,021,650)	-4.35%	7,005,903	1.81%
October	38,885,498	48,794,306	(9,908,808)	-20.31%	(2,902,906)	-0.67%
November	0	0	0	#DIV/0!	(2,902,906)	-0.67%
December	0	0	0	#DIV/0!	(2,902,906)	-0.67%
Year-to-Date:	432,802,000	435,704,906				

CUSTOMER ACCOUNTS RECEIVABLE

	Current	30 day	60 day	90 day	120 day	Finance Chgs	Other	Totals
Aging	200,326.28	45,857.49	12,969.24	7,170.17	24,933.13	2,503.08	0.00	293,759.39
October	68.2%	15.6%	4.4%	2.4%	8.5%	0.9%	0.0%	100.0%
September	198,646.20	40,461.74	11,053.51	8,835.03	21,759.74	2,513.29	0.00	283,269.51
August	187,433.77	40,031.36	17,399.70	11,531.91	25,733.92	2,622.25	0.00	284,752.91
July	196,333.25	41,282.40	18,501.18	10,776.37	24,735.19	3,247.39	(45.00)	294,830.78

SEWER Capital Spending Versus Budget

Capital Projects - 2018	Budget	YTD Actual	Variance
Valve Operator & Vacuum Unit	\$33,000	\$32,122	(\$878)
Purchase 2017 Volvo Excavator - \$145k	\$15,980	\$13,276	(\$2,704)
PLC Upgrades - Sewer Stations	\$25,850	\$24,968	(\$882)
SCADA PC Replacement	\$850	\$0	(\$850)
Generator - E2 Pump Station	\$32,000	\$47,939	\$15,939
Replace Push Camera	\$9,000	\$5,678	(\$3,323)
Front Office PC's	\$2,000	\$0	(\$2,000)
Server replacement	\$5,000	\$8,254	\$3,254
Equipment	\$123,680	\$132,236	\$8,556
Main - Replace 700' - Fern (Lake to Granite)	\$70,000	\$17,158	(\$52,842)
Main - Replace 700' - Shepley (Lake to Highland)	\$70,000	\$0	(\$70,000)
Main - Replace 650' - Fifth (Cooke to Broad)	\$65,000	\$0	(\$65,000)
Main - Replace 650' - Third (Roak to Gill)	\$65,000	\$0	(\$65,000)
Merrrow Road Pump Station	\$150,000	\$166,152	\$16,152
CSO Remediation Projects (I&I)	\$150,000	\$141,247	(\$8,753)
Projects	\$570,000	\$324,557	(\$245,443)
	\$693,680	\$456,793	(\$236,887)

Auburn Sewer District Accounts Payable Check Register October 1, 2019 thru October 31, 2019
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<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount</u>
5899	10/4/2019	9	Al's Auto & Truck Garage	9/11/2019	Electrical Repairs Truck #40 (2016 Ford F350)	1,168.99
						<u>1,168.99</u>
5900	10/4/2019	9	Constellation NewEnergy, Inc.	9/11/2019	Merrow Rd Accrued Power	20.07
5900	10/4/2019	9	Constellation NewEnergy, Inc.	9/11/2019	Lew Jct Rd Accrued Power	294.11
5900	10/4/2019	9	Constellation NewEnergy, Inc.	9/11/2019	River Station Accrued Power	235.93
5900	10/4/2019	9	Constellation NewEnergy, Inc.	9/12/2019	Moose Brook Accrued Power	288.73
						<u>838.84</u>
5901	10/4/2019	10	Eastern Fire Services, Inc.	9/20/2019	Calibrate Misc Expense-Buildings	125.00
5901	10/8/2019	9	Eastern Fire Services, Inc.	9/20/2019	Void - Rev prev Misc Expense-Buildings	-125.00
						<u>0.00</u>
5902	10/4/2019	9	Gagne & Sons	9/11/2019	Motar Mix Supplies - Mains - Mnt	27.28
						<u>27.28</u>
5903	10/4/2019	10	Gilman Electrical Supply	9/16/2019	Electrical Supplies Merrow Road PS Upgrades	179.22
5903	10/4/2019	10	Gilman Electrical Supply	9/17/2019	Electrical supplies Merrow Road PS Upgrades	569.28
5903	10/4/2019	10	Gilman Electrical Supply	9/26/2019	Strap Merrow Road PS Upgrades	13.45
5903	10/4/2019	10	Gilman Electrical Supply	9/26/2019	Elbow Merrow Road PS Upgrades	17.59
						<u>779.54</u>
5904	10/4/2019	9	Vantagepoint Transfer Agent-30	9/30/2019	304412 ICMA 457 Accrued Deferred Comp	1,600.96
						<u>1,600.96</u>

Auburn Sewer District Accounts Payable Check Register October 1, 2019 thru October 31, 2019
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<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount</u>
5905	10/4/2019	9	Vantagepoint Transfer Agent-1(9/30/2019	109636 ICMA 401 Employee Benefits	2,003.59
						<u>2,003.59</u>
5906	10/4/2019	9	Vantagepoint Transfer Agent-7(9/30/2019	705328 ICMA RothIRA Accrued IRA/ICMA	396.32
						<u>396.32</u>
5907	10/4/2019	9	Keller America Inc.	9/10/2019	Supplies Merrow Road PS Upgrades	706.39
						<u>706.39</u>
5908	10/4/2019	9	Kennebec Equip. Rental	9/16/2019	Nylon Straps Merrow Road PS Upgrades	104.85
						<u>104.85</u>
5909	10/4/2019	9	Martindale Associates, Inc.	9/11/2019	Radio Repair Expense - W3 - PS	370.00
						<u>370.00</u>
5910	10/4/2019	9	Petro's Ace Hardware	9/12/2019	Supplies Supplies - T&D - Ops	17.37
5910	10/4/2019	9	Petro's Ace Hardware	9/12/2019	Spray Paint Supplies - T&D - Ops	15.57
						<u>32.94</u>
5911	10/4/2019	9	Weston & Sampson	9/11/2019	Services thru 082319 I&I Study 2019	5,826.22
						<u>5,826.22</u>
5912	10/11/2019	10	Andros. Registry Of Deeds	10/11/2019	Release Liens Lien Release Fees	83.00
						<u>83.00</u>
5913	10/11/2019	10	Aroostook Fence Co.	9/25/2019	PVC Fence E-1 PROJECT 2019	1,375.00
						<u>1,375.00</u>
5914	10/11/2019	10	Auburn Water District	10/10/2019	Sept bills A/P - Due to AWD	28,345.68
						<u>28,345.68</u>
5915	10/11/2019	9	Constellation NewEnergy, Inc.	9/18/2019	Washington St Accrued Power	198.71
						<u>198.71</u>

Auburn Sewer District Accounts Payable Check Register October 1, 2019 thru October 31, 2019
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<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount</u>
5916	10/11/2019	9	Eastern Fire	9/20/2019	Calibrate Meter Misc Expense-Buildings	125.00
						<u>125.00</u>
5917	10/11/2019	10	Gilman Electrical Supply	10/4/2019	Supplies Expense - W6 - PS	44.93
5917	10/11/2019	10	Gilman Electrical Supply	10/7/2019	Couplings Merrow Road PS Upgrades	30.67
						<u>75.60</u>
5918	10/11/2019	10	Group Dynamic, Inc.	10/14/2019	HRA - Nov Employee Benefits	32.00
						<u>32.00</u>
5919	10/11/2019	9	Longchamps & Sons, Inc.	9/17/2019	Contracted work CSO-2019 CONTRACT	48,935.00
						<u>48,935.00</u>
5920	10/11/2019	10	E.J. Prescott, Inc.	9/19/2019	PVC, Coupling Airport Sewer Line Project	580.92
						<u>580.92</u>
5921	10/11/2019	9	Rent-It Of Maine, Inc.	9/17/2019	Bucket Rental Merrow Road PS Upgrades	271.32
						<u>271.32</u>
5922	10/11/2019	9	St Mary's Health System	10/1/2019	Respiratory Followup Employee Benefits	81.00
						<u>81.00</u>
5923	10/18/2019	10	Andros. Registry Of Deeds	10/18/2019	Release/Place Lien Release Fees	123.00
						<u>123.00</u>
5924	10/18/2019	10	Bob's Garage Inc.	10/3/2019	Move excavator Merrow Road PS Upgrades	516.80
						<u>516.80</u>
5925	10/18/2019	10	Constellation NewEnergy, Inc.	9/25/2019	Bradman St Accrued Power	116.04
						<u>116.04</u>
5926	10/18/2019	10	Gilman Electrical Supply	10/10/2019	Supplies Merrow Road PS Upgrades	169.56
						<u>169.56</u>

Auburn Sewer District Accounts Payable Check Register October 1, 2019 thru October 31, 2019
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<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount</u>
5927	10/18/2019	11	Maine Municipal Emp.Hlth.	10/10/2019	Nov-39021 Employee Benefits	30.00
5927	10/18/2019	11	Maine Municipal Emp.Hlth.	10/10/2019	Accrued Life Insurance	90.00
5927	10/18/2019	11	Maine Municipal Emp.Hlth.	10/10/2019	Accrued IPP Withheld	264.64
5927	10/18/2019	11	Maine Municipal Emp.Hlth.	10/10/2019	Accrued Dental	658.16
						<u>1,042.80</u>
5928	10/18/2019	9	E.J. Prescott, Inc.	9/24/2019	Pipe, Duct Cplg Airport Sewer Line Project	2,034.25
						<u>2,034.25</u>
5929	10/25/2019	10	Andros. Registry Of Deeds	10/25/2019	Sewer Lein Lien Release Fees	9.00
						<u>9.00</u>
5930	10/25/2019	9	Auburn Aggregates	9/27/2019	Crushed Stone Merrow Road PS Upgrades	1,115.71
5930	10/25/2019	9	Auburn Aggregates	9/30/2019	Concrete Stone Merrow Road PS Upgrades	560.92
						<u>1,676.63</u>
5931	10/25/2019	10	Chadwick-BaRoss	9/30/2019	Loader Rental Merrow Road PS Upgrades	5,200.00
						<u>5,200.00</u>
5932	10/25/2019	10	Constellation NewEnergy, Inc.	10/3/2019	Worthley Brook Accrued Power	231.74
						<u>231.74</u>
5933	10/25/2019	10	Fastenal Company	10/4/2019	Orange Fence, cable ties Merrow Road PS Upgrades	107.11
						<u>107.11</u>
5934	10/25/2019	10	L.A.W.P.C.A.	10/1/2019	Oct Operational Accrued - LAWPCA	88,753.00
						<u>88,753.00</u>
5935	10/25/2019	10	Longchamps & Sons, Inc.	10/4/2019	Gill St Patching Supplies - Misc Maintenance	979.05

Auburn Sewer District Accounts Payable Check Register October 1, 2019 thru October 31, 2019
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<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount</u>
						<u>979.05</u>
5936	10/25/2019	10	Maine Municipal Assoc.	10/1/2019	4th Installment Insurance - Workers Comp	1,517.85
						<u>1,517.85</u>
5937	10/25/2019	10	NITCO, LLC	10/4/2019	Air filters Merrow Road PS Upgrades	43.95
						<u>43.95</u>
5938	10/25/2019	10	Rent-It Of Maine, Inc.	10/4/2019	Bucket Rental Merrow Road PS Upgrades	199.32
						<u>199.32</u>
5939	10/25/2019	10	Spencer Group	10/21/2019	Patching Court St CSO-2019	1,995.92
						<u>1,995.92</u>
5940	10/25/2019	9	Weston & Sampson	10/4/2019	Service thru092719 I&I Study 2019	12,313.51
						<u>12,313.51</u>
<u>Grand Total</u>						<u>210,988.68</u>

10/31/2019

VENDOR	REF	AWD G/L #	ASD G/L #	Amount
Alere eScreen	misc distribution parts	1142-300	2675-600	\$ 64.00
Anthem	Oct health ins	1142-300	2604-000	\$ 12,856.64
Anthem	Oct health ins	1142-300	2241-070	\$ 2,072.79
City of Auburn	Sewer Repair to Barton St -our portion	1142-300	2675-600	\$ 1,586.50
Auburn Water District	shared employees benefit allocation	1142-300	2241-050	\$ (32.97)
Auburn Water District	shared employees benefit allocation	1142-300	2241-050	\$ (31.06)
Auburn Water District	shared employees benefit allocation	1604-000	2604-000	\$ 1,084.91
Auburn Water District	shared employees wage allocation	1685-000	2601-600	\$ 2,410.91
Auburn Water District	Group Dynamic HRA debits	1142-300	2604-000	\$ 80.73
Bisson Enterprises, Inc.	office cleaning	1142-300	2675-500	\$ 282.50
Budget Document Techonology	copier	1142-300	2675-800	\$ 131.23
Central Maine Power	power @ 268 Court Street	1142-300	2615-500	\$ 279.95
Central Maine Power	power @ 268 Court Street	1142-300	2615-800	\$ 139.96
Constellation NewEnergy	energy charge @ 268 Court Street	1142-300	2615-500	\$ 143.51
Constellation NewEnergy	energy charge @ 268 Court Street	1142-300	2615-800	\$ 71.75
Dig Safe System, Inc.	monthly bill	1142-300	2675-600	\$ 177.70
Dube Gravel	Crushed Stone - 100% sewer	1142-300	2620-600	\$ 648.00
Dube Gravel	Gravel, Loam etc	1142-300	2620-600	\$ 2,812.00
EH Wachs	valve maintenance trailer - ASD share	1142-300	2343-000	\$ 1,690.63
Fastenal	Batteries, Cable ties	1142-300	2620-500	\$ 46.55
Fastenal	Safety items and supplies	1142-300	2620-550	\$ 36.96
FirstLight	telephone service	1142-300	2676-800	\$ 174.13
Gilman	Ext cords	1142-300	2620-500	\$ 34.50
Gilman	electrical supplies	1142-300	2620-500	\$ 22.05
Go Daddy.com	website security	1142-300	2620-800	\$ 195.96
Hazelton, Sid	Oct. mileage	1142-300	2675-500	\$ 175.00
Home Depot	Shop Supplies	1142-300	2620-500	\$ 90.45
Home Depot	Braided Poly, Snaps	1142-300	2620-500	\$ 12.48
Lauren Olson	Web Design	1142-300	2675-800	\$ 400.00
Lauren Olson	Website - You tube	1142-300	2675-800	\$ 30.00
Maine State Retirement System	retirement contribution - health	1142-300	2604-000	\$ 351.79
Maine State Retirement System	retirement contribution - life	1142-300	2241-030	\$ 28.14
Maine Water Company	accounting services - Greg Leighton	1142-300	2632-800	\$ 1,500.00
NAPA	Shop Supplies	1142-300	2620-500	\$ 211.40
NAPA	#35 - Oil	1142-300	2650-123	\$ 20.08
NAPA	Battery trailer Jetter	1142-300	2677-000	\$ 63.55
Ness Oil	Gas cans	1142-300	2620-500	\$ 15.00
Ness Oil	gas and diesel-tk#37	1142-300	2650-124	\$ 116.45
Ness Oil	gas and diesel-tk#40	1142-300	2650-125	\$ 399.31
EJ Prescott	Credit returned items	1142-300	2105-915	\$ (2,360.54)
Petty Cash	Mileage/tolls/Office Supplies/Postage	1142-300	2675-500	\$ 156.41
Petty Cash	Merrow Road expense	1142-300	2105-922	\$ 62.89
Pine Tree Waste	bulk waste	1142-300	2675-500	\$ 93.10
Staples	HDMI Adapter	1142-300	2620-800	\$ 41.46
Staples	Office Supplies	1142-300	2620-800	\$ 67.32
Super Shoes	A. Farris - Clothing Allowance	1142-300	2604-000	\$ 205.94
Thayer	Qtrly contract	1142-300	2675-500	\$ 408.38
USA Bluebook	Service box rods	1142-300	2620-500	\$ 64.98
US Cellular	Oct cell phones	1142-300	2676-500	\$ 345.99
United Way	employee contribution	1142-300	2241-000	\$ 30.00
Unitil	268 Court Street	1142-300	2620-500	\$ 285.94
Unum	October life insurance	1142-300	2604-000	\$ 80.48
WB Mason	Sit/Stand mat; pen refills	1142-300	2620-800	\$ 167.88
WB Mason	Return Keyboard Platform	1142-300	2620-800	\$ (69.39)
WB Mason	Cleaning Supplies	1142-300	2620-500	\$ 58.89

\$ 30,033.21

AUBURN SEWERAGE DISTRICT
MONTHLY ACTIVITY REPORT
October 2019

MAINS

Location	Hrs.	Comments	OK	Plug	Main.	Misc.	New
Poland Rd Sewer Extension	60	Main was extended 160'					1
Hutchins Street	120	Clean Main			1		
Poland Rd	10	Cleaned mains			1		
Patten, Bolster	24	Cleaned Mains			1		
Windemere, Hampton	22	Cleaned Mains			1		
High Street	6	Cleaned mains			1		
Monthly Totals	6		0	0	5	0	1
2018 Monthly Totals	5		1	1	2	0	1
YTD Totals	100		9	3	73	6	9
2018 YTD Totals	23		19	0	7	5	9

MANHOLES

Location	Ck'd	Comments	OK	Cover	Misc.	Frame & Cover	New
Monthly Totals	0		0	0	0	0	0
2018 Monthly Totals	1		1	0	0	0	0
YTD Totals	23		1	6	7	9	0
2018 YTD Totals	12		4	1	9	68	8

SERVICES

Location	Ck'd	Comments	New	OK	Misc.	on owner
670 Turner Street, Marriot	1	Odor complaint, draining their pool				1
72 Wrights landing	1	Odor complaint				1
7 Parker Street	1	Service back-up				1
715 Poland Rd	1	New service inspection				1
Monthly Totals	4		0	0	0	4
2018 Monthly Totals	5		1	0	0	4
YTD Totals	31		2	4	0	25
2018 YTD Totals	2		2	12	1	23

LIFT STATIONS

Location	No.	Comments
Green Turtle Pumping Station	34	Station was officially abandoned
Bradman Station	12	PLC upgrade
Washington PS	10	PLC Upgrade
Evergreen PS	12	PLC upgrade
Merrow Rd PS	405	Install new station
Miller Street CSO checks	10	ok
W6-W7	10	Troubleshoot pump issues
E-2	2	Transformer failed
Winterized all stations	1	
River Station	4	P-2 Seal failure
Evergreen PS	6	Replaced station antenna
Bradman Station	2	Replaced float control
Monthly Totals	58	
2018 Monthly Totals	11	
YTD Totals	232	
2018 YTD Totals	141	

OVERFLOWS

Item	Comments
Monthly Totals	1
YTD Totals	1

WEATHER*

Month	Precipitation				Temperature				
	Snowfall (in.)	Total (in)		Normal Precip	Days of Precip.	Max. (°F)	Min. (°F)	Avg. (°F)	Dep. from Norm
January	18.4	4.81		3.16	9	29	10	20	2
February	15.5	2.84		3.04	12	32	11	22	1
March	13.0	1.41		4.14	7	39	17	28	-2
April	5.7	3.64		4.1	15	52	34	43	0
May	0.0	3.47		3.69	15	61	42	52	-3
June	0.0	3.68		3.96	14	74	52	63	-1
July	0.0	2.26		3.52	6	83	59	71	1
August	0.0	3.88		3.01	9	85	49		
September	0.0	0.88		3.71	9	84	29		
October	0.0	6.72		4.38	16	70	27		
November									
December									
YTD Totals	52.6	16.17		18.13	58				-2
2018 YTD Totals	74.5	13.3							

DIG SAFE

Month	Total	Contractors	MDOT	AHD	School Dept.	Lewiston Water	Consolidated comm.	AWD	CMP	ASD	GAS	MTA
January	25	9	0	0	0	0	0	5	9	0	2	0
February	18	8	0	0	0	0	0	3	6	0	1	0
March	43	26	1	0	1	0	0	4	7	1	2	1
April	122	73	0	16	0	2	0	11	5	0	15	0
May	147	109	3	1	0	1	0	5	11	0	17	0
June	157	83	2	35	0	1	0	3	14	0	14	5
July	141	68	3	31	0	0	0	7	10	0	19	3
August	170	69	10	36	0	0	0	1	9	0	43	2
September	124	70	2	23	0	0	0	2	13	0	13	1
October	136	82	1	30	0	0	0	1	9	0	12	1
November												
December												
YTD Totals	1083	597	22	172	1	4	0	42	93	1	138	13
2018 Totals	1163	568	42	163	1	3	0	60	153	3	151	19

DUTY FOREMAN CALLS

(Overtime)

Districts	Total	High/Low Pressure	Water Quality	Alarms	Sewer Service	Leak	Misc.	Locates	Hydrants	Meter	Fire Calls
Sewerage District	2			0	2	0	0	0	0	0	0
Water District	0		0	0				0	0	0	0
Monthly Totals	2	0	0	0	2	0	0	0	0	0	0
2018 Monthly Totals	8	0	0	3	0	3	2	0	0	0	0
YTD Totals	57	0	0	17	2	14	5	9	2	4	4
2018 YTD Totals	57	0	0	20	2	17	7	9	2	4	4

OTHER ACTIVITIES

1. Hazmat team, training exercise
2. Department of Labor Shape recertification
3. Winterize trailer jetter
- 4.
- 5.
- 6.

Lewiston - Auburn Water Pollution Control Authority											
Monthly Cost Apportionment Summary											
Cost Apportionment Summary - First Half of 2019											
Month	Lewiston Sewer Division Initial %	Initial \$	Op Data %	Op Data \$	Difference \$	Initial %	Auburn Sewerage District		Op Data %	Op Data \$	Difference \$
							Initial \$	Op Data %			
January	63.00%	\$159,755.46	61.68%	\$156,408.21	\$3,347.26	0.0	\$93,824.64	38.32%	\$97,171.89	(\$3,347.26)	0.0
February	63.00%	\$159,755.46	64.24%	\$162,899.86	(\$3,144.39)	0.0	\$93,824.64	35.76%	\$90,680.24	\$3,144.39	0.0
March	63.00%	\$159,755.46	64.84%	\$164,421.34	(\$4,665.87)	0.0	\$93,824.64	35.16%	\$89,158.76	\$4,665.87	0.0
April	63.00%	\$159,755.46	63.48%	\$160,972.65	(\$1,217.18)	0.0	\$93,824.64	36.52%	\$92,607.45	\$1,217.18	0.0
May	63.00%	\$159,755.46	62.82%	\$159,299.02	\$456.44	0.0	\$93,824.64	37.18%	\$94,281.08	(\$456.44)	0.0
June	63.00%	\$159,755.46	65.38%	\$165,790.67	(\$6,035.21)	0.0	\$93,824.64	34.62%	\$87,789.43	\$6,035.21	0.0
Six Month Adjustment			63.74%		(\$11,258.96)			36.26%		\$11,258.96	0.0
Cost Apportionment Summary - Second Half of 2019											
Month	Lewiston Sewer Division Initial %	Initial \$	Op Data %	Op Data \$	Difference \$	Initial %	Auburn Sewerage District		Op Data %	Op Data \$	Difference \$
							Initial \$	Op Data %			
July	63.00%	\$152,139.20	65.69%	\$158,635.30	(\$6,496.10)	0.0	\$89,351.59	34.31%	\$82,855.49	\$6,496.10	0.0
August	63.00%	\$152,139.20	63.31%	\$152,887.82	(\$748.62)	0.0	\$89,351.59	36.69%	\$88,602.97	\$748.62	0.0
September	63.00%	\$152,139.20	64.44%	\$155,616.67	(\$3,477.47)	0.0	\$89,351.59	35.56%	\$85,874.12	\$3,477.47	0.0
October	65.00%	\$156,969.01	66.82%	\$161,364.15	(\$4,395.13)	0.0	\$84,521.78	33.18%	\$80,126.64	\$4,395.13	0.0
November	65.00%	\$156,969.01	67.00%	\$161,798.83	(\$4,829.82)	0.0	\$84,521.78	33.00%	\$79,691.96	\$4,829.82	0.0
December	65.00%	\$156,969.01	65.53%	\$158,248.91	(\$1,279.90)	0.0	\$84,521.78	34.47%	\$83,241.88	\$1,279.90	0.0
Six Month Total Adj			65.47%		(\$21,227.04)			34.54%		\$21,227.04	0.0
Average to date			64.270%					35.730%			0.0
Adjustments to date					(\$26,376.28)					\$26,376.28	0.0
Average / Adjustments year end			64.60%		(\$32,486.00)			35.40%		\$32,486.00	0.0

Data shown in smaller italicized font are 2018 data used for illustration purposes. Data on this summary sheet applies to operations cost only, capital expenses are apportioned on a yearly basis and determined by the final year end apportionment for the previous year.