

Office of

**AUBURN SEWERAGE DISTRICT**

**Office Telephone # 784-6469**

The regular monthly meeting of the Trustees of the Auburn Sewerage District will be held **in-person at the Auburn Sewerage District office at 268 Court Street on Tuesday, January 16, 2024 at 4:00 P.M.**

**AGENDA**

1. Approve Minutes of Regular Meeting of December 19, 2023.
2. Approve Minutes of Public Hearing of December 20, 2023 regarding proposed 2024 Budget.
3. Financial Report Update - Brenda Palmer, MRWA.
4. Ratify Payment of Bills
5. Open Session
6. Activity Report/Project Update - *Mike Broadbent*
7. New Business
  - December Storm Event
8. LAWPCA Apportionment & Financials
9. Old Business
  - TSS Discussion
  - Miller Street RFP
  - Superintendent Review
10. Executive Session in Accordance with 1 M.S.R.A. § 405 (6) (C) to discuss a personnel matter.
11. Adjourn Regular Meeting.

Upcoming: Sewer Trustee Meeting February 20, 2024

# Memo

**To:** Water & Sewerage District Trustees

**From:** Michael Broadbent, Superintendent

**CC:** Files

**Date:** 1/12/2024

**Re:** Discussion of January Agenda Items

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## Water Trustees

### Financial Report Highlights

Water revenue for the month is flat compared to budget but is down year to date \$98K, or 3.33%. Usage is up slightly for the month compared to 2022, but down year to date by 5.63%. Operating expenses are unfavorable year to date as compared to budget, mainly due to chemical and propane costs, Gull Management, and Lake Auburn Watershed increased costs, offset by decreases in payroll and benefits.

### Project Update

Staff have been busy preparing for 2024 projects. Preliminary work for projects has been ongoing, project folders have been created on SharePoint for each project. Maps have been created based on historical records and GIS records. Takeoff lists have been created and reviewed and will soon be sent to distributors for pricing and lead time estimates. Project work orders have been created in the Corson WO system. The next step will be having staff conduct field investigations within the parameters of the projects to include locating assets, verifying if the assets are accessible, assessing the condition of the assets, updating tie cards, and collecting GPS points.

Bid tabulations and quantities have been sent to the City of Auburn Engineering Department to be included in the re-construction projects on Fourth Street & Marian Drive. The City will make requests for proposals in February of 2024.

## **New Business**

### Auburn City Council Order 04-01022024

City Staff has been instructed to work with stakeholders regarding the review of Ordinance 28-11202023 relating to Chapter 60, Article XII, Division 4- Lake Auburn Watershed Overlay District pertaining to agricultural farms, agricultural buffer strips, subsurface wastewater disposal system setbacks from resources/buffer strips, private sewage disposal systems and subsurface wastewater standards and requirements which became effective on December 9, 2023.

In summary there are three areas to be reviewed 1) The permitted agricultural uses, and scale of such agricultural activities in the Lake Auburn Watershed Overlay District, 2) subsurface waste-water disposal system inspections, designating responsibility for the inspections, and the implementation of the inspection schedule in the Lake Auburn Watershed Overlay District, 3) whether new, or expanded, subsurface waste-water disposal systems should be allowed in the Lake Auburn Watershed Overlay District.

Questions for the Trustees is 1) whether they want to offer input to the City staff, such as the Sustainability and Natural Resources Board, LAWPC, and Protect Lake Auburn groups intend to do, 2) if they want to offer input what the Trustees want that input to be.

### Appoint AWD Representative to Water Quality Ad-Hoc Committee

The Auburn Water District formed a Water Quality Ad-Hoc Committee last summer, the Committee is made up of three representatives from each of the following organizations: Auburn Water District, City of Auburn, City of Lewiston and the Lake Auburn Watershed Protection Commission. Steve Milks and myself represented the District. We need to appoint a replacement for Steve.

### Lake Shore Drive

Over the last three years Lake Shore Drive has sustained significant damage from storms. In addition the Townsend Brook Culvert has failed and needs to be replaced. Erica Kidd, Watershed Manager, has been working with DOT to address these issues. DOT is offering an MPI project to replace the culvert and rebuild a portion of the road, The project would be a 50% split with DOT with a not to exceed price of \$1,500,000. I plan to meet with the City Manager, representatives of Lewiston to see

if we can partner on this project. If we agree to accept the Grant we will need to sign a commitment letter and complete the project within three years.

## **Old Business**

### **Water Quality Update**

Turbidity is currently averaging around 0.8 NTU, very consistent with last year at this time. The lab has been watching biomass (algae) closely. We had a large rain event on 12/11 and we had to open the outlet dam 150 turns.

### **Cost Apportionment Discussion**

As directed, I reached out to Lewiston and requested a re-start of cost apportionment discussions. Lewiston has agreed to meet and requested that I suggest some dates in early February.

### **Commission Update**

The Commission is working to re-do the 2024 budget and accommodate the District vote of a zero percent increase for 2024. The Education and Outreach Coordinator did resign at the end of 2023 because of the lack of funding for a full-time position.

### **Superintendent Review**

Jason Pawlina has been spear heading this effort. I've requested a review to ensure I am meeting the expectations of the Board.

## **Sewer Trustees**

### **Financial Report Highlights**

Metered revenue for sewer is \$32K under budget for the month, and under budget YTD by \$58K, or approximately than 1.5%. Overall, total income is close to budget. Positive budget variances in payroll and benefits were offset by lift stations and interest expense when compared to budget.

The cash balance at the end of December was \$1.2M, a slight increase from November.

### **Project Update**

Staff have been busy preparing for 2024 projects. Preliminary work for projects has been ongoing, project folders have been created on SharePoint for each

project. AWSD has contracted with Vortex Services to inspect the sewer mains on Marian & maps have been created based on historical records and GIS records. Takeoff lists have been created and reviewed and will soon be sent to distributors for pricing and lead time estimates. Project work orders have been created in the Corson WO system. The next step will be having staff conduct field investigations within the parameters of the projects to include locating assets, verifying if the assets are accessible, assessing the condition of the assets, updating tie cards, and collecting GPS points.

Bid tabulations and quantities have been sent to the City of Auburn Engineering Department to be included in the re-construction projects on Fourth Street & Marian Drive. The city will make requests for proposals in February of 2024.

AWSD has contracted with Vortex Services to inspect the sewer mains on Fourth Street & Marian Drive. The inspections were scheduled for Thursday, January 11, 2024. Once ASD receives and reviews the report it will be determined if the main is a candidate for replacement or repair.

## **New Business**

### **December Storm Event**

December 18-22 storm resulted in over a dozen sewer stations losing utility power for a period of up to 5 days in some cases. Our staff worked tirelessly in the rain wind and elements and I am proud to report that we did not have a single sewer station overflow during this event. We only had one overflow on Miller Street which was very minimal given the event that occurred.

## **LAWPCA Apportionment & Financials**

Apportionment returned to historical normal this month; this coincides with a shift back to a formerly used sampling technique used by staff at the lake. This proves that sampling technique and location has a big impact on results and apportionment.

## **Old Business**

### **TSS Discussion**

I've met several times with Travis Peaslee, I've expressed my concern over the lack of data in our system. The District has virtually no TSS data from our system, so when variances like this occur we have no basis for comparison. Travis agreed to analyze samples and supply results if the District was willing to collect the samples and deliver them to the lab. Matt and I have started to

identify sample locations and we will develop protocol for staff to collect quarterly samples.

### Miller Street RFP

We have developed an RFP for a comprehensive study of Miller Street and we hope to get that into the hands of firms by the end of this month.

### Superintendent Review

Jason Pawlina from the Water Trustee Board has been spear heading this effort. I have requested a review to ensure I am meeting the expectations of the Board.

December 19, 2023

The regular monthly meeting of the Trustees of the Auburn Sewerage District was held in person at the Auburn Sewerage District office at 268 Court Street on Tuesday, December 19 2023 at 4:00pm.

Members present: Robert Cavanagh (Treasurer), Stephen Ness (President), Thomas Moulin, Dan Bilodeau and Stephen Milks, Mayor's Representative. Also present: Michael Broadbent, Superintendent, Matthew Waite, Assistant Superintendent and Brenda Palmer, Maine Rural Water.

Absent: Brad Kowalski

On motion of Robert Cavanagh, seconded by Stephen Milks, it was unanimously voted: **To approve the minutes of the Regular Meeting of November 14, 2023.**

Brenda was introduced the Board and the Trustees introduced themselves.

**FINANCIAL REPORT**- Revenues are up \$8,000. We will look at timing differences in December. Cash on hand at the end of November was \$1.1 million. Following the 2024 budget approval, the District will look at options to increase the cash on hand : raise rates or bond projects.

#### **RATIFY PAYMENT OF BILLS**

On motion of Robert Cavanagh, seconded by Stephen Milks, it was unanimously voted: **To ratify the payment of bills in the amount of \$262,256.03 dated November 1, 2023-November 30, 2023.**

**OPEN SESSION** -As no one from the public was in attendance the open session was closed.

#### **ACTIVITY REPORT /PROJECT UPDATE -**

**W-6** –The upgrade is complete. All that remains is the finish work to be completed in the Spring of 2024.

We have been proactive with lift station maintenance checks. We have been finalizing sewer main maintenance before we park the vactor truck for the winter. District personnel have met with City engineers to get a better understanding of the proposed projects for 2024. The District plans to complete preliminary project work this winter in preparation for the 2024 construction season.

#### **NEW BUSINESS –**

**City of Auburn ARPA allocation for Miller Street Study** – The Auburn City Council has approved the allocation of \$100,000 of remaining ARPA funds to assist with the identification of inflow affecting the Miller Street interceptor. There is an additional \$100,000 allocated in the budget for this study. An RFP will be distributed in January with the hope of having the proposals for review at the January meeting.

**2024 TRUSTEE APPOINTMENTS** –No appointments needed, but we do have one vacancy. Stephen Milks has been re-appointed as the Mayor's Representative.

#### **2024 MEETING SCHEDULE –**

On motion of Dan Bilodeau, seconded by Thomas Moulin, it was unanimously voted: **To approve the 2024 Meeting Schedule as presented.**

December 19, 2023

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**LAWPCA APPORTIONMENT & FINANCIALS** - The apportionment was set at 62/38 for 2024. TSS numbers continue to be a mystery. Superintendent Broadbent is working with LAWPCA to develop a sampling plan for a couple of industries.

**CSO TANK DESIGN BUILD AWARD** – LAWPCA received two qualified bids: Sargent and MHW.

The Authority voted in favor of notifying Sargent of the intent to award at their December meeting with a full award date of January 12, 2024.

**COMPOST FACILITY**- Trustees Moulin and Cavanagh toured the compost facility which has been moth-balled for the last three years. The City of Lewiston used the facility as temporary cold storage. This ended due to complaints from abutters. Planning Board approval is needed for a change in use of the facility.

**OLD BUSINESS** –

**WASHINGTON STREET PUMP STATION DESIGN** – We have received the preliminary design plans for the station. Superintendent Broadbent will apply for Clean Water SRF funds for this project in 2024.

**2024 FINAL BUDGET REVIEW** – Superintendent Broadbent showed the Trustees a history of past COLA increases. Several other utilities are going with higher than the 3.2% . He is looking for support from the Trustees in approving the 3.2% COLA.

On motion of Thomas Moulin, seconded by Robert Cavanagh, it was voted: **To approve the 3.2% COLA.**

On motion of Stephen Milks, seconded by Thomas Moulin, it was unanimously voted: **To adjourn the meeting.**

Respectfully submitted,

Diane Drinkwater



December 20,2023

A Public Hearing on the FY 2024 Water District Budget and FY 2024 Sewerage District Budget was held by the Trustees of the Auburn Water District and the Auburn Sewerage District at the office of the Auburn Water & Sewerage Districts on Wednesday, December 20, 2023 at 5:30 p.m.

Present:

Auburn Water District

Kevin Arel  
Robert Cavanagh  
Eric Gould  
Stephen Milks, President and Mayor's Rep.  
Andrew Titus, Treasurer  
Dan Bilodeau  
Jason Pawlina

Auburn Sewerage District

Robert Cavanagh, Treasurer  
Stephen Milks, Mayor's Rep.  
Thomas Moulin  
Stephen Ness, President  
Brad Kowalski  
Dan Bilodeau

Also present: Mike Broadbent, Superintendent, Matt Waite, Assistant Superintendent

**ADOPTION OF FY 2024 WATER DISTRICT BUDGET**

On motion of Robert Cavanagh, seconded by Andrew Titus, it was unanimously voted: **To adopt the Auburn Water District 2024 Budget.**

**ADOPTION OF FY 2024 SEWERAGE DISTRICT BUDGET**

On motion of Stephen Ness, seconded by Stephen Milks, it was unanimously voted: **To adopt the Auburn Sewerage District 2024 Budget.**

On motion of Stephen Milks, seconded by Robert Cavanagh, it was unanimously voted: **To adjourn.**  
Meeting adjourned at 5:37 p.m.

Respectfully submitted,

Michael Broadbent

**AUBURN SEWER DISTRICT**

	DECEMBER	2023	Y-T-D THRU DECEMBER 2023		
	YTD - 2022	BUDGET	ACTUAL	BUDGET	VARIANCE
<b><u>REVENUES:</u></b>					
Metered Income	\$3,068,797	\$4,010,574	\$3,965,430	\$4,010,574	(\$45,144)
Industrial Surcharge	43,812	52,249	42,152	52,249	(10,097)
Shared Debt with City	41,392	41,392	41,392	41,392	-
Jobbing & Mdse. - NET	8,409	9,795	-34,540	9,795	(44,335)
Sewer Assessments	10,597	19,030	18,095	19,030	(935)
Finance Charges	5,251	6,489	5,798	6,489	(691)
Interest Income	15,361	9,058	91,029	9,058	81,971
Industrial Treatment Sampling	42,000	42,500	42,500	42,500	-
Capacity Fees (SDS)	38,250	28,367	49,500	28,367	21,133
<b>TOTAL REVENUES</b>	<b>3,273,869</b>	<b>4,219,454</b>	<b>4,221,356</b>	<b>4,219,454</b>	<b>1,902</b>
			<b>100.05%</b>	<b>91.67%</b>	< Standard
<b><u>EXPENSES:</u></b>					
Payroll	401,332	526,202	513,478	526,202	(12,724)
Employee Benefits	158,063	272,677	163,714	272,677	(108,963)
Maint. of Sewers	133,918	68,520	121,502	68,520	52,982
Lift Stations	84,238	74,825	115,774	74,825	40,949
Maint. of Buildings	40,806	51,823	41,458	51,823	(10,365)
Maint. of Trucks	24,702	28,890	57,339	28,890	28,449
Office Expense	19,623	31,849	31,429	31,849	(420)
Collection Expense	531	-776	406	-776	1,182
General Expense	3,079	5,948	10,984	5,948	5,036
Insurance	48,590	59,459	55,731	59,459	(3,728)
Legal & Accounting Fees	9,863	6,841	15,071	6,841	8,230
Billing Expense	63,698	81,317	66,080	81,317	(15,237)
L.A.W.P.C.A.	1,592,503	1,930,830	1,929,011	1,930,830	(1,819)
<b>SUB-TOTAL</b>	<b>2,580,947</b>	<b>3,138,405</b>	<b>3,121,977</b>	<b>3,138,405</b>	<b>(16,428)</b>
Interest	105,693	183,598	263,282	183,598	79,684
<b>TOTAL EXPENSES</b>	<b>2,686,640</b>	<b>3,322,003</b>	<b>3,385,259</b>	<b>3,322,003</b>	<b>63,256</b>
			<b>101.90%</b>	<b>91.67%</b>	< Standard
Bonds - Principal Payments	404,655	558,962	517,569	517,569	0
<b>SURPLUS FROM OPERATIONS</b>	<b>182,574</b>	<b>338,489</b>	<b>318,528</b>	<b>379,882</b>	<b>(61,354)</b>

**AUBURN SEWERAGE DISTRICT  
BALANCE SHEET  
PERIOD ENDING - DECEMBER 31, 2023**

	<b>12/31/2023</b>	<b>12/31/2022</b>	<b>12/31/2023</b>	<b>12/31/2022</b>
<b>Property, Plant and Equipment:</b>				
Plant in Service	38,013,633.74	37,343,996.92	20,676,850.32	19,584,339.88
Less: Accumulated Depreciation	<u>-17,876,357.38</u>	<u>-17,375,104.84</u>		
	<u>20,137,276.36</u>	<u>19,968,892.08</u>	4,981,281.48	5,664,099.15
<b>Construction Work In Progress</b>	806,715.59	66,564.23	61,942.00	61,942.00
<b>Current Assets:</b>				
Cash	1,273,833.46	1,517,992.53	558,961.83	435,105.99
Accounts Receivable	271,031.44	232,254.20	81,240.48	124,340.68
Construction Assessments	7,324.94	7,564.00	156,168.12	71,903.28
City of Auburn Debt	227,659.64	269,052.32	16,460.00	15,525.00
Inventory	48,539.80	48,325.50	70,883.96	38,692.00
PrePaiDs	4,786.72	4,318.08	300,766.33	184,774.45
<b>Total Current Assets</b>	<u>1,833,176.00</u>	<u>2,079,506.63</u>	<u>1,184,480.72</u>	<u>870,341.40</u>
<b>Investments:</b>				
Money Market	503,605.01	501,076.08		
CD's	3,600,430.03	3,517,980.48		
<b>Total Investments</b>	<u>4,104,035.04</u>	<u>4,019,056.56</u>		
<b>Deferred Charges</b>	23,351.53	46,702.93		
<b>Total Assets</b>	<u>26,904,554.52</u>	<u>26,180,722.43</u>	<u>26,904,554.52</u>	<u>26,180,722.43</u>
<b>Equity Capital</b>				
<b>Long Term Debt</b>				
<b>Equipment Leases</b>				
<b>Current Liabilities:</b>				
Current Portion of LTD				
Accounts Payable				
Accrued Interest & Other				
Customer Deposits				
Pre-Treatment Costs				
Accrued LAWPCA				
<b>Total Current Liabilities</b>				
<b>Total Equity &amp; Liabilities</b>			<u>26,904,554.52</u>	<u>26,180,722.43</u>

AUBURN SEWERAGE DISTRICT

AUBURN SEWER - FINANCIAL INFORMATION

Sewer Metered Revenue - Versus Prior Year						
Month	2023	2022	MTD Change	%	YTD Change	%
January	\$350,998.58	\$311,996.69	\$39,002.89	12.50%	\$39,002.89	12.50%
February	\$311,954.71	\$300,697.83	\$11,256.88	3.74%	\$50,259.77	8.20%
March	\$320,989.65	\$297,207.28	\$23,782.37	8.00%	\$74,042.14	8.14%
April	\$345,723.97	\$315,754.25	\$29,969.72	9.49%	\$104,011.86	8.49%
May	\$335,698.56	\$298,264.88	\$37,433.68	12.55%	\$141,445.54	9.22%
June	\$318,014.17	\$297,064.21	\$20,949.96	7.05%	\$162,395.50	8.92%
July	\$320,862.35	\$320,877.00	(\$14.65)	0.00%	\$162,380.85	7.56%
August	\$318,186.75	\$302,573.53	\$15,613.22	5.16%	\$177,994.07	7.28%
September	\$350,382.38	\$304,111.13	\$46,271.25	15.22%	\$224,265.32	8.16%
October	\$324,261.84	\$319,983.35	\$4,278.49	1.34%	\$228,543.81	7.45%
November	\$344,613.14	\$292,754.01	\$51,859.13	17.71%	\$280,402.94	8.34%
December	\$310,396.13	\$313,861.74	(\$3,465.61)	-1.10%	\$276,937.33	7.54%
Year-to-Date:	\$3,952,082.23	\$3,675,144.90				

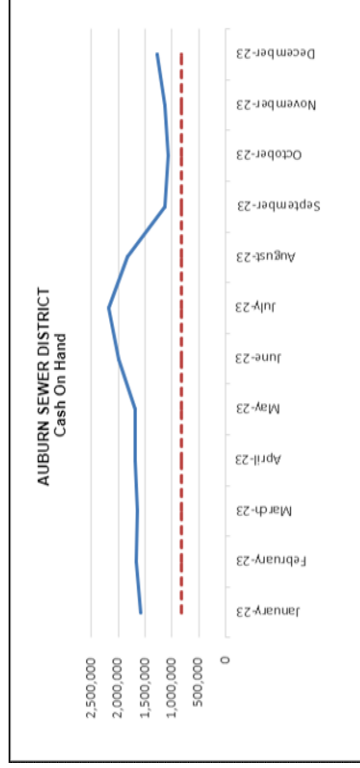
Sewer Metered Gallons Sold						
Month	2023	2022	MTD Change	%	YTD Change	%
January	41,913,971	40,383,855	1,520,116	3.76%	1,520,116	3.76%
February	38,203,950	42,291,366	-4,087,416	-9.66%	-2,567,301	-3.10%
March	41,764,071	42,870,363	-1,106,292	-2.58%	-3,673,593	-2.93%
April	40,866,494	40,926,094	-259,601	-0.63%	-3,933,193	-2.36%
May	42,607,150	41,412,840	1,194,309	2.88%	-2,738,884	-1.32%
June	40,324,775	42,317,778	-1,994,003	-4.71%	-4,732,888	-1.86%
July	43,150,542	41,978,643	1,171,899	2.79%	-3,560,989	-1.22%
August	38,923,998	41,815,384	-2,891,387	-6.91%	-6,452,375	-1.95%
September	56,288,698	43,766,901	12,521,797	28.61%	6,069,422	1.61%
October	35,589,541	50,570,470	-14,980,929	-29.62%	-8,911,507	-2.06%
November	45,698,656	39,556,424	6,042,232	15.27%	-2,869,276	-0.61%
December	39,460,620	40,069,014	-608,393	-1.52%	-3,477,669	-0.68%
Year-to-Date:	504,491,465	507,969,134				

Sewer Metered Revenue - Versus Budget						
Month	2023	BUDGET	MTD Change	%	YTD Change	%
January	\$350,998.58	\$340,471.42	\$10,527.16	3.09%	\$10,527.16	3.09%
February	\$311,954.71	\$328,142.41	(\$16,187.70)	-4.93%	(\$5,660.54)	-0.91%
March	\$320,989.65	\$324,333.28	(\$3,343.63)	-1.03%	(\$9,004.17)	-0.81%
April	\$345,723.97	\$344,573.02	\$1,150.95	0.33%	(\$7,853.22)	-0.59%
May	\$335,698.56	\$325,487.40	\$10,211.16	3.14%	\$2,357.94	0.14%
June	\$318,014.17	\$324,177.15	(\$6,162.98)	-1.90%	(\$3,805.04)	-0.19%
July	\$320,862.35	\$350,163.32	(\$29,300.97)	-8.37%	(\$3,106.01)	-1.42%
August	\$318,186.75	\$330,189.30	(\$12,002.55)	-3.64%	(\$45,108.57)	-1.69%
September	\$350,382.38	\$331,867.24	\$18,515.14	5.58%	(\$26,593.43)	-0.89%
October	\$324,261.84	\$349,188.11	(\$24,926.27)	-7.14%	(\$51,519.70)	-1.54%
November	\$344,613.14	\$319,473.56	\$25,139.58	7.87%	(\$26,380.12)	-0.72%
December	\$310,396.13	\$342,507.78	(\$32,111.65)	-9.38%	(\$58,491.77)	-1.46%
Year-to-Date:	\$3,952,082.23	\$4,010,574.00				

Sewer Gross Payroll						
Month	2023	Budget	MTD Change	%	YTD Change	%
January*	\$69,876.41	\$67,228.95	\$2,647.46	3.94%	\$2,647.46	3.94%
February	\$44,264.38	\$36,239.69	\$8,024.69	22.14%	\$10,672.15	10.31%
March	\$39,315.54	\$43,843.14	(\$4,527.60)	-10.33%	\$6,144.55	4.17%
April	\$44,378.60	\$46,368.07	(\$1,989.47)	-4.29%	\$4,155.07	2.15%
May	\$35,510.51	\$44,103.36	(\$8,592.85)	-19.48%	(\$4,437.78)	-1.87%
June	\$43,210.32	\$35,200.90	\$7,989.42	22.34%	\$3,451.64	1.26%
July	\$45,612.11	\$47,318.99	(\$1,706.88)	-3.61%	\$1,744.76	0.54%
August	\$56,784.54	\$43,542.40	\$13,242.14	30.41%	\$14,986.90	4.12%
September	\$45,154.43	\$36,792.56	\$8,361.87	22.73%	\$23,348.77	5.83%
October	\$61,716.32	\$46,140.28	\$15,576.04	33.76%	\$38,924.81	8.71%
November	\$32,876.91	\$45,334.94	(\$12,458.03)	-27.48%	\$26,466.78	5.38%
December	\$39,077.60	\$33,968.71	\$5,108.89	15.04%	\$31,575.67	6.00%
Year-to-Date:	\$577,717.67	\$526,202.00				

SEWER Capital Spending Versus Budget		
Capital Expenses -2023	*Budget	*YTD Actual
Truck 31 - Large Dump	\$12,500	\$0
GPS Unit (Split AWD)	\$5,000	\$3,998
Locator (Split AWD)	\$2,000	\$1,055
Misc Shop Tools	\$3,570	\$2,000
Washington St Pump Station Design	\$40,000	\$33,713
PLC Upgrades (Split AWD)	\$1,500	\$0
4 Computers (Split AWD)	\$2,500	\$0
Ergonomic Office Furniture (Split AWD)	\$3,000	\$0
Work Order System (Split AWD)	\$18,750	\$14,450
Equipment Garage Design (Split AWD)	\$6,000	\$4,296
<b>Equipment</b>	<b>\$94,820</b>	<b>\$59,611</b>
2023 Sewer Lining	\$268,425.00	\$428,339
High St. - Academy - Elm	\$10,800.00	\$0
Shepley St. - Downsize 24" to 15"	\$130,000.00	\$0
Marindale Rd - Eliminate Sag	\$25,000.00	\$0
Replace Generator Cables	\$14,000	\$14,000
W-6 Pump Station	\$0.00	\$100,363
LAWPCA Storm Surge Tank	\$4M	\$95,143
<b>Projects (total includes benefit costs on labor)</b>	<b>\$447,225</b>	<b>\$637,846</b>
<b>Total Capital</b>	<b>\$542,045</b>	<b>\$697,357</b>

AUBURN SEWER DISTRICT CUSTOMER ACCOUNTS RECEIVABLE						
Aging	Current	30 day	60 day	90 day	120 day	inance Chk
December	135,403.84	35,478.66	9,540.83	7,553.54	17,827.38	2,474.69
November	65.10%	17.10%	4.80%	3.60%	8.50%	1.20%
October	113,499.55	34,965.16	8,615.85	8,080.72	16,240.61	2,416.33
September	280,073.50	46,949.28	21,211.38	8,187.17	20,316.84	2,703.72
Totals	208,078.64	208,078.64	208,078.64	208,078.64	208,078.64	208,078.64



**Auburn Sewer District**  
**Accounts Payable Check Register**  
**December 1, 2023 thru December 31, 2023**

1/5/2024

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount</u>
7619	12/8/2023	12	Urugo Residential Services LLC	12/8/2023	Refund Tenant DepBal A/R - Customer Accts Rec	55.19
						<b><u>55.19</u></b>
7620	12/8/2023	11	Constellation NewEnergy, Inc.	11/21/2023	Riverside Dr Accrued Power	0.69
7620	12/8/2023	12	Constellation NewEnergy, Inc.	11/23/2023	Stetson Accrued Power	0.01
7620	12/8/2023	12	Constellation NewEnergy, Inc.	11/23/2023	Bradman Accrued Power	85.31
						<b><u>86.01</u></b>
7621	12/8/2023	11	David M. Dyer d/b/a	11/1/2023	Generator PM Equipment Maintenance	210.00
7621	12/8/2023	11	David M. Dyer d/b/a	11/1/2023	Generator PM Expense-Moosebrook PS	210.00
7621	12/8/2023	11	David M. Dyer d/b/a	11/1/2023	Generator PM Expense - E2 - PS	500.00
7621	12/8/2023	11	David M. Dyer d/b/a	11/1/2023	Generator PM Expense-Lew Jct Rd PS	500.00
7621	12/8/2023	11	David M. Dyer d/b/a	11/1/2023	Generator PM Expense - E1 - PS	500.00
7621	12/8/2023	11	David M. Dyer d/b/a	11/1/2023	Generator PM Expense-Worthley Brook PS	210.00
7621	12/8/2023	11	David M. Dyer d/b/a	11/1/2023	Generator PM Expense-River Station PS	535.00
7621	12/8/2023	11	David M. Dyer d/b/a	11/1/2023	Generator PM Expense-Bradman St PS	500.00
7621	12/8/2023	11	David M. Dyer d/b/a	11/1/2023	Generator PM Expense- W2 - PS	500.00
						<b><u>3,665.00</u></b>
7622	12/8/2023	11	MissionSquare	11/30/2023	304412 ICMA 457 Accrued Deferred Comp	1,156.35

**Auburn Sewer District  
Accounts Payable Check Register  
December 1, 2023 thru December 31, 2023**

1/5/2024

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount</u>
						<b><u>1,156.35</u></b>
7623	12/8/2023	11	MissionSquare	11/30/2023	109636 ICMA 401 Employee Benefits	1,608.96
						<b><u>1,608.96</u></b>
7624	12/8/2023	11	MissionSquare	11/30/2023	705328 Roth IRA Accrued IRA/ICMA	264.60
						<b><u>264.60</u></b>
7625	12/15/2023	12	Auburn Water District	12/10/2023	Semi Annual Meter Reads Misc Accrued Other	25,000.00
						<b><u>25,000.00</u></b>
7626	12/15/2023	12	Constellation NewEnergy, Inc.	12/5/2023	Worthley Accrued Power	354.29
						<b><u>354.29</u></b>
7627	12/15/2023	12	EIC, Inc. (Prompto)	12/13/2023	oil change Truck #40 (2016 Ford F350)	52.95
						<b><u>52.95</u></b>
7628	12/15/2023	12	Super Shoe Stores, Inc.	12/1/2023	Cloth Allow Employee Benefits	304.96
						<b><u>304.96</u></b>
7629	12/22/2023	12	Andros. Registry Of Deeds	12/22/2023	release lien Lien Release Fees	22.00
						<b><u>22.00</u></b>
7630	12/22/2023	12	Constellation NewEnergy, Inc.	12/12/2023	Moose Brook Accrued Power	511.16
7630	12/22/2023	12	Constellation NewEnergy, Inc.	12/11/2023	River Station Accrued Power	485.65
7630	12/22/2023	12	Constellation NewEnergy, Inc.	12/11/2023	Marrow Rd Accrued Power	31.17
7630	12/22/2023	12	Constellation NewEnergy, Inc.	12/11/2023	Lew Jct Rd#1 Accrued Power	392.86
						<b><u>1,420.84</u></b>
7631	12/22/2023	12	L.A.W.P.C.A.	12/1/2023	Dec Ops Accrued - LAWPCA	109,577.66

**Auburn Sewer District  
Accounts Payable Check Register  
December 1, 2023 thru December 31, 2023**

1/5/2024

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount</u>
						<b><u>109,577.66</u></b>
7632	12/22/2023	11	Industrial Automation Supply	11/29/2023	Motor Starters Expense - W4 - PS	333.45
						<b><u>333.45</u></b>
7633	12/22/2023	11	Wright-Pierce	12/5/2023	Services thru 112423 Washington St. PS Design	3,589.44
						<b><u>3,589.44</u></b>
7634	12/27/2023	12	Able Power Rooter Service	11/24/2023	6 Fairview Misc Expense-Mains-Mnt	626.00
						<b><u>626.00</u></b>
<b><u>Grand Total</u></b>						<b><u>148,117.70</u></b>

**12/31/2023**

<b>VENDOR</b>	<b>REF</b>	<b>AWD G/L #</b>	<b>ASD G/L #</b>	<b>Amount</b>
AMH - Northern Light	Drug Testing	1142-300	2675-800	96.00
Anthem	Dec Health Ins	1142-300	2604-000	8,525.84
Anthem	Dec Health Ins	1142-300	2241-070	1,779.50
Anthem	Dec Health Ins	1142-300	2241-071	16.41
Auburn Water District	Group Dynamic HRA	1142-300	2604-000	
Bisson Enterprises, Inc.	office cleaning -	1142-300	2675-500	350.00
Broadbent, Mike	Dec Mileage	1142-300	2675-500	175.00
Budget Document Technology	Dec Copier Rent	1142-300	2675-800	102.87
CGIS	Apr-Dec2023 Host Fees	1142-300	2675-800	900.00
Central Maine Power	Power 268 Court Street - Garage	1142-300	2615-500	185.76
Central Maine Power	Power 268 Court Street - Office	1142-300	2615-800	96.81
Cintas	1st Aid Supplies	1142-300	2620-550	22.55
City of Lewiston	SCADA Tech wages/benefits-Nov 2023	1142-300	2601-600	2,204.80
City of Lewiston	SCADA Tech wages/benefits-Nov 2023	1142-300	2604-000	594.76
City of Lewiston	SCADA Tech wages/benefits-Nov 2023	1142-300	2658-000	127.07
Computer Place	IT Support	1142-300	2675-800	417.38
Computer Place	IT Support	1142-300	2675-800	84.38
Computer Place	IT Support	1142-300	2675-800	33.75
Computer Place	IT Support	1142-300	2675-800	33.75
Computer Place	IT Support	1142-300	2675-800	33.75
Computer Place	IT Support	1142-300	2675-800	33.75
Computer Place	IT Support	1142-300	2675-800	50.63
Computer Place	IT Support	1142-300	2675-800	33.75
Computer Place	IT Support/ Monitor	1142-300	2675-800	392.69
Constellation NewEnergy	Energy charge 268 Court Street - Garage	1142-300	2615-500	187.07
Constellation NewEnergy	Energy charge 268 Court Street - Office	1142-300	2615-800	225.99
Dig Safe System, Inc.	Dec	1142-300	2675-600	273.35
Dirigo Generator Service LLC	Generator PM	1142-300	2677-000	87.50
Dube	Gravel, Sand Salt Mix	1142-300	2620-500	804.00
Elan Financial	Plates & Misc Office Supplies	1142-300	2675-500	31.98
Elan Financial	Copy Paper etc	1142-300	2620-800	44.49
Elan Financial	Indeed-Employment Ads	1142-300	2675-500	117.00
Elan Financial	LL Bean - Clothing Allowance	1142-300	2604-000	89.15
Elan Financial	Phone Cases, etc	1142-300	2676-500	107.58
Fastenal	Eye Wipes, 1st Aid kits	1142-300	2620-550	86.61
FirstLight	Phone & internet	1142-300	2676-800	96.18
Home Depot	Misc Tools, liner, etc	1142-300	2620-500	92.23
K.L.Jack	PPE	1142-300	2620-550	35.66
Maine State Retirement System	Retirement Contribution	1142-300	2604-000	141.86
Maine State Retirement System	Retirement Contribution	1142-300	2241-030	107.10
Maine State Retirement System	Retirement Contribution - Life Ins.	1142-300	2604-000	26.41
WB Mason	Tissues	1142-300	2620-500	5.38
NAPA Auto Parts	Shop Supplies	1142-300	2620-500	164.92
NAPA Auto Parts	Nozzle, Fuel Cap, etc	1142-300	2650-125	52.82
Ness Oil	gas and diesel	1142-300	2650-125	688.20
Ness Oil	gas and diesel	1142-300	2650-124	170.32
Ness Oil	gas and diesel	1142-300	2650-123	546.57
Northern Data Systems	customer billing -	1142-300	2675-700	838.13
Petros	Rock Salt	1142-300	2620-500	21.98
Pine Tree Waste	bulk waste -	1142-300	2675-500	102.67
Shredding On Site	Shredding	1142-300	2675-800	22.50
Shredding On Site	Shredding	1142-300	2675-800	22.50
Shredding On Site	Shredding	1142-300	2675-800	22.50
Sign Store	Replace Flags	1142-300	2620-500	99.50
Spectrum-Charter Communications	Internet	1142-300	2676-800	67.49
Super Shoes	Cloth Allow - Sewer Employee	1142-300	2604-000	188.97
Televox	Auto Calls	1142-300	2675-850	57.54
Thayer	Service Call - Controls	1142-300	2675-500	167.50
U.S. Cellular	cell phones -	1142-300	2676-500	316.84
United AG & Turf	Pin - Sweeper	1142-300	2677-000	4.12
Unitil	268 Court Street -	1142-300	2620-500	863.55
Unum	Dec life insurance	1142-300	2604-000	151.29
Voyager Networks of New England	answering service - Aug-Dec	1142-300	2675-800	58.50
Warrens Office Supplie	Trash Liners, etc	1142-300	2620-500	70.57
Journal Entry-Emailed 1/5/24	1 1/2" Gravel from stock - to Sewer W-6	1142-300	2620-221	273.00
				<b>23,822.72</b>



**AUBURN SEWERAGE DISTRICT**  
**MONTHLY ACTIVITY REPORT**  
**December 2023**

**MAINS**

Location	Hrs.	Comments	OK	Plug	Mani.	Misc.	New
Fourth Street	12	Jet & Clean in Preperation for CCTV Inspection			1		
Marian Drive	12	Jet & Clean in Preperation for CCTV Inspection			1		
112 Cook St	16	Investigate Sink Hole				1	
Roland Spring Inn	12	Investigate ISI			1		
Miller St Interceptor	2	Inspection after 12/18 Storm			1		
<b>Monthly Total Hrs.</b>	<b>54</b>						
<b>Monthly Totals</b>	<b>5</b>		0	0	4	1	0
<b>2022 Monthly Totals</b>	<b>5</b>		0	0	4	1	0
<b>YTD Totals</b>	<b>58</b>		2	1	39	15	1
<b>2022 YTD Totals</b>	<b>80</b>		5	2	55	9	9

**MANHOLES**

Location	Ck'd	Comments	OK	Cover	Misc.	Frame & Cover	New
29 Oakland St		MH 21-157 Cover Removed by Plow Truck		1			
375 Court St		MH 17-158 asphalt washed out			1		
473 Center St		MH 26-024 asphalt washed out			1		
<b>Monthly Totals</b>	<b>3</b>		0	1	2	0	0
<b>2022 Monthly Totals</b>	<b>3</b>		0	2	0	1	0
<b>YTD Totals</b>	<b>56</b>		1	9	37	3	6
<b>2022 YTD Totals</b>	<b>72</b>		4	2	47	17	2

**SERVICES**

Location	Ck'd	Comments	New	OK	Misc.	on owner
2 Laurel Ave		Sewer Backup				1
229 Court St		Sewer Backup				1
390 Turner St		Sewer Backup				1
80 Dawes Ave		Sewer Backup				1
<b>Monthly Totals</b>	<b>4</b>		0	0	0	4
<b>2022 Monthly Totals</b>	<b>6</b>		2	0	1	3
<b>YTD Totals</b>	<b>31</b>		5	0	4	22
<b>2022 YTD Totals</b>	<b>49</b>		7	3	8	31

**LIFT STATIONS**

Location	No.	Comments
Merrow	3	Station Check, Snow Removal, 12/18 Storm Response
River	3	Station Check, Snow Removal, 12/18 Storm Response
Lewiston Junction	5	Station Check, Snow Removal, 12/18 Storm Response
Worthley	4	Station Check, Snow Removal, 12/18 Storm Response
Washington St	3	Station Check, Snow Removal, 12/18 Storm Response
Moose Brook	4	Station Check, Snow Removal, 12/18 Storm Response
Ash Landfill	2	Station Check, Snow Removal, 12/18 Storm Response
Crestwood	5	Station Check, Snow Removal, 12/18 Storm Response
Rte 122	5	Station Check, Snow Removal, 12/18 Storm Response
Rte 26	5	Station Check, Snow Removal, 12/18 Storm Response
Dockside	5	Station Check, Snow Removal, 12/18 Storm Response
E1	3	Station Check, Snow Removal, 12/18 Storm Response
E2	3	Station Check, Snow Removal, 12/18 Storm Response
E3	3	Station Check, Snow Removal, 12/18 Storm Response
E5	3	Station Check, Snow Removal, 12/18 Storm Response, Generator Maintenance, Easement
E6	3	Station Check, Snow Removal, 12/18 Storm Response
W2	3	Station Check, Snow Removal, 12/18 Storm Response
W3	3	Station Check, Snow Removal, 12/18 Storm Response
W4	4	Station Check, Snow Removal, 12/18 Storm Response, New Motor Starters
W5	3	Station Check, Snow Removal, 12/18 Storm Response
W6	4	Station Check, Snow Removal, 12/18 Storm Response, Installed Duck Bill
W7	3	Station Check, Snow Removal, 12/18 Storm Response, Generator Maintenance
Stetson	2	Station Check, Snow Removal, 12/18 Storm Response
Bradman	3	Station Check, Snow Removal, 12/18 Storm Response
Evergreen	3	Station Check, Snow Removal, 12/18 Storm Response
LAPS	1	Station Check, Snow Removal, 12/18 Storm Response
<b>Monthly Totals</b>	<b>88</b>	
<b>2022 Monthly Totals</b>	<b>7</b>	
<b>YTD Totals</b>	<b>210</b>	
<b>2022 YTD Totals</b>	<b>79</b>	

**OVERFLOWS**

Item		Comments
Miller Street Interceptor	1	12/18 Storm Heavy Rain
<b>Monthly Totals</b>	<b>1</b>	
<b>YTD Totals</b>	<b>13</b>	

**WEATHER\***

Month	Precipitation				Temperature			
	Snowfall (in)	Total (in)	Normal Precip.	Days of Precip.	Max (F)	Min (F)	Avg (F)	Dep. From norm.
January	25.0	4.28			52	7	30	
February	20.0	1.16		8	55	-17	25	
March	22.0	1.78		11	53	16	35	
April	0.0	2.04		11	82	26	44	
May	0.0	7.24		7	91	36	57	
June	0.0	5.47		21	92	43	62	
July	0.0	5.09		15	91	57	72	
August	0.0	6.80		17	83	66	68	
September	0.0	2.96		10	90	45	64	
October	0.0	4.88		11	84	33	55	
November	0.0	2.44		9	57	19	37	
December	0.0	5.80		11	59	8	33	
<b>YTD Totals</b>	<b>67.0</b>	<b>49.9</b>	<b>0.0</b>	<b>131.0</b>				
<b>2022 Totals</b>	<b>44.0</b>	<b>34.2</b>	<b>0.0</b>	<b>110.0</b>				

**DIG SAFE**

Month	Total	Contractors	MDOT	APW	School Dept.	Lewiston Water	Consolidate'd comm.	AWD	CMP	ASD	GAS	MTA
January	204	190	0	0	0	0	0	6	5	0	2	1
February	68	26	0	0	0	0	0	4	31	0	5	0
March	77	50	0	0	0	0	0	4	15	1	6	1
April	236	163	2	31	0	0	0	9	24	0	6	1
May	200	112	0	17	0	0	3	5	48	1	13	1
June	137	15	89	0	0	0	0	4	9	4	15	1
July	162	110	0	0	0	0	0	3	34	6	7	2
August	146	92	1	24	0	3	0	13	4	0	5	4
September	123	68	1	33	0	0	2	3	10	0	4	2
October	133	79	22	0	0	0	0	8	16	1	7	0
November	71	51	2	4	0	0	0	4	8	0	1	1
December	54	24	0	2	0	0	0	3	23	0	2	0
<b>YTD Totals</b>	<b>1611</b>	<b>982</b>	<b>95</b>	<b>133</b>	<b>0</b>	<b>3</b>	<b>5</b>	<b>66</b>	<b>227</b>	<b>13</b>	<b>73</b>	<b>14</b>
<b>2022 Totals</b>	<b>1212</b>	<b>725</b>	<b>13</b>	<b>187</b>	<b>3</b>	<b>4</b>	<b>0</b>	<b>64</b>	<b>79</b>	<b>9</b>	<b>112</b>	<b>16</b>

**DUTY FOREMAN CALLS**

(Overtime)

Districts	Total	High/Low Pressure	Water Quality	Alarms	Service Issue	Leak	Misc.	Locates	Hydrants	Water	Fire Calls
Sewerage District	1			0		0		0			0
Water District	16	3	0	0	6	2	3	1	1	0	0
<b>Monthly Totals</b>	<b>17</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>
<b>2022 Monthly Totals</b>	<b>14</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>2</b>	<b>2</b>	<b>6</b>	<b>0</b>	<b>1</b>	<b>0</b>
<b>YTD Totals</b>	<b>143</b>	<b>4</b>	<b>4</b>	<b>0</b>	<b>46</b>	<b>24</b>	<b>27</b>	<b>25</b>	<b>10</b>	<b>0</b>	<b>3</b>
<b>2022 YTD Totals</b>	<b>93</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>37</b>	<b>11</b>	<b>11</b>	<b>21</b>	<b>9</b>	<b>1</b>	<b>3</b>

**OTHER ACTIVITIES**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.

Lewiston - Auburn Water Pollution Control Authority											
Monthly Cost Apportionment Summary											
Cost Apportionment Summary - First Half of 2023											
Month	Lewiston Sewer Division			Auburn Sewerage District			Difference \$	Op Data %	Op Data \$	Initial %	Initial \$
	Initial %	Initial \$	Op Data %	Op Data %	Op Data \$	Initial %					
January	64.00%	\$175,324.27	65.95%	\$180,666.18	(\$5,341.91)	###	36.00%	\$98,619.90	34.05%	\$93,277.99	\$5,341.91
February	64.00%	\$175,324.27	66.80%	\$182,994.71	(\$7,670.44)	###	36.00%	\$98,619.90	33.20%	\$90,949.46	\$7,670.44
March	64.00%	\$175,324.27	63.14%	\$172,968.35	\$2,355.92	###	36.00%	\$98,619.90	36.86%	\$100,975.82	(\$2,355.92)
April	66.00%	\$180,803.15	60.23%	\$164,996.57	\$15,806.58	###	34.00%	\$93,141.02	39.77%	\$108,947.60	(\$15,806.58)
May	66.00%	\$180,803.15	61.51%	\$168,503.06	\$12,300.09	###	34.00%	\$93,141.02	38.49%	\$105,441.11	(\$12,300.09)
June	60.00%	\$164,366.50	59.52%	\$163,051.57	\$1,314.93	###	40.00%	\$109,577.67	40.48%	\$110,892.60	(\$1,314.93)
Six Month Adjustment			62.86%		\$18,765.18				37.14%		(\$18,765.18)
Cost Apportionment Summary - Second Half of 2023											
Month	Lewiston Sewer Division			Auburn Sewerage District			Difference \$	Op Data %	Op Data \$	Initial %	Initial \$
	Initial %	Initial \$	Op Data %	Op Data %	Op Data \$	Initial %					
July	63.00%	\$172,584.83	60.32%	\$165,243.12	\$7,341.70	###	37.00%	\$101,359.34	39.68%	\$108,701.05	(\$7,341.70)
August	60.00%	\$164,366.50	60.47%	\$165,654.04	(\$1,287.54)	###	40.00%	\$109,577.67	39.53%	\$108,290.13	\$1,287.54
September	60.00%	\$164,366.50	62.07%	\$170,037.15	(\$5,670.64)	###	40.00%	\$109,577.67	37.93%	\$103,907.02	\$5,670.64
October	60.00%	\$164,366.50	61.62%	\$168,804.40	(\$4,437.90)	###	40.00%	\$109,577.67	38.38%	\$105,139.77	\$4,437.90
November	60.00%	\$164,366.50	62.84%	\$172,146.52	(\$7,780.01)	###	40.00%	\$109,577.67	37.16%	\$101,797.65	\$7,780.01
December	60.00%	\$164,366.50	64.04%	\$175,433.85	(\$11,067.34)	###	40.00%	\$109,577.67	35.96%	\$98,510.32	\$11,067.34
Six Month Total Adj			61.89%		(\$22,901.73)				38.11%		\$22,901.73
Adjustments to date					(\$4,136.56)						\$4,136.56
Average / Adjustments year end			62.38%		(\$4,136.56)				37.62%		\$4,136.56

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.