

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 17, 2023 at 4:00 P.M.**

AGENDA

1. Approve Minutes of Regular Meeting of December 13,2022.
2. Approve Minutes of Special Joint Meeting of December 14, 2022 with Auburn Water District Trustees to review FY 2023 Budgets.
3. Approve Minutes of Public Hearing of December 14, 2022 regarding proposed 2023 Budget.
4. Financial Report Update - Tanya Dunn.
5. Ratify Payment of Bills
6. Open Session
7. Activity Report/Project Update - *Mike Broadbent*
8. New Business
 - Washington Street Pumping Station Design
 - Storage Garage Conceptual Design
9. LAWPCA Apportionment & Financials
10. Old Business
 - Infrastructure Study - Status
11. Adjourn Regular Meeting.

Upcoming: Sewer Trustee Meeting February 21, 2023

Memo

To: Water & Sewerage District Trustees

From: Michael Broadbent, Superintendent

CC: Files

Date: 1/13/2023

Re: Discussion of January Agenda Items

Water Trustees

Financial Report Highlights

Water gallons sold increased 2% from prior year leaving revenues favorable \$118k. The year ended with a variance in overall expenses of \$232k. Capital spent was \$630k. The year ended with \$3.3 million cash on hand. These are preliminary numbers for 2022 before final numbers are adjusted with the audit. The office is preparing for the upcoming audit in February.

Water Quality Update

The turbidity (clarity) of Lake Auburn continues to run above average. Turbidity was over 1 NTU for 8 days of December, peaking with the rain event Christmas week. During this storm there was a culvert malfunction that caused a breach of water over Lakeshore Drive. We opened the outlet dam for two weeks to bring the Lake level back to normal levels. These events are a contributing factor to the higher NTU's in December/January. So far in January we have been over 1 NTU for 12 days. The Lake has skimmed over with ice and is currently around 75% covered. Fecal numbers have come down from the peak we saw the second week of December. USDA did a good job keeping season bird migrations off the Lake before freeze up.

We expect to receive a proposal from Dr. Ken Wagner in February, Dr. Wagner is providing an action plan with alum treatment options for our consideration. Once we have the plan we can review with Lewiston and all Lake Auburn Stakeholders.

Project Update

Our crew worked to clear a water main rite-of-way between our Hardscrabble reservoir and Brentwood Drive. There were two large dead trees on our property that were over hanging a neighboring home, they have now been removed.

We were plagued by a number of water main breaks in December, we ended the month with 6 breaks that pushed us over our total for 2022.

We're busy working on capital project planning and we would like to order materials in January for the 2023 construction season. We've confirmed the Hotel Rd project, Second Street project proceed as presented in 2023. I would also like to proceed with the check valve replacement project at the Hardscrabble tank site.

-ACTION ITEM-

Request for approval of budgeted estimates in the amount of \$212,000 for Hotel Rd and \$93,600 for Second Street and \$50,000 for Hardscrabble check valve replacement. Action is requested to approve pre-ordering of materials to complete necessary water main replacement and infrastructure improvements.

Sewer Trustees

Financial Report Highlights

Sewer metered sales ended the year favorable \$111k and new connections were up \$27k. The overall variance in expenses ended the year at \$182k. Cash ended the year at \$1.5 million. These are preliminary numbers for 2022 before final numbers are adjusted with the audit. The audit is scheduled for the first full week of February.

Project Update

The crews installed the generator pad, control panel and conduit for the new generator for the E-3 pumping Station. All we need now is the Generator which is expected to be delivered by the Trustee meeting.

Stable Ridge Development Phase 1, the developer's contractor completed the installation of the sewer mains and provided inspection videos for our review. Along with this we have also received from the developer the necessary easement paper

work for the mains. We identified a couple of deficiencies reviewing the inspection videos; however, the contractor has already corrected the issues.

43 Second Street, illicit sewer connection. In 2023 the City is planning to re-construct Second Street in New Auburn. During pre-construction video inspections it was discovered that there was an illicit discharge, however it was not clear initially where it was coming from. After some investigation it was found that the sewer service for 43 Second Street is connected to the storm water system and unfortunately the building has roof drains and those are connected to the sewer system. The contractor clearly got the lines crossed. We will be separating the sewer service this month and the roof drains will come out during the construction project.

Cost Apportionment

Flows for December once again favored us and we ended the year \$15,773.48 in the black. The average apportionment for 2022 was 64.08% / 35.92%.

Both Boards

We're working to determine the capital projects lists for 2023, we expect to have those finalized by February.

Trustee Appointments in 2023

Water- Jason Pawlina
Sewer – Charles Sheehan, Bob Cavanaugh

The appointment committee will be meeting at the end of January/early February 2023 (exact date has yet to be determined). The goal is to have appointments go before the Council before March 6th. Auburn City Clerk Sue Clements-Dallaire will email members whose terms are going to expire after they determine when the Jan/Feb meeting will be.

December 13, 2022

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 13, 2022 at 4:00pm.

Members present: Robert Cavanagh , Charles Sheehan (Treasurer), Stephen Ness (President), Raymond Fortier, Thomas Moulin and Stephen Milks, Mayor's Representative. Also present: Sid Hazelton, Superintendent, Michael Broadbent, Assistant Superintendent and Tanya Dunn, Finance Manager.

On motion of Charles Sheehan, seconded by Stephen Milks, it was unanimously voted: **To approve the minutes of the Regular Meeting of November 15, 2022.**

FINANCIAL REPORT – Revenues are favorable \$108,000. The expenses has a negative variance of \$170,000. The cash on hand is at \$1.4 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 \$269,292.91 dated November 1, 2022-November 30, 2022.**

OPEN SESSION - As no one from the public was in attendance, the Open Session was closed.

ACTIVITY REPORT – There was a push to patch and raise about 20 manholes to grade before the snow comes. The Auburn Public Works plow trucks usually perform a dry run to pin point any manhole issues that might need to be addressed.

Fairview Avenue (2000 ft) has been re-lined. The project was challenging because of the temperatures and rain.

Mike Broadbent showed the Trustees a video of the lining work. 7,000 ft of sewer pipe was re-lined this summer which was very cost effective for the District.

PROJECT UPDATES -This was covered in the activity report.

LAWPCA APPORTIONMENT & FINANCIALS - The flows in November were in the District's favor. The December apportionment was set at 65/35 in hopes of brining the final 2022 numbers in line with the budget.

2023 BUDGET - PRESENTATION OF FINAL DRAFT - The only change from the previous drafts is in the equipment budget. The fifth and final payment on the excavator will be made this fiscal year.

There will be a joint meeting tomorrow December 14 at 5:15pm followed by a Public Hearing at 5:30 to adopt the 2023 Budget.

OLD BUSINESS-

STABLE RIDGE APARTMENTS (555 Court Street) – The gravity sewer main for that development meets our specifications and has been take over by the Sewer District. The 8” line is large enough to support an expansion (Phase II).

GRACELAWN RD - The zoning remains in question.

21 SOUTH GOFF STREET – The building has been demolished.

2023 TRUSTEE MEETING SCHEDULE- The November meeting will be moved up a week because of Thanksgiving. The December meetings will change from the 13th to the 19th with Joint Meeting on the 20th.

TRUSTEE APPOINTMENTS – Trustee Robert Cavanagh’s term is expiring and he plans to re-apply. Trustee Charles Sheehan will be retiring from the Board. We currently have a vacancy so we would be looking to fill two positions.

INFRASTRUCTURE STUDY - The District is analyzing all sewer videos. We need to get the sewer pipe secured for next year’s projects.

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

Respectfully submitted,

Diane Drinkwater

December 14, 2022

A Special Joint Meeting on the FY 2023 Water District Budget and FY 2023 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 14, 2022 at 5:15 p.m.

Present:

Auburn Water District

Auburn Sewerage District

Kevin Arel

Robert Cavanagh

Robert Cavanagh

Stephen Milks, Mayor's Rep.

Eric Gould

Thomas Moulin

Stephen Milks, President and Mayor's Rep.

Stephen Ness, President

Andrew Titus, Treasurer

Charles Sheehan, Treasurer

Absent:

Absent:

Dan Bilodeau

Raymond Fortier

Jason Pawlina

Also present: Sid Hazelton, Superintendent, Mike Broadbent, Assistant Superintendent, Tanya Dunn, Finance Manager

REVIEW AWD PROPOSED BUDGET CHANGES

There was one increase, since the last draft, in the Treatment Chemicals line in the UV Treatment Plant section. This line was increased to reflect the latest cost increase.

REVIEW ASD PROPOSED BUDGET CHANGES

There were no changes on the proposed Sewerage District FY 2023 budget.

REVIEW OF SHARED BUDGET CAPITAL ITEMS

The capital expenses are not part of this budget approval. They are anticipated project and purchases. All capital expense will come before the Boards for approval.

The Joint Meeting was adjourned at 5:30 p.m.

Respectfully submitted,

Tanya Dunn

December 14, 2022

A Public Hearing on the FY 2023 Water District Budget and FY 2023 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 14, 2022 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

Absent:
Dan Bilodeau
Jason Pawlina

Auburn Sewerage District

Robert Cavanagh
Stephen Milks, Mayor's Rep.
Thomas Moulin
Stephen Ness, President
Charles Sheehan, Treasurer

Absent:
Raymond Fortier

Also present: Sid Hazelton, Superintendent, Mike Broadbent, Assistant Superintendent, Tanya Dunn, Finance Manager

ADOPTION OF FY 2023 WATER DISTRICT BUDGET

On motion of Stephen Milks, seconded by Andrew Titus, it was unanimously voted: **To adopt the Auburn Water District 2023 Budget in the amount of \$3,700,984.**

ADOPTION OF FY 2023 SEWERAGE DISTRICT BUDGET

On motion of Stephen Ness, seconded by Stephen Milks, it was unanimously voted: **To adopt the Auburn Sewerage District 2023 Budget in the amount of \$3,969,788.**

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

Respectfully submitted,

Tanya Dunn

**AUBURN SEWERAGE DISTRICT
OPERATING STATEMENT - TRUSTEES' REPORT
TWELVE MONTHS ENDED DECEMBER 31, 2022**

	DECEMBER	2022	Y-T-D THRU DECEMBER 2022		
	YTD - 2021	BUDGET	ACTUAL	BUDGET	VARIANCE
<u>REVENUES:</u>					
Metered Income	\$3,628,083	\$3,564,573	\$3,675,413	\$3,564,573	\$110,840
Industrial Surcharge	49,289	50,625	52,240	49,289	2,952
Shared Debt with City	41,392	41,392	41,392	41,392	0
Jobbing & Mdse. - NET	7,947	12,835	10,111	12,835	(2,724)
Sewer Assessments	25,271	17,423	18,097	17,423	674
Finance Charges	5,919	6,810	6,356	6,810	(454)
Interest Income	5,068	7,858	23,503	7,858	15,645
Industrial Treatment Sampling	50,400	54,492	50,400	54,492	(4,092)
Capacity Fees (SDS)	24,375	22,208	49,500	22,208	27,292
TOTAL REVENUES	3,837,743	3,778,216	3,927,012	3,776,880	150,133
			103.94%	100.00%	< Standard
<u>EXPENSES:</u>					
Payroll	430,961	455,598	478,226	455,598	22,628
Employee Benefits	204,968	263,353	189,045	263,353	(74,308)
Maint. of Sewers	31,991	52,897	146,395	52,897	93,498
Lift Stations	85,220	68,900	112,717	68,900	43,817
Maint. of Buildings	47,709	44,445	49,394	44,445	4,949
Maint. of Trucks	21,261	21,705	27,843	21,705	6,138
Office Expense	26,196	30,243	26,729	30,243	(3,514)
Collection Expense	1,521	(776)	349	(776)	1,125
General Expense	11,343	3,572	10,999	3,572	7,427
Insurance	47,333	55,260	55,753	55,260	493
Legal & Accounting Fees	7,351	10,268	11,810	10,268	1,542
Billing Expense	80,996	79,342	74,186	79,342	(5,156)
L.A.W.P.C.A.	1,907,712	1,911,004	1,911,004	1,911,004	(0)
SUB-TOTAL	2,904,561	2,995,811	3,094,451	2,995,811	98,640
Interest	62,722	54,168	137,435	54,168	83,267
TOTAL EXPENSES	2,967,283	3,049,979	3,231,886	3,049,979	181,907
			105.96%	100.00%	< Standard
Bonds - Principal Payments	440,643	446,756	446,047	446,756	(709)
SURPLUS FROM OPERATIONS	429,817	281,481	249,079	280,145	(31,065)

Sewer Metered Revenue - Versus Prior Year

Month	2022	2021	MTD Change	%	YTD Change	%
January	\$311,995.69	\$307,446.53	\$4,549.16	1.48%	\$4,549.16	1.48%
February	\$300,697.83	\$292,181.83	\$8,516.00	2.91%	\$13,065.16	2.18%
March	\$297,207.28	\$304,459.92	\$27.92	0.01%	\$13,093.08	1.45%
April	\$315,754.25	\$300,174.69	\$15,579.56	5.19%	\$28,672.64	2.38%
May	\$298,264.88	\$291,038.47	\$7,226.41	2.48%	\$35,899.05	2.40%
June	\$297,064.21	\$295,637.79	\$1,426.42	0.48%	\$37,325.47	2.08%
July	\$320,877.00	\$328,754.01	(\$7,877.01)	-2.40%	\$29,448.46	1.39%
August	\$302,573.53	\$303,544.82	(\$971.29)	-0.32%	\$28,477.17	1.18%
September	\$304,111.13	\$301,731.33	\$2,379.80	0.79%	\$30,856.97	1.13%
October	\$319,983.35	\$318,986.67	\$996.68	0.31%	\$31,853.65	1.05%
November	\$292,754.01	\$282,738.92	\$10,015.09	3.54%	\$41,868.74	1.26%
December	\$313,861.74	\$293,337.28	\$20,524.46	7.00%	\$62,393.20	1.72%
Year-to-Date:	\$3,675,144.90	\$3,620,032.26				

Sewer Metered Gallons Sold

Month	2022	2021	MTD Change	%	YTD Change	%
January	40,393,855	42,389,594	(1,995,739)	-4.71%	(1,995,739)	-4.71%
February	42,291,366	40,378,184	1,913,182	4.74%	(82,557)	-0.10%
March	42,870,363	44,593,067	(1,722,704)	-3.86%	(1,805,261)	-1.42%
April	40,926,094	37,037,325	3,888,770	10.50%	2,083,509	1.27%
May	41,412,840	39,716,765	1,696,075	4.27%	3,779,584	1.85%
June	42,317,778	39,954,472	2,363,306	5.91%	6,142,890	2.52%
July	41,978,643	43,864,523	(1,885,880)	-4.30%	4,257,010	1.48%
August	41,815,384	42,668,837	(853,453)	-2.00%	3,403,557	1.03%
September	43,766,901	43,555,501	211,400	0.49%	3,614,957	0.97%
October	50,570,470	41,828,811	8,741,659	20.90%	12,356,616	2.97%
November	39,556,424	37,558,284	1,998,140	5.32%	14,354,756	3.17%
December	40,089,014	41,731,436	(1,662,423)	-3.98%	12,692,333	2.56%
Year-to-Date:	507,969,134	495,276,800				

Sewer Metered Revenue - Versus Budget

Month	2022	BUDGET	MTD Change	%	YTD Change	%
January	\$311,995.69	\$317,147.20	(\$5,151.51)	-1.62%	(\$5,151.51)	-1.62%
February	\$300,697.83	\$289,373.89	\$11,323.94	3.91%	\$6,172.43	1.02%
March	\$297,207.28	\$300,950.39	(\$3,743.11)	-1.24%	\$2,429.32	0.27%
April	\$315,754.25	\$291,265.68	\$24,488.57	8.41%	\$26,917.88	2.25%
May	\$298,264.88	\$286,226.37	\$12,038.51	4.21%	\$38,956.39	2.62%
June	\$297,064.21	\$280,777.17	\$16,287.04	5.80%	\$55,243.43	3.13%
July	\$320,877.00	\$323,067.15	(\$2,190.15)	-0.68%	\$53,053.27	2.54%
August	\$302,573.53	\$297,850.30	\$4,723.23	1.59%	\$57,776.50	2.42%
September	\$304,111.13	\$295,337.95	\$8,773.18	2.97%	\$66,549.69	2.48%
October	\$319,983.35	\$317,725.99	\$2,257.36	0.71%	\$68,807.05	2.29%
November	\$292,754.01	\$277,078.66	\$15,675.35	5.66%	\$84,482.40	2.58%
December	\$313,861.74	\$287,772.24	\$26,089.50	9.07%	\$110,571.90	3.10%
Year-to-Date:	\$3,675,144.90	\$3,564,573.00				

Sewer Gross Payroll

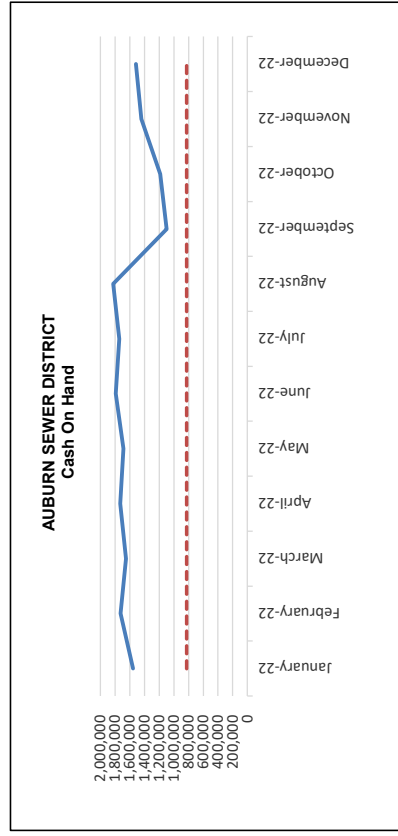
Month	2022	Budget	MTD Change	%	YTD Change	%
January	\$43,296.51	\$51,432.61	(\$8,136.10)	-15.82%	(\$8,136.10)	-15.82%
February	\$34,324.38	\$25,539.89	\$8,784.49	34.40%	\$648.39	0.84%
March	\$43,385.03	\$44,393.41	(\$1,008.38)	-2.27%	(\$359.99)	-0.30%
April	\$40,551.43	\$35,612.58	\$4,938.85	13.87%	\$4,578.86	2.92%
May	\$57,630.15	\$33,203.25	\$24,426.90	73.57%	\$29,005.76	15.25%
June	\$35,279.11	\$42,358.19	(\$7,079.08)	-16.71%	\$21,926.68	9.43%
July	\$41,715.56	\$31,334.22	\$10,381.34	33.13%	\$32,308.02	12.24%
August	\$48,580.09	\$41,945.92	\$6,634.17	15.82%	\$38,942.18	12.73%
September	\$33,856.15	\$31,108.91	\$2,747.24	8.83%	\$41,310.17	10.95%
October	\$40,056.88	\$40,436.14	(\$379.26)	-0.94%	\$41,310.17	10.95%
November	\$42,454.89	\$31,110.51	\$11,344.38	36.79%	\$42,654.55	10.19%
December	\$35,749.53	\$37,122.37	(\$1,372.84)	-3.70%	\$41,281.71	9.06%
Year-to-Date:	\$496,879.71	\$455,598.00				

SEWER CAPITAL SPENDING VERSUS BUDGET

Capital Expenses - 2022	*Budget	*YTD Actual
2017 Volvo Excavator	\$15,980	\$15,170
Truck 31 - Large Dump	\$12,500	\$11,287
Clean-up Bucket for Excavator	\$5,000	\$5,800
Portable Generator	\$1,600	\$1,605
Sewer Capital Improvement	\$20,000	\$6,872
Nozzle Camera	\$14,000	\$11,000
Trench Pump	\$4,500	\$3,073
3.Computers	\$2,500	\$2,836
Sit-Stand Work Station	\$2,000	\$1,125
Equipment	\$78,080	\$60,768
Sewer Lining - Oakland St, Field Ave. & Fairview	\$129,233.00	\$131,154
Dunn St. - Third to Riverside	\$78,000.00	\$0
Second, Fourth, Loring	\$123,000.00	\$0
Burns St.(Summer to Turner) & Vernon	\$102,650.00	\$79,443
Davis Ave. - Lake to Dead End	\$44,000.00	\$0
High St. - Academy to Dead End	\$9,600.00	\$0
Hampton Ave. - Russel to Goodrich	\$30,000.00	\$0
Shepley St. - Lake to Highland	\$35,750.00	\$0
W-7 Station	\$60,000.00	\$0
River Station	\$6,000.00	\$0
W-6 Station	\$0.00	\$40,217
Manhole Lining	\$0.00	\$44,189
E-3 Generator	\$0.00	\$11,916
Projects (total includes benefit costs on labor)	\$489,000	\$306,919
Total Capital	\$567,080	\$367,687

AUBURN SEWER DISTRICT CUSTOMER ACCOUNTS RECEIVABLE

Aging	Current	30 day	60 day	90 day	120 day	Finance Chgs	Other	Totals
December	107,216.36	27,544.06	9,818.10	10,111.23	18,993.23	2,435.56	0.00	176,118.54
November	103,385.60	28,607.40	7,479.11	9,281.39	19,298.55	2,431.92	0.00	170,493.97
October	109,214.19	44,968.03	7,077.84	10,271.16	18,544.50	2,386.13	0.00	192,461.85
September	121,431.09	26,297.29	8,393.14	6,984.79	20,273.50	2,338.63	10.00	185,728.44
	60.9%	15.6%	5.6%	5.7%	10.8%	1.4%	0.0%	100.0%



Auburn Sewer District Accounts Payable Check Register December 1, 2022 thru December 31, 2022
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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>
7218	12/2/2022	11	Hope Tufts	11/23/2022	Refund Credit Bal A/R - Customer Accts Rec	27.51
						<u>27.51</u>
7219	12/2/2022	11	Ace Detective& Security	11/21/2022	Traffic Control-Court St Misc Expense-Mains-Mnt	468.00
						<u>468.00</u>
7220	12/2/2022	11	City of Auburn	11/17/2022	Traffic Detail-Manhole Work Misc Expense-Mains-Mnt	940.00
						<u>940.00</u>
7221	12/2/2022	11	Coastal T-Shirts	11/21/2022	Cloth Allow Employee Benefits	84.00
						<u>84.00</u>
7222	12/2/2022	12	Constellation NewEnergy, Inc.	11/24/2022	Bradman Accrued Power	115.70
7222	12/2/2022	11	Constellation NewEnergy, Inc.	11/17/2022	Washington Accrued Power	120.89
						<u>236.59</u>
7223	12/2/2022	11	Davis-Ulmer Sprinkler Co Inc	11/17/2022	Calibrate SN 701005 Equipment Maintenance	145.00
7223	12/2/2022	11	Davis-Ulmer Sprinkler Co Inc	11/17/2022	Calibrate SN41005 Equipment Maintenance	145.00
						<u>290.00</u>
7224	12/2/2022	11	Gagne & Sons	11/9/2022	Concrete Supplies - Mains - Mnt	145.62
						<u>145.62</u>
7225	12/2/2022	12	Maine Municipal Emp.Hlth.	12/1/2022	39021 Dec Life Accrued Dental	407.97
7225	12/2/2022	12	Maine Municipal Emp.Hlth.	12/1/2022	39021 Dec Life Employee Benefits	30.00
7225	12/2/2022	12	Maine Municipal Emp.Hlth.	12/1/2022	39021 Dec Life Accrued Life Insurance	90.00
7225	12/2/2022	12	Maine Municipal Emp.Hlth.	12/1/2022	39021 Dec Life Accrued IPP Withheld	216.74
						<u>744.71</u>

Auburn Sewer District Accounts Payable Check Register December 1, 2022 thru December 31, 2022
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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>
7226	12/9/2022	12	Andros. Registry Of Deeds	12/2/2022	release liens Lien Release Fees	22.00
						<u>22.00</u>
7227	12/9/2022	12	Constellation NewEnergy, Inc.	12/1/2022	Evergreen Accrued Power	31.35
7227	12/9/2022	12	Constellation NewEnergy, Inc.	12/1/2022	Riverside Dr Accrued Power	1.03
7227	12/9/2022	12	Constellation NewEnergy, Inc.	11/28/2022	Stetson Rd Accrued Power	0.19
						<u>32.57</u>
7228	12/9/2022	11	MissionSquare	11/30/2022	304412 ICMA 457 Accrued Deferred Comp	2,853.44
						<u>2,853.44</u>
7229	12/9/2022	11	MissionSquare	11/30/2022	109636 ICMA 401 Employee Benefits	2,336.23
						<u>2,336.23</u>
7230	12/9/2022	11	MissionSquare	11/30/2022	705328 Roth IRA Accrued IRA/ICMA	986.99
						<u>986.99</u>
7231	12/9/2022	11	Keller America Inc.	11/14/2022	Level Transducer Expense - LAPS PS	734.58
						<u>734.58</u>
7232	12/16/2022	12	Dustin Kenney	12/13/2022	Refund Tenant Dep A/R - Customer Accts Rec	24.05
						<u>24.05</u>
7233	12/16/2022	12	RAM Real Estate Invest. LLC	12/15/2022	Refund Overchgd Meter A/R - Customer Accts Rec	703.52
						<u>703.52</u>
7234	12/16/2022	12	Auburn Water District	12/12/2022	Nov Expenses A/P - Due to AWD	30,081.74
						<u>30,081.74</u>
7235	12/16/2022	12	Constellation NewEnergy, Inc.	12/6/2022	Worthley Accrued Power	258.79
						<u>258.79</u>

Auburn Sewer District Accounts Payable Check Register December 1, 2022 thru December 31, 2022
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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>
7236	12/16/2022	12	Inliner Solutions LLC	12/1/2022	Liner-Fairview 2022 Sewer Lining	77,021.75
						<u>77,021.75</u>
7237	12/23/2022	12	Coastal T-Shirts	12/20/2022	Cloth Allow Employee Benefits	279.50
						<u>279.50</u>
7238	12/23/2022	12	Constellation NewEnergy, Inc.	12/16/2022	Chicoine Accrued Power	123.37
7238	12/23/2022	12	Constellation NewEnergy, Inc.	12/16/2022	E. Shore Rd Accrued Power	7.90
7238	12/23/2022	12	Constellation NewEnergy, Inc.	12/16/2022	Sandy Beach Accrued Power	54.97
7238	12/23/2022	12	Constellation NewEnergy, Inc.	12/16/2022	E. Shore Lane Accrued Power	13.03
7238	12/23/2022	12	Constellation NewEnergy, Inc.	12/16/2022	Simpson Beach Accrued Power	16.66
7238	12/23/2022	12	Constellation NewEnergy, Inc.	12/16/2022	"B" St Accrued Power	27.93
7238	12/23/2022	12	Constellation NewEnergy, Inc.	12/18/2022	Garfield Accrued Power	4.98
7238	12/23/2022	12	Constellation NewEnergy, Inc.	12/16/2022	"E" St Accrued Power	4.71
7238	12/23/2022	12	Constellation NewEnergy, Inc.	12/16/2022	"H" St Accrued Power	5.62
7238	12/23/2022	12	Constellation NewEnergy, Inc.	12/16/2022	"F" St Accrued Power	4.71
7238	12/23/2022	12	Constellation NewEnergy, Inc.	12/19/2022	Washington Accrued Power	143.10
7238	12/23/2022	12	Constellation NewEnergy, Inc.	12/13/2022	Moose Brook Accrued Power	323.87
7238	12/23/2022	12	Constellation NewEnergy, Inc.	12/12/2022	Lew Jct Rd Accrued Power	332.27

Auburn Sewer District Accounts Payable Check Register December 1, 2022 thru December 31, 2022
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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>
7238	12/23/2022	12	Constellation NewEnergy, Inc.	12/12/2022	Merrow Rd Accrued Power	22.74
7238	12/23/2022	12	Constellation NewEnergy, Inc.	12/12/2022	River Station Accrued Power	219.44
						<u>1,305.30</u>
7240	12/29/2022	12	L.A.W.P.C.A.	12/1/2022	Reverse Invoice 919 Accrued - LAWPCA	-98,751.09
7240	12/23/2022	12	L.A.W.P.C.A.	12/1/2022	Dec Ops Accrued - LAWPCA	98,751.09
						<u>0.00</u>
7241	12/23/2022	12	McMaster-Carr Supply Co.	12/14/2022	Plastic Trim Equipment Maintenance	45.25
						<u>45.25</u>
7242	12/23/2022	12	Rent-It Of Maine, Inc.	12/12/2022	excavator rental 2022 E-3 Generator	1,134.00
						<u>1,134.00</u>
7243	12/23/2022	11	Wright-Pierce	11/30/2022	Services thru 112522 Sewer Capacity Study	2,737.02
7243	12/23/2022	11	Wright-Pierce	11/30/2022	Services thru 112522 2022-Capital Improvement Plan	524.48
7243	12/23/2022	11	Wright-Pierce	12/5/2022	Services thru 112522 Sewer Capacity Study	1,306.51
						<u>4,568.01</u>
7244	12/30/2022	12	Hammond Lumber Co	12/6/2022	Wood Supplies 2022 E-3 Generator	221.45
						<u>221.45</u>
7245	12/30/2022	12	MissionSquare	12/31/2022	304412 ICMA 457 Accrued Deferred Comp	2,459.40
						<u>2,459.40</u>
7246	12/30/2022	12	MissionSquare	12/31/2022	109636 ICMA 401 Employee Benefits	2,034.84
						<u>2,034.84</u>
7247	12/30/2022	12	MissionSquare	12/31/2022	705328 Roth IRA Accrued IRA/ICMA	788.20

Auburn Sewer District Accounts Payable Check Register December 1, 2022 thru December 31, 2022
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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>788.20</u>
7248	12/30/2022	12	L.A.W.P.C.A.	12/1/2022	Dec Ops Accrued - LAWPCA	93,413.19
						<u>93,413.19</u>
7249	12/30/2022	12	Petro's Ace Hardware	12/6/2022	Hardware 2022 E-3 Generator	25.68
7249	12/30/2022	12	Petro's Ace Hardware	12/7/2022	Hardware 2022 E-3 Generator	20.98
7249	12/30/2022	12	Petro's Ace Hardware	12/14/2022	Lock Hasp Expense-Bradman St PS	15.99
						<u>62.65</u>
7250	12/30/2022	12	Superior Concrete	12/9/2022	generator slab 2022 E-3 Generator	880.00
						<u>880.00</u>
<u>Grand Total</u>						<u>225,183.88</u>

12/31/2022

VENDOR	REF	AWD G/L #	ASD G/L #	Amount
Alzheimer's Association	Donation in Memory	1142-300	2675-800	25.00
Anthem	Dec Health Ins	1142-300	2604-000	9,139.77
Anthem	Dec Health Ins	1142-300	2241-070	1,886.82
Anthem	Dec Health Ins	1142-300	2241-071	17.44
Alta Equipment Co (Nitco)	Loader-Socket Head	1142-300	2677-000	168.68
Auburn Water District	Group Dynamic HRA	1142-300	2604-000	1,282.56
Auburn Water District	Final Excavator Payment-Principal	1142-300	2231-040	15,170.13
Auburn Water District	Final Excavator Payment-Interest	1142-300	2427-300	1,028.53
Auburn Water District	21 South Goff St	1142-300	2303-600	7,558.72
Auburn Water District	2022 Volvo Dump	1142-300	2341-000	382.57
Auburn Water District	1.5" Gravel from Stock	1142-300	2105-967	36.00
Auburn Water District	3/4" Stone from Stock	1142-300	2105-967	378.00
Bisson Enterprises, Inc.	Office Cleaning	1142-300	2675-500	350.00
Budget Documanet Technology	Nov Copier Rent - Not prev inv/pd	1142-300	2675-800	102.87
Budget Documanet Technology	Dec Copier Rent	1142-300	2675-800	102.87
Central Maine Power	Power 268 Court Street - Garage	1142-300	2615-500	123.84
Central Maine Power	Power 268 Court Street - Office	1142-300	2615-800	61.92
CGIS	Jan-June Host Fees	1142-300	2675-800	600.00
Cindy Cass	Exp report - Mileage	1142-300	2675-500	92.35
Cintas	Service-First Aid	1142-300	2620-550	21.46
City of Lewiston	SCADA Tech wages/benefits-Nov	1142-300	2601-600	1,940.27
City of Lewiston	SCADA Tech wages/benefits-Nov	1142-300	2604-000	298.99
City of Lewiston	SCADA Tech wages/benefits-Nov	1142-300	2658-000	114.33
Coastal T-Shirts	Embroidery	1142-300	2675-500	4.38
Computer Place	IT Support	1142-300	2675-800	15.00
Computer Place	IT Support	1142-300	2675-800	240.00
Computer Place	IT Support	1142-300	2675-800	60.00
Computer Place	IT Support	1142-300	2675-800	60.00
Computer Place	IT Support	1142-300	2675-800	15.00
Constellation NewEnergy	Energy charge 268 Court Street - Garac	1142-300	2615-500	124.71
Constellation NewEnergy	Energy charge 268 Court Street - Office	1142-300	2615-800	62.36
Dig Safe System, Inc.	Dec	1142-300	2675-600	194.21
Dube	Sand Salt Mix	1142-300	2620-500	26.25
Eaton Peabody	Legal Services - General Rep	1142-300	2633-800	1,837.75
Fastenal	Eyewear, Gloves	1142-300	2620-550	108.53
Fastenal	Batteries	1142-300	2620-500	6.05
FirstLight	Phone & internet	1142-300	2676-800	221.65
FW Webb	Toilet Parts	1142-300	2620-500	5.98
Gilman	Electrical Code Book	1142-300	2620-500	71.16
Hammond Lumber Co	Supplies	1142-300	2620-500	40.70
Hannafor	Office Supplies	1142-300	2675-800	5.27
Hazleton, Sid	Mileage - Dec	1142-300	2675-500	175.00
Home Depot	Screws, washers for E-3	1142-300	2105-971	77.73
Home Depot	Supplies	1142-300	2620-600	63.68
Intrado	Auto Calls	1142-300	2675-850	50.07
Maine Oxy	Cylinder Exchange	1142-300	2620-500	61.33
Maine State Retirement System	Retirement Contribution	1142-300	2604-000	55.98
Maine State Retirement System	Retirement Contribution	1142-300	2241-030	41.71
Maine State Retirement System	Retirement Contribution - Life Ins.	1142-300	2604-000	25.36
McMaster-Carr	Clevis Pins	1142-300	2620-500	17.03
NAPA Auto Parts	Shop Supplies	1142-300	2620-500	185.84
NAPA Auto Parts	Moose Brook PS	1142-300	2620-206	25.51
NAPA Auto Parts	Wipers, Filter, etc	1142-300	2650-125	113.65
NAPA Auto Parts	Battery, Plugs	1142-300	2677-000	95.29
Ness Oil	Diesel-Tank	1142-300	2620-500	951.06
Ness Oil	Generator Fuel	1142-300	2675-500	48.18
Ness Oil	Fuel	1142-300	2650-125	823.24
Ness Oil	Fuel	1142-300	2650-124	204.41
Ness Oil	Fuel	1142-300	2650-123	192.77
Ness Oil	Fuel	1142-300	2620-213	82.19
Ness Oil	Fuel	1142-300	2620-214	82.19
Ness Oil	Fuel	1142-300	2620-201	332.28
Ness Oil	Fuel	1142-300	2620-203	82.19
Ness Oil	Fuel	1142-300	2620-204	187.91
Ness Oil	Fuel	1142-300	2620-207	86.73
Northern Data Systems	Customer Billing	1142-300	2675-700	887.87
Northern Data Systems	Y/E tax forms	1142-300	2620-800	67.23
Northern Light Drug Testing	DTS	1142-300	2675-500	96.00
Occupational Health Centers	Random Tesiting	1142-300	2675-500	57.00
Omni Services	Excavator Hose	1142-300	2677-000	119.39
Petros	Rock Salt	1142-300	2620-500	21.98
Petros	Hardware - Sander	1142-300	2677-000	7.42
Petros	Straps	1142-300	2620-500	5.18
Petros	Shovels	1142-300	2620-500	24.99
Petty Cash	Electrical Permit - E-3 Project	1142-300	2105-971	42.00
Petty Cash	Misc Office Supplies	1142-300	2675-500	57.99
Pine Tree Waste	Waste Removal	1142-300	2675-500	109.19
Pitney Bowes-Reserve Account	Replenish Postage Meter	1142-300	2675-700	300.00
Pitney Bowes-Reserve Account	Replenish Postage Meter	1142-300	2675-800	200.00
Rent-It	Excavator Rental - 1 Day Court St	1142-300	2675-800	126.29
Schnider IT	Battery Backups	1142-300	2620-500	199.14
Selco	Shop cloths	1142-300	2620-500	6.99
Staples	Various Office Supplies	1142-300	2620-800	74.80
Tri-State Steel	Steel Pipe	1142-300	2620-500	85.00
U.S. Cellular	Cell Phones -	1142-300	2676-500	285.52
United Way	Employee Contributions -Dec	1142-300	2241-000	12.00
Unil	268 Court Street -	1142-300	2620-500	1,039.38
Unum	Dec life insurance	1142-300	2604-000	100.85
UPS	Shipping Chgs-Training Videos	1142-300	2675-500	5.94
UPS	Shipping Chgs-Training Videos	1142-300	2675-500	12.19
UPS	Shipping Chgs-Training Videos	1142-300	2675-500	5.94
Voyager Networks of New England	answering service - Aug-Dec	1142-300	2675-800	233.75
WB Mason	Various Supplies	1142-300	2620-500	70.74
WB Mason	Y/E Supplies	1142-300	2620-800	33.50
WB Mason	Y/E Supplies	1142-300	2620-800	23.65
WB Mason	Hand Soap, Bags	1142-300	2620-500	28.06
WD Matthews	Genie Rental	1142-300	2675-500	160.00
ZEP	Spirit II Disinfectant	1142-300	2620-500	51.00
Zip Recruiter	Job Posting	1142-300	2675-800	108.00

52,702.43

SERVICES

Location	Ck'd	Comments	New	OK	Misc.	on owner
61 Newbury	2	Investigated sink hole				1
Snow Ave	2	meet with contractor for new connection	1			
6 Lewiston Junction, Poland	4	look up main records meet with customer	1			
24 Gamage	4	assist contractor with service repair				1
28 Gillander	4	Back, roots, report to insurance			1	
97 Bennet	4	service back-up				1
Monthly Totals	6		2	0	1	3
2021 Monthly Totals	6		0	1	1	4
YTD Totals	49		7	3	8	31
2021 YTD Totals	66		6	7	10	43

LIFT STATIONS

Location	No.	Comments
E-3	73	set generator pad, control panel, run conduit
System wide	48	system power outages, Winter storms
All stations	12	Maintenance Checks
Bradman	4	Trouble shoot transfer switch issue
Lewiston JCT	2	adjusted timing of transfer switch
Worthley Brook	6	Repaired oil leak and alternator
Moose Brook	6	repaired fuel line on generator
Monthly Totals	7	
2021 Monthly Totals	8	
YTD Totals	79	
2021 YTD Totals	84	

OVERFLOWS

Item	Count	Comments
Miller Street	1	heavy rain
28 Gillander	1	main plugged, roots from service
Monthly Totals	1	
YTD Totals	11	

WEATHER*

Month	Precipitation				Temperature			
	Snowfall(in.)	Total (in.)	Normal Precip.	Days of Precip.	Max (°F)	Min (°F)	Avg. (°F)	Dep. From norm
January		1.38		8	44	-13	18	
February	28.0	2.56		8	64	-2	26	
March	8.0	3.02		10	68	2	35	
April	0.0	4.80		15	65	28	46	
May	0.0	1.63		6	91	30	58	
June	0.0	3.22		10	86	46	64	
July	0.0	4.98		7	92	55	72	
August	0.0	2.73		11	92	56	71	
September	0.0	3.56		9	83	60	39	
October	0.0	7.16		11	75	29	52	
November	2.0	3.26		7	75	18	42	
December	6.0	5.86		9	54	32	6	
YTD Totals	44.0	44.2	0.0	111.0				
2021 Totals	22.8	34.2	3.2	105				

DIG SAFE

Month	Total	Contractors	MDOT	AHD	School Dept.	Lewiston Water	Consolidated comm.	AWD	CMP	ASD	GAS	MTA
January	63	36	0	0	1	0	0	7	8	0	11	0
February	66	46	1	0	0	0	0	9	9	0	1	0
March	91	58	0	1	0	0	0	6	7	2	16	1
April	162	105	5	18	0	0	0	9	7	0	17	1
May	155	94	1	34	0	0	0	3	6	1	15	1
June	118	78	0	24	0	0	0	1	7	2	4	2
July	127	71	1	26	1	0	0	1	7	1	16	3
August	135	68	1	40	1	1	0	8	8	1	6	1
September	92	51	1	17	0	3	0	3	3	0	11	3
October	95	57	3	9	0	0	0	7	5	1	10	3
November	62	37	0	14	0	0	0	4	2	1	3	1
December	46	24	0	4	0	0	0	6	10	0	2	0
YTD Totals	1212	725	13	187	3	4	0	64	79	9	112	16
2021 Totals	1149	689	13	187	2	4	0	57	71	9	101	16

DUTY FOREMAN CALLS

(Overtime)

Districts	Total	High/Low Pressure	Water Quality	Alarms	Service Issue	Leak	Misc.	Locates	Hydrants	Meter	Fire Calls
Sewerage District	5			0	2	0	0	3	0	0	0
Water District	9	0	0	0	1	2	2	3	0	1	0
Monthly Totals	14	0	0	0	3	2	2	6	0	1	0
2021 Monthly Totals	5	0	0	0	2	0	0	1	2	0	0
YTD Totals	79	0	0	0	34	9	9	15	9	0	3
2021 YTD Totals	68	0	1	0	24	11	8	11	5	1	7

OTHER ACTIVITIES

- 1 Sewer Jetter, hydraulic pump split. Replace
- 2 service push camera
- 3 installed cable box on portable generator
- 4 Clean and service vacor truck
- 5
- 6
- 7
- 8

Lewiston - Auburn Water Pollution Control Authority											
Monthly Cost Apportionment Summary											
Cost Apportionment Summary - First Half of 2022											
Month	Lewiston Sewer Division Initial %	Initial \$	Op Data %	Op Data \$	Difference \$	Initial %	Auburn Sewerage District Initial \$	Op Data %	Op Data \$	Difference \$	TBP 1/5/23
January	64.00%	\$170,812.65	63.29%	\$168,917.69	\$1,894.95	###	\$96,082.11	36.71%	\$97,977.07	(\$1,894.95)	
February	64.00%	\$170,812.65	63.37%	\$169,131.21	\$1,681.44	###	\$96,082.11	36.63%	\$97,763.55	(\$1,681.44)	
March	64.00%	\$170,812.65	63.84%	\$170,385.61	\$427.03	###	\$96,082.11	36.16%	\$96,509.15	(\$427.03)	
April	64.00%	\$170,812.65	66.18%	\$176,630.95	(\$5,818.31)	###	\$96,082.11	33.82%	\$90,263.81	\$5,818.31	
May	64.00%	\$170,812.65	60.82%	\$162,325.39	\$8,487.25	###	\$96,082.11	39.18%	\$104,569.37	(\$8,487.25)	
June	64.00%	\$170,812.65	62.22%	\$166,061.92	\$4,750.73	###	\$96,082.11	37.78%	\$100,832.84	(\$4,750.73)	
Six Month Adjustment			63.29%		\$11,423.10			36.71%		(\$11,423.10)	
Cost Apportionment Summary - Second Half of 2022											
Month	Lewiston Sewer Division Initial %	Initial \$	Op Data %	Op Data \$	Difference \$	Initial %	Auburn Sewerage District Initial \$	Op Data %	Op Data \$	Difference \$	
July	64.00%	\$170,812.65	62.24%	\$166,115.30	\$4,697.35	###	\$96,082.11	37.76%	\$100,779.46	(\$4,697.35)	
August	62.00%	\$165,474.75	64.04%	\$170,919.40	(\$5,444.65)	###	\$101,420.01	35.96%	\$95,975.36	\$5,444.65	
September	62.00%	\$165,474.75	65.22%	\$174,068.76	(\$8,594.01)	###	\$101,420.01	34.78%	\$92,826.00	\$8,594.01	
October	63.00%	\$168,143.70	64.50%	\$172,147.12	(\$4,003.42)	###	\$98,751.06	35.50%	\$94,747.64	\$4,003.42	
November	63.00%	\$168,143.70	64.17%	\$171,266.37	(\$3,122.67)	###	\$98,751.06	35.83%	\$95,628.39	\$3,122.67	
December	65.00%	\$173,481.59	69.02%	\$184,210.76	(\$10,729.17)	###	\$93,413.17	30.98%	\$82,684.00	\$10,729.17	
Six Month Total Adj			64.87%		(\$27,196.58)			35.14%		\$27,196.58	
Average to date			64.076%					35.924%			
Adjustments to date					(\$15,773.48)					\$15,773.48	
Average / Adjustments year end			64.08%		(\$15,773.48)			35.92%		\$15,773.48	

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.

To: Auburn Sewer District Trustees

From: Michael Broadbent - Superintendent

Subject: 2023 - Meeting Dates

January	17	
February	21	
March	21	(Annual Meeting)
April	18	
May	16	
June	20	
July	18	
August	15	
September	19	
October	17	
November	14	
December	19	(Subject to Budget Meetings)
December	20	(Joint Meeting, starting time will be set at a later date)

Notes

- 1. Meetings are scheduled to start at 4:00 P.M.*
- 2. Notifications will be sent out for special meetings*