

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, October 15, 2019 at 4:00 P.M.**

AGENDA

1. Presentation from Attorney Jim Pross:
Trustee Roles and Responsibilities
2. Approve Minutes of Regular Meeting of September 17, 2019.
3. Financial Report Update - Tanya Dunn
4. Ratify Payment of Bills
5. Open Session
6. Activity Report - *Mike Broadbent*
7. New Business
 - 2020 Budget - Second Draft
 - Project Update
Progress on Separation Projects
Morrow Road Pump Station
 - Clean Water Act Master Plan (CWAMP) Update
- Tighe & Bond Contract Extension
 - LAWPCA Apportionment & Financials
8. Old Business
 - PFAS/Compost Facility Update
9. Adjourn Regular Meeting.

Upcoming:

Joint Budget Workshop, November 6, 2019 4:00PM
Joint Budget Workshop, November 13, 2019 4:00PM
Sewer Trustee Meeting, November 19, 2019 4:00PM

Memo

To: Water & Sewerage District Trustees
From: Sid Hazelton, P.E., Superintendent
CC: Files
Date: 10/11/2019
Re: Discussion of October Agenda Items

Water Trustees

Financial Report Highlights

Water sales are down \$45k or 2.29% from budget. Gallons sold is down 2.68% from prior year. Other revenue items are off due to less main extensions, new services and timing of the quarterly billing to Lewiston. We had a large main break on Turner Street with monthly expense around \$25k, mostly from pavement restoration. Capital project work is focused on the Poland Road main replacement. Cash ended the month at \$786k and forecast is showing we will miss budget and end with cash around \$450k.

Water Quality Update

The cold nights and shorter days have been a good thing for water quality. Turbidity remains low, and dissolved oxygen is good. Secchi disk readings have been in the 8-9 meter range as well. We have noticed some golden algae species in the water, which is typical of late fall conditions.

Project Updates

With the exception of paving, the Poland Road Water Main Replacement Project has been completed.

We resumed the Alum Treatment Project on October 3, and hope to complete it the week of the 14th.

Sewer Trustees

Financial Report Highlights

Overall sewer revenue is down from budget by \$9k due mostly to the reduced industrial surcharges from lower TSS loads. Expenses remain favorable with lower labor and associated benefits. We did receive the 2018 surplus from LAWPCA in September which lowered that expense line by \$39k. We paid our last payment on the 2003 bond that had refinanced higher cost bonds from prior years. Capital work remained focused on the Merrow Road PS upgrades and ongoing I&I/CSO work. Cash ended the month at \$1.3 million and we expect to be in that area at year end.

Project Update

We are installing the Merrow Road Pump Station. Given the shallow depth to ground water, we contracted with T- Buck construction to install sheet piling. This method will provide a save work zone, and avoid extensive excavation.

We continue to eliminate I/I sources into our sanitary sewer system, and recently reached out to the City of Auburn for financial support of our efforts.

Cost Apportionment

Last month we modified the cost apportionment from 63/37 to 65/35. This should help to even out the surplus we have been experiencing.

September 17,2019

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, September 17, 2019 at 4:00pm.

Members present: Robert Cavanagh, Stephen Ness, Charles Sheehan and Andrew Titus, Mayor's Representative. Also present: Sid Hazelton , Superintendent, Michael Broadbent, Assistant Superintendent and Tanya Dunn, Office Manager/Finance Manager.

Absent: Raymond Fortier, Heidi McCarthy

PRESENTATION FROM ATTORNEY JIM PROSS – TRUSTEE ROLES AND RESPONSIBILITIES- Due to the absence of some of the Trustees , Superintendent Hazelton postponed the presentation.

On motion of Charles Sheehan, seconded by Robert Cavanagh, it was unanimously voted: **To approve the minutes of the Regular Meeting of August 20, 2019.**

FINANCIAL REPORT – Revenues overall are close to budget. Expenses are favorable. The cash on hand is a little over \$2 million.

RATIFY PAYMENT OF BILLS

On motion of Robert Cavanagh, seconded by Charles Sheehan, it was unanimously voted: **To ratify the payment of bills in the amount of \$274,683.25 as shown on the printout dated August 1, 2019- August 31, 2019.**

OPEN SESSION – K C Geiger, Auburn Water District Trustee, and Mary Sylvester, Auburn Water District Trustee/President were in attendance. Mary Sylvester spoke about the meeting the water trustees had with Jim Pross (attorney). It was decided that a job description needed to be established prior to developing an evaluation form. It is hopeful that both boards can arrive at the same place. The evaluation should be reviewed semi-annually or annually. Mary Sylvester will forward the information to the sewer trustees for review.

ACTIVITY REPORT - The crew has been busy with the cleaning of sewer mains. There has not been a lot of street paving this construction season so the sewer crew did not have to raise manholes. The PLC Upgrades have been completed at the East and West side sewer lift stations. We continue to investigate and prioritize the repair of defects identified by Weston & Sampson which are mainly roof drains and public/private catch basins that are still connected to the sanitary system.

NEW BUSINESS

2020 BUDGET-FIRST DRAFT - There are a lot of variables that could change the budget as we get closer to year end. The compost facility is back in operation on a 6 month trial basis. To landfill is costly and would be our last resort.

As for the COLA, Superintendent Hazelton will poll other districts. Some Trustees mentioned that we need to reward and retain our good employees.

UPDATED WEBSITE - The website can host all our videos. It will be live after the Water District meeting.

PROJECT UPDATE – The smoke testing has been completed. A report is forthcoming. The W-2 generator issues have been resolved. The E-1 generator has been installed and waiting on the fencing. The abandoning of the Green Turtle pump station is to be done in-house. The new water piping on Poland Road has been completed. The water crew will move on to Merrow Road to install the new Merrow Road Pump Station.

On motion of Charles Sheehan, seconded by Robert Cavanagh, it was unanimously it was voted: **To appropriate \$41,000 from Capital Funds to complete the Airport Project with the work to be completed by Longchamps & Sons.**

PROGRESS ON SEPARATION PROJECTS – Several roof drains need to be eliminated which have a huge impact on CSO 005. We need to establish a cost and discuss options for resolution. The CSO needs to be closed by 2022. Our hope is to negotiate with the property owners to pay some of the cost of remediation.

CLEAN WATER ACT MASTER PLAN (CWAMP) UPDATE – The report had some questions that Superintendent Hazelton answered and sent to Tighe & Bond.

LAWPCA APPORTIONMENT & FINANCIALS - The cost apportionment continues to track slightly in the District's favor. We are \$18,500 in the black. We have set the apportionment at 65% Lewiston and 35% Auburn for the next three months to get the Auburn surplus down by year end.

OLD BUSINESS

PFAS/COMPOST FACILITY UPDATE - As part of a 6-month Pilot Program the compost facility will operate without odor control. The composting happens after going through the digester resulting in less odor. We hope to get back to land application.

BUDGET WORKSHOPS – We are waiting to get more concrete info on the health plans. The time and date of the workshops can be set at the October meeting.

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

Respectfully submitted,

Diane Drinkwater

**AUBURN SEWERAGE DISTRICT
OPERATING STATEMENT - TRUSTEES' REPORT
NINE MONTHS ENDED SEPTEMBER 30, 2019**

	September	2019	Y-T-D THRU SEPTEMBER 2019		
	YTD - 2018	BUDGET	ACTUAL	BUDGET	VARIANCE
<u>REVENUES:</u>					
Metered Income	\$2,759,600	\$3,641,882	\$2,749,495	\$2,754,949	(\$5,454)
Industrial Surcharge	40,549	49,882	21,821	40,253	(18,432)
Shared Debt with City	20,696	41,392	20,696	31,044	(10,348)
Jobbing & Mdse. - NET	528	950	15,533	713	14,821
Sewer Assessments	14,271	20,863	8,879	15,647	(6,769)
Finance Charges	7,785	10,235	6,719	7,676	(957)
Interest Income	5,536	4,156	8,182	3,117	5,065
Industrial Treatment Sampling	37,800	50,400	37,800	37,800	0
Capacity Fees (SDS)	20,250	13,750	22,925	10,313	12,613
TOTAL REVENUES	2,907,015	3,833,510	2,892,050	2,901,512	(9,461)
			75.44%	75.00%	< Standard
<u>EXPENSES:</u>					
Payroll	294,624	482,616	318,133	355,134	(37,001)
Employee Benefits	155,616	251,060	172,293	188,295	(16,002)
Maint. of Sewers	60,267	64,755	43,060	48,566	(5,506)
Lift Stations	63,132	75,704	49,357	56,778	(7,421)
Maint. of Buildings	23,450	31,695	28,402	23,771	4,630
Maint. of Trucks	19,469	18,855	17,652	14,141	3,511
Office Expense	19,426	27,209	22,413	20,407	2,006
Collection Expense	(212)	236	(186)	177	(363)
General Expense	5,388	5,211	3,168	3,908	(740)
Insurance	39,577	53,818	40,583	40,364	220
Legal & Accounting Fees	21,348	29,012	22,780	21,759	1,021
Billing Expense	54,635	74,317	56,473	55,738	735
L.A.W.P.C.A.	1,338,457	1,907,285	1,391,007	1,430,464	(39,457)
SUB-TOTAL	2,095,177	3,021,773	2,165,136	2,259,502	(94,366)
Interest	64,679	74,982	59,833	56,237	3,597
TOTAL EXPENSES	2,159,856	3,096,755	2,224,969	2,315,738	(90,769)
			71.85%	75.00%	< Standard
Bonds - Principal Payments	507,045	552,833	511,440	414,625	96,815
SURPLUS FROM OPERATIONS	240,114	183,922	155,641	171,149	(15,508)

Auburn Sewer District Accounts Payable Check Register September 1, 2019 thru September 30, 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>
5865	9/6/2019	8	Constellation NewEnergy, Inc.	8/16/2019	Washington St Accrued Power	175.96
						<u>175.96</u>
5866	9/6/2019	8	Easy Rent All Corp	8/13/2019	Excavator Rental E-1 PROJECT 2019	2,868.30
						<u>2,868.30</u>
5867	9/6/2019	8	Fortier's Locksmith	8/12/2019	Lock E-1 PROJECT 2019	20.34
						<u>20.34</u>
5868	9/6/2019	8	Vantagepoint Transfer Agent-30	8/31/2019	304412 ICMA 457 Accrued Deferred Comp	1,476.87
						<u>1,476.87</u>
5869	9/6/2019	8	Vantagepoint Transfer Agent-10	8/31/2019	109636 ICMA 401 Employee Benefits	1,998.80
						<u>1,998.80</u>
5870	9/6/2019	8	Vantagepoint Transfer Agent-70	8/31/2019	705328 ICMA Roth Accrued IRA/ICMA	398.49
						<u>398.49</u>
5871	9/13/2019	9	Auburn Water District	8/31/2019	Aug chgs A/P - Due to AWD	34,433.08
						<u>34,433.08</u>
5872	9/13/2019	8	Constellation NewEnergy, Inc.	8/23/2019	Bradman St Accrued Power	100.18
						<u>100.18</u>
5873	9/13/2019	8	Gagne & Sons	8/23/2019	Mortar mix Supplies - Mains - Mnt	27.28
						<u>27.28</u>
5874	9/13/2019	9	Gilman Electrical Supply	9/6/2019	Wirecon Merrow Road PS Upgrades	99.67
						<u>99.67</u>
5875	9/13/2019	9	Group Dynamic, Inc.	9/13/2019	HRA Employee Benefits	32.00
						<u>32.00</u>
5876	9/13/2019	8	J.F. McDermott Corp	8/23/2019	Telegraph Spoon Truck #37 (2015 GMC Sierra)	195.00

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						<u>195.00</u>
5877	9/13/2019	8	City of Lewiston	8/15/2019	CSO Thru 6/2019 CSO-MASTER PLAN	11,841.41
						<u>11,841.41</u>
5878	9/13/2019	8	Maine Municipal Bond Bank	8/12/2019	Dist 2009FS Accrued Interest	1,670.62
5878	9/13/2019	8	Maine Municipal Bond Bank	8/12/2019	Dist 2004FS Accrued Interest	5,702.20
5878	9/13/2019	8	Maine Municipal Bond Bank	8/12/2019	Bonds - 2004FS - Principal	67,902.23
5878	9/13/2019	8	Maine Municipal Bond Bank	8/12/2019	Dist 2001FSFR Accrued Interest	4,808.89
5878	9/13/2019	8	Maine Municipal Bond Bank	8/12/2019	Bonds - 2001FS - Principal	84,263.00
						<u>164,346.94</u>
5879	9/13/2019	9	Power Products, Inc.	8/20/2019	Replace worn fuel lines Expense-Worthley Brook PS	1,084.00
						<u>1,084.00</u>
5880	9/13/2019	8	Rent-It Of Maine, Inc.	8/21/2019	Excavator Rent Expense- W2 - PS	396.87
						<u>396.87</u>
5881	9/13/2019	8	US Bank Corporate Trust Bosto	8/16/2019	2017 Series B Bonds - 2017 - Principal	50,000.00
5881	9/13/2019	8	US Bank Corporate Trust Bosto	8/16/2019	Accrued Interest	13,801.00
5881	9/13/2019	9	US Bank Corporate Trust Bosto	8/29/2019	2003A Bonds - 2003A - Principal	53,346.89
5881	9/13/2019	9	US Bank Corporate Trust Bosto	8/29/2019	2003A Accrued Interest	821.84
5881	9/13/2019	9	US Bank Corporate Trust Bosto	8/29/2019	2003C Bonds - 2003C - Principal	43,334.19
5881	9/13/2019	9	US Bank Corporate Trust Bosto	8/29/2019	2003C Accrued Interest	2,283.13

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						<u>163,587.05</u>
5882	9/13/2019	9	St Mary's Health System	9/3/2019	Respiratory Clearance Employee Benefits	78.00
						<u>78.00</u>
5883	9/20/2019	9	Andros. Registry Of Deeds	9/20/2019	Deed Registry Lien Release Fees	22.00
						<u>22.00</u>
5884	9/20/2019	9	Auburn Water District	9/11/2019	Annual Meter Reads Misc Accrued Other	50,000.00
						<u>50,000.00</u>
5885	9/20/2019	9	Automation Direct	9/3/2009	Rail Mount, Fuse Holders Merrow Road PS Upgrades	162.00
						<u>162.00</u>
5886	9/20/2019	9	Easy Rent All Corp	8/1/2019	Excavator, Trlr ROYAL OAKS ACCESS RD-201	720.00
						<u>720.00</u>
5887	9/20/2019	8	Gagne & Sons	8/26/2019	Shovel Truck #37 (2015 GMC Sierra)	26.89
5887	9/20/2019	8	Gagne & Sons	8/26/2019	Road Barrier Supplies - Mains - Mnt	231.00
						<u>257.89</u>
5888	9/20/2019	8	K. L. Jack & Co., Inc.	8/30/2019	Saw blades CSO-2019	403.06
						<u>403.06</u>
5889	9/20/2019	8	L.A.W.P.C.A.	8/27/2019	2001 LTD Accrued - LAWPCA	48,995.13
5889	9/20/2019	8	L.A.W.P.C.A.	8/27/2019	2005 LTD Accrued - LAWPCA	43,493.43
5889	9/20/2019	8	L.A.W.P.C.A.	8/27/2019	LTD 2008 Accrued - LAWPCA	25,264.02
5889	9/20/2019	8	L.A.W.P.C.A.	8/27/2019	2010 LTD Accrued - LAWPCA	57,526.89
5889	9/20/2019	8	L.A.W.P.C.A.	8/27/2019	2011 LTD Accrued - LAWPCA	310,993.28

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5889	9/20/2019	8	L.A.W.P.C.A.	8/27/2019	LTD 2015 Accrued - LAWPCA	704.05
						<u>486,976.80</u>
5890	9/20/2019	10	Maine Municipal Emp.Hlth.	9/11/2019	Oct-Policy39021 Employee Benefits	30.00
5890	9/20/2019	10	Maine Municipal Emp.Hlth.	9/11/2019	Accrued Life Insurance	90.00
5890	9/20/2019	10	Maine Municipal Emp.Hlth.	9/11/2019	Accrued IPP Withheld	264.64
5890	9/20/2019	10	Maine Municipal Emp.Hlth.	9/11/2019	Accrued Dental	658.16
						<u>1,042.80</u>
5891	9/20/2019	9	Superior Concrete	8/28/2019	Special precast Merrow Road PS Upgrades	67,250.00
						<u>67,250.00</u>
5892	9/20/2019	8	Tessco Inc	8/30/2019	Antenna Expense-W Crestwood PS	788.94
						<u>788.94</u>
5893	9/27/2019	9	Constellation NewEnergy, Inc.	9/5/2019	Worthley Brook Accrued Power	284.43
						<u>284.43</u>
5894	9/27/2019	9	Kennebec Equip. Rental	9/4/2019	Drill & Core bit CSO-2019	275.00
						<u>275.00</u>
5895	9/27/2019	9	L.A.W.P.C.A.	9/3/2019	Sept Operational Accrued - LAWPCA	93,824.60
						<u>93,824.60</u>
5896	9/27/2019	9	McMaster-Carr Supply Co.	9/16/2019	Washdown plug Merrow Road PS Upgrades	64.21
						<u>64.21</u>
5897	9/27/2019	8	Petro's Ace Hardware	8/30/2019	IceMelt Flake CSO-2019	95.96
						<u>95.96</u>

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5898	9/27/2019	9	Rent-It Of Maine, Inc.	9/4/2019	Excavator/Bucket CSO-2019	1,122.50
						<u>1,122.50</u>
<u>Grand Total</u>						<u>1,086,450.43</u>

VENDOR	REF	AWD G/L #	ASD G/L #	Amount
American Messaging	Pagers 9/1/19-11/30/19	1142-300	2675-600	\$147.45
American Messaging	Shipping charges - pager	1142-300	2675-600	\$17.98
Anthem	Sept health ins	1142-300	2604-000	\$ 10,464.71
Anthem	Sept health ins	1142-300	2241-070	\$ 1,846.71
Auburn Water District	shared employees benefit allocation	1604-000	2604-000	\$ 877.75
Auburn Water District	shared employees wage allocation	1685-000	2601-600	\$ 1,950.57
Auburn Water District	Group Dynamic HRA debits	1142-300	2604-000	\$ 208.77
Beltone Answering Service	answering service	1142-300	2675-800	\$ 27.50
Beltone Answering Service	answering service - panic buttons	1142-300	2675-800	\$ 4.98
Bisson Enterprises, Inc.	office cleaning	1142-300	2675-500	\$ 565.00
Budget Documanet Technology	Sept Copier Rent	1142-300	2675-800	\$ 102.87
Central Maine Power	power @ 268 Court Street	1142-300	2615-500	\$ 197.18
Central Maine Power	power @ 268 Court Street	1142-300	2615-800	\$ 98.58
Constellation NewEnergy	energy charge @ 268 Court Street	1142-300	2615-500	\$ 187.90
Constellation NewEnergy	energy charge @ 268 Court Street	1142-300	2615-800	\$ 93.94
Corson GIS Solutions	Jun - Aug host Fees	1142-300	2675-800	\$ 300.00
Corson GIS Solutions	Development; Application advancements	1142-300	2675-800	\$ 540.00
Curry Printing	Doorhangers	1142-300	2620-640	\$ 50.36
Easy rental All	Awnings - Measuring of the Lake	1142-300	2685-000	\$ 125.00
Fastenal	Shop Supplies	1142-300	2620-500	\$ 35.26
FirstLight	telephone service	1142-300	2676-800	\$ 173.64
Hammond Lumber	Dow Pro G&C Foam	1142-300	2620-500	\$ 94.44
Hazelton, Sid	Sept mileage	1142-300	2675-500	\$ 175.00
Home Depot	lumber - E-1 generator	1142-300	2105-927	\$ 65.76
Home Depot	Wasp spray/ Drano	1142-300	2620-500	\$ 11.47
Home Depot	Bench Grinder	1142-300	2620-500	\$ 6.24
Lauren Olson	Web Design	1142-300	2675-800	\$ 80.00
City of Lewiston	wages and benes - Dan Rodrigue -Sept	1142-300	2601-600	\$ 1,756.81
City of Lewiston	wages and benes - Dan Rodrigue -Sept	1142-300	2604-000	\$ 176.97
City of Lewiston	wages and benes - Dan Rodrigue -Sept	1142-300	2658-000	\$ 98.83
City of Lewiston	wages and benes - Dan Rodrigue -August	1142-300	2601-600	\$ 1,701.96
City of Lewiston	wages and benes - Dan Rodrigue -August	1142-300	2604-000	\$ 176.97
City of Lewiston	wages and benes - Dan Rodrigue -August	1142-300	2658-000	\$ 98.83
Maine I.T.	Sept IT Services	1142-300	2675-800	\$ 760.00
Maine State Retirement System	retirement contribution - health Sept	1142-300	2604-000	\$ 24.64
Maine State Retirement System	retirement contribution - life Sept	1142-300	2241-030	\$ 28.14
Maine Water Company	accounting services - Greg Leighton	1142-300	2632-800	\$ 1,500.00
My Motif	Web Hosting JUL/AUG/SEP	1142-300	2675-800	\$ 75.00
Ness Oil	gas and diesel tk #35	1142-300	2650-123	\$ 832.60
Ness Oil	gas and diesel tk #37	1142-300	2650-124	\$ 239.38
Overhead Door Company	Door Parts & Service	1142-300	2675-500	\$ 262.43
Pine Tree Waste	bulk waste	1142-300	2675-500	\$ 88.11
Shredding on site	Bin Rental	1142-300	2675-800	\$ 5.00
Spencer Group	Maintenance Patching	1142-300	2620-650	\$ 137.25
Staples	Copier Paper	1142-300	2620-800	\$ 43.49
Staples	Scada Computer	1142-300	2620-800	\$ 108.98
U.S. Cellular	cell phones - Sept	1142-300	2676-500	\$ 342.68
United Way	employee contributions	1142-300	2241-000	\$ 24.00
U.S. Cellular	lpad for vac truck	1142-300	2628-800	\$ 499.00
Unitil	268 Court Street	1142-300	2620-500	\$ 91.95
Unitil	268 Court Street	1142-300	2620-500	\$ 116.05
Unum	Sept life insurance	1142-300	2604-000	\$ 90.54
UPSTel	RMA Telewave	1142-300	2620-500	\$ 39.00
WB Mason	Clenaing supplies	1142-300	2620-500	\$ 173.56
Walmart	Misc Office supplies	1142-300	2620-800	\$ 36.80
WB Mason	Misc Office supplies	1142-300	2620-800	\$ 37.55
WB Mason	Toner, dry erase Board	1142-300	2620-800	\$ 134.68
WB Mason	Toner	1142-300	2620-800	\$ 125.17
WB Mason	Envelopes	1142-300	2620-800	\$ 23.70
WB Mason	Trash Bags	1142-300	2620-500	\$ 25.95
WB Mason	AP Self inking Stamp	1142-300	2620-800	\$ 20.60

\$28,345.68

AUBURN SEWERAGE DISTRICT

MONTHLY ACTIVITY REPORT

September 2019

MAINS

Location	Hrs.	Comments	OK	Plug	Main.	Misc.	New
Airport Project	52	Re-lay gravity sewer					1
Merrow Rd Pumping Station	114	Install new Station					1
I & I investigation	18	Work With Weston & Sampson			1		
2019 Separation Projects	52	Blackmer, 268 Court Street					1
27 Goodrich	12	camera and investigate sink hole	1				
Court Street @ Joslyn	2	investigate damage claim	1				
Jordan Ave	12	Cleaned Mains			1		
Towle, Lafayette, Ror	22	Cleaned Mains			1		
Roy Glendale, Pride	16	Cleaned Mains			1		
Candia, Garden Circle, Dee St	16	Cleaned Mains			1		
Towle Street	8	Camera Main			1		
Beckett, Enfield, Kylseth	16	Cleaned Mains			1		
Flanders, Ipswich, So. Main	16	Cleaned Mains			1		
Monthly Totals	13		2	0	8	0	3
2018 Monthly Totals	11		2	0	5	3	1
YTD Totals	94		9	3	68	6	8
2018 YTD Totals	23		18	0	5	5	8

MANHOLES

Location	Ck'd	Comments	OK	Cover	Misc.	Frame & Cover	New
Washington North	2	Repaired manhole				1	
Hutchins Street	2	Sewer Cover missing				1	
Great Falls Plaza	4	Repair sink hole				1	
Monthly Totals	3		0	0	0	3	0
2018 Monthly Totals	39		0	0	0	39	0
YTD Totals	23		1	6	7	9	0
2018 YTD Totals	12		3	1	9	68	8

SERVICES

Location	Ck'd	Comments	New	OK	Misc.	on owner
15 Evergreen	2	Odor complaint		1		
Monthly Totals	2		0	1	0	0
2018 Monthly Totals	4		0	1	0	3
YTD Totals	27		2	4	0	21
2018 YTD Totals	2		1	12	1	20

LIFT STATIONS

Location	No.	Comments
All Stations	56	Station inspections
E-1 Generator Install	2	Wrap up project
Monthly Totals	58	
2018 Monthly Totals	8	
YTD Totals	174	
2018 YTD Totals	130	

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									
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												
November												
December												
YTD Totals	947	515	21	142	1	4	0	41	84	1	126	12
2018 Totals	1015	505	21	133	1	3	0	52	149	3	132	16

DUTY FOREMAN CALLS

(Overtime)

Districts	Total	High/Low Pressure	Water Quality	Alarms	Sewer Service	Leak	Misc.	Locates	Hydrants	Meter	Fire Calls
Sewerage District	1			0	1	0	0	0	0	0	0
Water District	6	1	0	0		2	3	0	0	0	0
Monthly Totals	7	1	0	0	1	2	3	0	0	0	0
2018 Monthly Totals	4	0	0	0	1	0	1	0	1	0	1
YTD Totals	57	0	0	17	2	14	5	9	2	4	4
2018 YTD Totals	52	0	0	15	2	13	3	9	2	4	4

OTHER ACTIVITIES

1. Video Ground water well for LAWPCA
2. Calibrate confined space meters
3. Truck 37 maintenance
4. Department of Labor inspection
- 5.
- 6.

	Actual 2017	Actual 2018	Budget 2019	PROJECTED 2019	BUDGET 2020	Notes
Metered Sales - Residential	\$2,240,083	\$2,189,373	\$2,210,793	\$2,210,793	\$2,210,793	Assumes 0% increase from Growth/Usage
Metered Sales - Commercial	774,006	798,086	788,099	788,099	\$788,099	Assumes 0% increase from Growth/Usage
Metered Sales - Industrial	539,840	492,858	484,117	484,117	\$484,117	Assumes 0% increase from Growth/Usage
Metered Sales - Public Authorities	151,082	162,989	158,873	158,873	\$158,873	Assumes 0% increase from Growth/Usage
Total Metered Sales	\$3,705,011	\$3,643,306	\$3,641,882	\$3,641,882	\$3,641,882	0.0%
Industrial Surcharges	45,602	50,250	49,882	30,486	30,486	Actual through Oct. 2019
Public Catch Basins	12,500	0	0	0	0	All Catch Basins now separate
City of Auburn - Shared Debt	41,392	41,392	41,392	41,392	41,392	From Debt Schedule
Jobbing & Miscellaneous	6,111	12,425	950	950	950	Jobbing (shown net 2017 forward)
Assessments	13,615	18,269	20,863	27,950	19,945	3 Year Avg
Finance Charges	12,026	10,123	10,235	10,235	10,235	Assume No Change
Interest Income	4,786	7,404	4,156	6,155	6,115	3 Year Avg
Industrial Pre-Treatment Fees	50,400	50,400	50,400	50,400	50,400	Per LAWPCA
Sewer Capacity Fees	7,125	27,750	13,750	22,500	19,125	3 Year Avg
Total Revenues	\$3,898,568	\$3,861,319	\$3,833,510	\$3,831,950	\$3,820,530	-0.3%
Payroll	392,382	395,618	482,616	385,625	523,688	Fully staffed, 1.6% COLA
Employee Benefits	189,941	209,860	251,060	204,300	264,359	See Schedule - Includes 11% increase in health
Maintenance of Sewers	49,656	83,372	64,755	90,270	74,433	See Backup Schedule
Maintenance of Lift Stations	99,399	91,402	75,704	78,000	79,983	See Backup Schedule
Maintenance of Buildings	31,430	30,111	31,695	28,000	29,546	See Backup Schedule
Maintenance of Vehicles	12,438	22,682	18,855	25,000	20,040	See Backup Schedule
Office Expense	20,515	26,374	27,209	26,650	28,794	See Backup Schedule
Collection Expense	269	(151)	235	200	25	Cost of items - Net
General Expense	2,475	6,297	5,211	6,800	5,191	See Backup Schedule
Insurances	49,621	51,961	53,818	52,250	53,818	See Backup Schedule
Legal & Accounting	32,176	27,348	29,012	25,700	27,769	See Schedule
Billing Expense	73,025	69,934	74,317	73,400	74,386	See Backup Schedule
LAWPCA - Treatment	1,895,875	1,802,118	1,907,285	1,801,563	1,925,854	See Schedule - Per LAWPCA (Includes Pre-Treatment)
Sub - Total	\$2,849,202	\$2,816,926	\$3,021,772	\$2,797,758	\$3,107,884	11.1%
Interest (bonds)	80,780	82,526	74,982	84,062	65,429	See Backup Schedule
Total Expenses	\$2,929,982	\$2,899,452	\$3,096,754	\$2,881,820	\$3,173,313	10.1%
Net from Operations	\$968,586	\$961,867	\$736,756	\$950,130	\$647,217	
Debt Reduction (bonds)	493,110	548,438	552,833	548,438	435,107	See Backup Schedule
Surplus from Operations	\$475,476	\$413,429	\$183,923	\$401,692	\$212,110	
General Equipment	116,990	44,944	123,680	54,375	123,680	See Backup Schedule
Capital Projects	921,373	329,824	570,000	508,000	570,000	See Backup Schedule
Change in Cash after Capital	(\$562,887)	\$38,661	(\$509,757)	(\$160,683)	(\$481,570)	
Total Expenses	3,540,082	3,492,834	3,773,267	3,484,633	3,732,100	Total Expenses, Bond Payments, General Equipment

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	37.00%	\$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	37.00%	\$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	37.00%	\$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	37.00%	\$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	37.00%	\$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	37.00%	\$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	37.00%	\$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	37.00%	\$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	37.00%	\$89,351.59	35.56%	\$85,874.12	\$3,477.47	0.0
October	65.00%	\$156,969.01	65.09%	\$157,186.36	(\$217.34)	0.0	35.00%	\$84,521.78	34.91%	\$84,304.43	\$217.34	0.0
November	65.00%	\$156,969.01	67.00%	\$161,798.83	(\$4,829.82)	0.0	35.00%	\$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	35.00%	\$84,521.78	34.47%	\$83,241.88	\$1,279.90	0.0
Six Month Total Adj			65.18%		(\$17,049.25)				34.82%		\$17,049.25	0.0
Average to date			63.987%						36.013%			0.0
Adjustments to date					(\$21,981.15)						\$21,981.15	0.0
Average / Adjustments year end			64.46%		(\$28,308.21)				35.54%		\$28,308.21	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.

Financial Overview-

Reserve for replacement balance 1/1/19	\$785,813
<u>2019 budget reserve allocation</u>	<u>\$203,665</u>
Reserve Balance	\$989,478
SEP	(\$32,500)
CSO Engineering	(\$25,637.66)
CSO Engineering amendment	(\$8,643)
ACA 2019 cost (SME and Piece Atwood)	(\$46,821.20)
SME additional work	(\$25,000)
Biofilter Closure	(\$200,000)
2019 budget projected deficit	(\$56,722)
H2S change out	(\$18,500)
Treatment Plant Paving	(\$125,000)
<u>2020 Budget reserve allocation</u>	<u>\$100,000</u>
Estimated Reserve balance 12/31/20	\$550,654

2020 budget-

Staff is currently working on details of the draft budget and preliminary figures look like they are working out to an overall budget increase of 1% (\$46,422) over 2019 budget \$4,642,213.

Key Assumptions-

Composting of 5951 yards of LAWPCA anaerobically digested sludge

Land application of 1929 yards utilizing the same fields and volumes applied in 2019

Landfill 720 yards (1-month production) at CWS Norridgewock @ \$86/ton

Coffee Ground potential of reducing amendment expenses by \$56,000 and possibly providing a revenue stream of \$5-\$8/ton not taken in to account

PFAS soils Testing \$5,000

Land applying 500 of 1536 yards at Barker pad on 3 Barker/Davenport corn fields

Casella hauling 1,000 yards from Barker pad to Compost facility

Compost facility operating without odor control

Compost facility operating with administration building heat only

Compost facility operating with no make-up air units (MAU's)

Compost being sold and at large customer rate of \$5.75/yard

Closed landfill PFAS potential impacts not accounted for

Staffing level increase from current 16 to 18 (previously 21)

Possibility of new fields at Barker farm added to land application program not included