

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, March 21, 2023 at 4:00 P.M.**

AGENDA

1. Approve Minutes of Regular Meeting of February 21,2023.
2. Financial Report Update - Tanya Dunn.
3. Ratify Payment of Bills
4. Open Session
5. Activity Report/Project Update - *Mike Broadbent*
 - Sewer re-line bid, action request.
6. New Business
 - River Pump Station, Rebuild P-2
 - Annual CSO Report
 - Mall Area Sewer Improvements, funding
 - Pump Station Policy
7. LAWPCA Apportionment & Financials
8. Old Business
 - Washington Street Pumping Station Design
9. Election of Officers.
10. Adjourn Regular Meeting.

Upcoming: Sewer Trustee Meeting April 18, 2023

Memo

To: Water & Sewerage District Trustees
From: Michael Broadbent, Superintendent
CC: Files
Date: 3/16/2023
Re: Discussion of March Agenda Items

Water Trustees

Financial Report Highlights

Water sales were down compared to February last year. The \$60k variance in expenses is expected to level out over the next few months. The annual PUC Report is underway and that will be completed by the end of the month. February ended with \$3.5 million cash on hand.

Project Update

Crews have continued to work on clearing cross-country water and sewer mains. We are conducting our annual safety training in-house and making sure all staff is trained on operational tasks.

Construction project planning is developing. There are four big projects that could impact us all at the same time. We are working to ensure that we have staffing, materials and sub-contractors in place to handle all of the work as it occurs. We've consulted with Enterprise Electric to do boring work on Hotel Rd., Amos Development to provide construction assistance and we are closely monitoring project bids to ensure we establish working relationships with the chosen contractors.

Sustainable Water Supply Alternatives

The Sub Committee had a meeting at the end of February, Weston and Sampson gave a presentation on the 2015 ground water search that was conducted. There could be a couple of action items that develop from this presentation; a ground water search of our entire distribution system and further development of the test well that was installed in 2015.

Stable Ridge Development

There are conditional approval items that still need to be addressed by the owner of Stable Ridge Apartments. Attached is a letter from our legal counsel to the owner's representative regarding those items.

Superintendent Eligibility to Serve as Clerk to LAWPC

At the last Water Trustee meeting, the Board requested the opportunity to review the job description of Commission Clerk. Attached in the Agenda packet is a draft description that will be considered by the Commission. Lewiston has agreed to provide equal representation to the Commission in the form of a Co-Clerk.

Water Quality Update

The turbidity (clarity) of the lake has normalized and the Lake remains covered in ice. Water temperatures are starting to rise and we expect there to be an early ice out. Staff has been working with Dr. Ken Wagner to conduct a study of the Lake Auburn tributaries and to develop a treatment plan. The Commission has a Special Meeting set for March 29th to review and consider the proposal. The Proposal is included in the Trustee packet. If there is a recommendation for treatment that includes facilities and operations an Interlocal Agreement will be developed between the City of Lewiston and the Auburn Water District to consider.

Commission Correspondence

Commission Chair, Camille Parrish has sent a letter of recommendations to the Auburn Water District. The letter is attached for reference.

Maine Drinking Water Program Correspondence

The District received two letters from the Maine Drinking Water program in the last few weeks, both letters are attached. The first letter is in response to the DWP's review of the suggested watershed boundary change. The second letter is a report of the annual watershed control program and disinfection practices.

Sewer Trustees

Financial Report Highlights

Overall revenues are on budget. There is a \$13k variance in expenses. Cash was at \$1.6 million at the end of February. First round of bond payments begin in March.

Project Update

The District continued to work on clearing cross-country sewer mains. We're placing orders for replacement sewer manhole frames and covers as there will be a large number of paving projects this summer.

The District distributed a bid to re-line 9158' of sewer mains. The bid opening is March 21st so results will be distributed at the meeting.

Action Item

Take action on the sewer re-line bid

Annual CSO Report

The Auburn Sewer District's annual CSO report was due at the end of February. The report was completed and filed on-time. DEP will compile all reports Statewide and produce a report that will be sent to all Trustees.

Mall Area Sewer Improvements, Funding

I received a call from Mike Gotto of Stoney Brook Consultants who he is working with City staff and a developer on a large project in Auburn. This project will be sited off Gracelawn Rd. and Mt. Auburn Avenue and will exceed the existing capacity of the sewer system. There was a request for the District to apply for Grants that are available through earmark funding. The deadline to apply for this Grant was March 15 and the Sewer District would have to commit to funding at the time of the application. The Sewer District needs to determine what its responsibility is in regards to the upgrade of this system.

Pump Station Policy

With future growth on the horizon, the Sewer District needs to consider adopting a policy on Sewer Pump Stations. I feel this policy should be incorporated into the District's Sewer Use Rules and Regulations. The Draft Policy is attached.

Both Boards

Election of Officers

March is the month for election of officers. The current slate of officers is as follows:

	<u>Water District</u>	<u>Sewer District</u>
President	Steve Milks	Steve Ness
Treasurer	Andy Titus	Charlie Sheehan
Superintendent	Michael Broadbent	Michael Broadbent
Clerk	Tanya Dunn	Tanya Dunn
Auditor	HRH Smith	HRH Smith

Personnel Discussion

Both Boards are asked to discuss a personnel matter in executive session.

February 21, 2023, 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, February 21, 2023 at 4:00pm.

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

Members absent: Raymond Fortier and Thomas Moulin

On motion of Charles Sheehan, seconded by Stephen Milks, it was unanimously voted: **To approve the minutes of the Regular Meeting of January 17, 2023.**

FINANCIAL REPORT – Revenues are up. Water gallons sold increased by 3 3/4%. The cash on hand is at \$1.5 million.

RATIFY PAYMENT OF BILLS

On motion of Charles Sheehan, seconded by Robert Cavanagh, it was unanimously voted: **To ratify the payment of bills in the amount of \$303,236.50 dated January 1, 2023-January 31, 2023.**

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

ACTIVITY REPORT /PROJECT UPDATE – The winter months are a good time to clear the x-country sewer lines. This keeps the crews busy and provides the District with access to the sewer lines. We have cleared on Vivian St., E. Hardscrabble Rd., Colonial Way, Sunset Ave. and Bradman St.

The E-3 generator has arrived and ready for start-up.

The issue at 43 Second Street has been resolved. The sewer service has been connected to the sanitary sewer line and the roof drains have been connected to the storm drain. The City paid for half the cost of getting this completed.

NEW AUBURN INFRASTRUCTURE EXPANSION – The expansion is driven by development. The City is to pay for the Study by Wright-Pierce Engineers. Superintendent Broadbent received draft results of the Study and had a few slides to show the Trustees at the meeting.

There is the possibility of future commercial growth on Washington St. and that would be the most costly.

There is the possibility of mixed use development on South Main St and Vickery Rd.

Most of the areas available for development will require pump stations.

Some areas would have to be developed first in order to allow for another to take place.

186 MAIN STREET – The developer would like to re-locate Miller Street which is at the back of the property. The District has two sewer mains in this area and need to retain the right to access and maintain those lines. The City is working with us to develop language for the easement. Superintendent Broadbent has consulted with legal counsel to insure the District is not burdened by the developer.

February 21, 2023

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LAWPCA APPORTIONMENT & FINANCIALS - The apportionment will remain at 64/36 until more data is gathered.

WASHINGTON ST. PUMP STATION DESIGN – This is ongoing. There are a lot of factors to consider in determining the size of a pump.

MALL AREA MODELING – We are looking at up to 1300 units. Superintendent Broadbent indicated that AR Development plans to put a driveway over an existing sewer main and should consider upsizing a section of pipe from 8” to 12” in that area before all is paved. It would be more costly to fix after the fact. Stephen Milks told Superintendent Broadbent to forward him an email regarding this recommendation and cc to Phil Crowell.

Superintendent Broadbent requested to add an Executive Session to the Agenda.

On motion Stephen Milks, seconded by Charles Sheehan it was unanimously voted: To suspend the rules.

On motion of Stephen Milks, seconded by Robert Cavanagh, it was unanimously voted: **To add an Executive Session**

EXECUTIVE SESSION IN ACCORDANCE WITH 1 M.R.S.A § 405 (6) C to DISCUSS A PROPERTY MATTER-

The meeting came out of executive session.

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

Respectfully submitted,

Diane Drinkwater

**AUBURN SEWERAGE DISTRICT
OPERATING STATEMENT - TRUSTEES' REPORT
TWO MONTHS ENDED FEBRUARY 28, 2023**

	FEBRUARY	2023	Y-T-D THRU FEBRUARY 2023		
	YTD - 2022	BUDGET	ACTUAL	BUDGET	VARIANCE
<u>REVENUES:</u>					
Metered Income	\$612,694	\$4,010,574	\$662,953	\$668,614	(\$5,661)
Industrial Surcharge	7,975	52,249	8,358	7,976	381
Shared Debt with City	0	41,392	0	6,899	(6,899)
Jobbing & Mdse. - NET	2,223	9,795	1,240	1,633	(393)
Sewer Assessments	842	19,030	3,832	3,172	660
Finance Charges	1,048	6,489	881	1,082	(200)
Interest Income	523	9,058	6,113	1,510	4,604
Industrial Treatment Sampling	8,400	42,500	7,083	7,083	0
Capacity Fees (SDS)	750	28,367	11,250	4,728	6,522
TOTAL REVENUES	634,454	4,219,454	701,710	702,695	(985)
			16.63%	16.67%	< Standard
<u>EXPENSES:</u>					
Payroll	76,114	526,202	117,417	103,469	13,948
Employee Benefits	46,925	272,677	35,356	45,446	(10,091)
Maint. of Sewers	1,217	68,520	7,833	11,420	(3,587)
Lift Stations	11,703	74,825	13,863	12,471	1,392
Maint. of Buildings	9,794	51,823	9,950	8,637	1,312
Maint. of Trucks	4,180	28,890	928	4,815	(3,887)
Office Expense	5,988	31,849	9,368	5,308	4,060
Collection Expense	75	(776)	122	(129)	252
General Expense	674	5,948	878	991	(114)
Insurance	11,688	59,459	12,938	9,910	3,028
Legal & Accounting Fees	1,356	6,841	4,774	1,140	3,634
Billing Expense	16,220	81,317	16,765	13,553	3,212
L.A.W.P.C.A.	318,501	1,930,830	321,805	321,805	0
SUB-TOTAL	504,434	3,138,405	551,996	538,836	13,160
Interest	10,058	183,598	41,342	30,600	10,742
TOTAL EXPENSES	514,493	3,322,003	593,337	569,435	23,902
			17.86%	16.67%	< Standard
Bonds - Principal Payments	0	558,962	0	93,160	(93,160)
SURPLUS FROM OPERATIONS	119,962	338,489	108,373	40,100	68,273

AUBURN SEWERAGE DISTRICT
BALANCE SHEET
PERIOD ENDING - FEBRUARY 28, 2023

	<u>2/28/2023</u>	<u>12/31/2022</u>	<u>2/28/2023</u>	<u>12/31/2022</u>
Property, Plant and Equipment:				
Plant in Service	37,343,996.92	37,343,996.92	19,797,885.81	19,584,339.88
Less: Accumulated Depreciation	(17,457,504.84)	(17,375,104.84)		
	<u>19,886,492.08</u>	<u>19,968,892.08</u>	5,540,243.31	5,664,099.15
Construction Work In Progress	122,835.39	66,564.23	61,942.00	61,942.00
Current Assets:				
Cash	1,663,030.00	1,517,992.53	558,961.83	435,105.99
Accounts Receivable	224,753.69	232,254.20	69,429.34	124,340.68
Construction Assessments	7,445.81	7,564.00	113,031.51	71,903.28
City of Auburn Debt	269,052.32	269,052.32	16,370.00	15,525.00
Inventory	48,325.50	48,325.50	31,608.66	38,692.00
PrePays	18,414.08	4,318.08	123,832.09	184,774.45
Total Current Assets	<u>2,231,021.40</u>	<u>2,079,506.63</u>	<u>913,233.43</u>	<u>870,341.40</u>
Investments:				
Money Market	501,635.09	501,076.08		
CD's	3,528,509.56	3,517,980.48		
Total Investments	<u>4,030,144.65</u>	<u>4,019,056.56</u>		
Deferred Charges	42,811.03	46,702.93		
Total Assets	<u>26,313,304.55</u>	<u>26,180,722.43</u>	<u>26,313,304.55</u>	<u>26,180,722.43</u>
			Total Equity & Liabilities	
			<u>26,313,304.55</u>	<u>26,180,722.43</u>

Sewer Metered Revenue - Versus Prior Year

Month	2023	2022	MTD Change	%	YTD Change	%
January	\$350,998.58	\$311,995.69	\$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	\$0.00	\$297,207.28	(\$297,207.28)	-100.00%	(\$246,947.51)	-27.14%
April	\$0.00	\$315,754.25	(\$315,754.25)	-100.00%	(\$662,701.76)	-45.91%
May	\$0.00	\$298,264.88	(\$298,264.88)	-100.00%	(\$960,966.64)	-56.50%
June	\$0.00	\$297,064.21	(\$297,064.21)	-100.00%	(\$1,158,030.85)	-63.59%
July	\$0.00	\$320,877.00	(\$320,877.00)	-100.00%	(\$1,478,907.85)	-69.05%
August	\$0.00	\$302,573.53	(\$302,573.53)	-100.00%	(\$1,781,481.38)	-72.88%
September	\$0.00	\$304,111.13	(\$304,111.13)	-100.00%	(\$2,085,592.51)	-75.88%
October	\$0.00	\$319,983.35	(\$319,983.35)	-100.00%	(\$2,405,575.86)	-78.40%
November	\$0.00	\$292,754.01	(\$292,754.01)	-100.00%	(\$2,698,329.87)	-80.28%
December	\$0.00	\$313,861.74	(\$313,861.74)	-100.00%	(\$3,012,191.61)	-81.96%
Year-to-Date:	\$662,953.29	\$3,675,144.90				

Sewer Metered Gallons Sold

Month	2023	2022	MTD Change	%	YTD Change	%
January	41,913,971	40,393,855	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	0	42,870,363	(42,870,363)	-100.00%	(45,437,664)	-36.19%
April	0	40,926,094	(40,926,094)	-100.00%	(86,363,758)	-51.88%
May	0	41,412,840	(41,412,840)	-100.00%	(127,776,599)	-61.46%
June	0	42,317,778	(42,317,778)	-100.00%	(170,094,377)	-67.98%
July	0	41,978,643	(41,978,643)	-100.00%	(212,073,020)	-72.58%
August	0	41,815,384	(41,815,384)	-100.00%	(253,888,404)	-76.01%
September	0	43,766,901	(43,766,901)	-100.00%	(297,655,305)	-78.79%
October	0	50,570,470	(50,570,470)	-100.00%	(348,225,775)	-81.30%
November	0	39,556,424	(39,556,424)	-100.00%	(387,782,199)	-82.88%
December	0	40,069,014	(40,069,014)	-100.00%	(427,851,213)	-84.23%
Year-to-Date:	80,117,921	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)	-0.85%
March	\$0.00	\$324,333.28	(\$324,333.28)	-100.00%	(\$329,993.82)	-33.23%
April	\$0.00	\$344,573.02	(\$344,573.02)	-100.00%	(\$674,566.84)	-60.43%
May	\$0.00	\$325,487.40	(\$325,487.40)	-100.00%	(\$1,000,054.24)	-60.14%
June	\$0.00	\$324,177.15	(\$324,177.15)	-100.00%	(\$1,324,231.39)	-66.64%
July	\$0.00	\$350,163.32	(\$350,163.32)	-100.00%	(\$1,674,394.71)	-71.64%
August	\$0.00	\$330,189.30	(\$330,189.30)	-100.00%	(\$2,004,584.02)	-75.15%
September	\$0.00	\$331,867.24	(\$331,867.24)	-100.00%	(\$2,336,451.26)	-77.90%
October	\$0.00	\$349,188.11	(\$349,188.11)	-100.00%	(\$2,685,639.37)	-80.20%
November	\$0.00	\$319,473.56	(\$319,473.56)	-100.00%	(\$3,005,112.93)	-81.93%
December	\$0.00	\$342,507.78	(\$342,507.78)	-100.00%	(\$3,347,620.71)	-83.47%
Year-to-Date:	\$662,953.29	\$4,010,574.00				

Sewer Gross Payroll

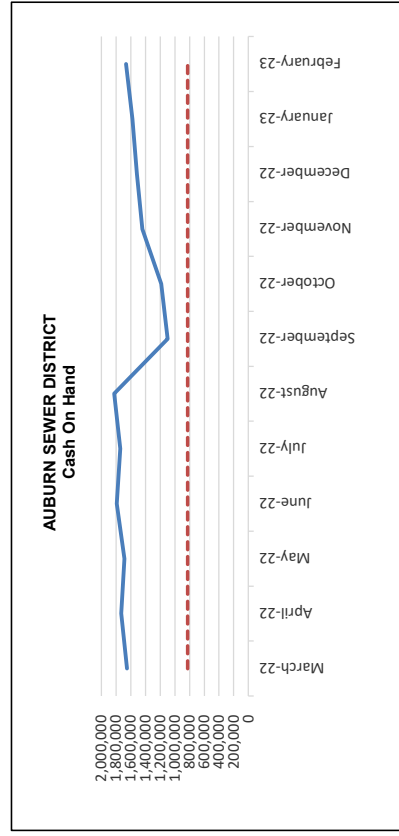
Month	2023	Budget	MTD Change	%	YTD Change	%
January	\$69,876.41	\$67,228.95	\$2,647.46	3.94%	\$2,647.46	3.94%
February	\$44,264.38	\$36,239.69	\$8,024.69	22.14%	\$10,672.15	10.31%
March	\$0.00	\$43,843.14	(\$43,843.14)	-100.00%	(\$33,170.99)	-22.52%
April	\$0.00	\$46,368.07	(\$46,368.07)	-100.00%	(\$79,539.07)	-41.07%
May	\$0.00	\$44,103.36	(\$44,103.36)	-100.00%	(\$123,642.43)	-52.00%
June	\$0.00	\$35,320.90	(\$35,320.90)	-100.00%	(\$158,963.33)	-58.21%
July	\$0.00	\$47,318.99	(\$47,318.99)	-100.00%	(\$206,282.32)	-64.38%
August	\$0.00	\$43,542.40	(\$43,542.40)	-100.00%	(\$249,824.72)	-68.64%
September	\$0.00	\$36,792.56	(\$36,792.56)	-100.00%	(\$286,617.28)	-71.52%
October	\$0.00	\$46,140.28	(\$46,140.28)	-100.00%	(\$332,757.56)	-74.46%
November	\$0.00	\$45,334.94	(\$45,334.94)	-100.00%	(\$378,092.50)	-76.81%
December	\$0.00	\$33,968.71	(\$33,968.71)	-100.00%	(\$412,061.21)	-78.31%
Year-to-Date:	\$114,140.79	\$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	\$0
Locator (Split AWD)	\$2,000	\$1,055
Misc Shop Tools	\$3,570	\$527
Washington St Pump Station Design	\$40,000	\$1,896
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	\$0
Equipment Garage Design (Split AWD)	\$6,000	\$1,794
Equipment	\$94,820	\$5,272
Davis Ave. - Lake to Dead End	\$51,975.00	\$0
Second St. - Roak - Brook	\$45,000.00	\$0
Hampton Ave. - Russell - Goodrich	\$25,650.00	\$0
High St. - Academy - Elm	\$10,800.00	\$0
Shepley St. - Downsize 24" to 15"	\$130,000.00	\$0
Marindale Rd - Eliminate Seg	\$13,000.00	\$0
Replace Generator Cables	\$25,000.00	\$0
TBD	\$135,000.00	\$0
Projects (total includes benefit costs on labor)	\$436,425	\$0
Total Capital	\$531,245	\$5,272

AUBURN SEWER DISTRICT CUSTOMER ACCOUNTS RECEIVABLE

Aging	Current	30 day	60 day	90 day	120 day	Finance Chgs	Other	Totals
February	111,645.32	48,321.36	10,269.46	9,648.48	17,522.54	2,408.18	0.00	199,815.34
	55.9%	24.2%	5.1%	4.8%	8.8%	1.2%	0.0%	100.0%
January	134,585.75	30,199.64	7,574.92	10,157.54	18,468.74	2,363.19	0.00	203,349.78
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	103,395.60	28,607.40	7,479.11	9,281.39	19,298.55	2,431.92	0.00	170,493.97



Auburn Sewer District Accounts Payable Check Register February 1, 2023 thru February 28, 2023
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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>
7273	2/3/2023	1	G & G Holdings LLC	1/27/2023	Refund Final Overpd A/R - Customer Accts Rec	47.53
						<u>47.53</u>
7274	2/3/2023	2	Regional home Care	2/2/2023	Refund Credit Bal A/R - Customer Accts Rec	17.21
						<u>17.21</u>
7275	2/3/2023	2	Constellation NewEnergy, Inc.	1/27/2023	Evergreen Accrued Power	46.09
7275	2/3/2023	2	Constellation NewEnergy, Inc.	1/25/2023	Bradman Accrued Power	133.10
7275	2/3/2023	2	Constellation NewEnergy, Inc.	1/26/2023	Stetson Accrued Power	0.38
7275	2/3/2023	1	Constellation NewEnergy, Inc.	1/18/2023	Washington Accrued Power	146.88
7276	2/3/2023	1	Grainger	1/12/2023	Expansion Plugs Truck #35 (2013 Vacuum Truck)	150.49
						<u>150.49</u>
7277	2/3/2023	2	Maine Municipal Emp.Hlth.	1/10/2023	39021 Feb Ins Accrued IPP Withheld	251.97
7277	2/3/2023	2	Maine Municipal Emp.Hlth.	1/10/2023	39021 Feb Ins Accrued Dental	407.97
7277	2/3/2023	2	Maine Municipal Emp.Hlth.	1/10/2023	39021 Feb Ins Employee Benefits	30.00
7277	2/3/2023	2	Maine Municipal Emp.Hlth.	1/10/2023	39021 Feb Ins Accrued Life Insurance	90.00
7278	2/3/2023	1	Maine Municipal Association	1/1/2023	Prop & Casualty Pre-Paid	21,144.00
						<u>21,144.00</u>
7279	2/10/2023	2	Andros. Registry Of Deeds	2/10/2023	release lien Lien Release Fees	22.00
						<u>22.00</u>

**Auburn Sewer District
Accounts Payable Check Register
February 1, 2023 thru February 28, 2023**

3/10/2023

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount</u>
7280	2/10/2023	2	Stephen Beebe	1/27/2023	Damage Claim Misc Expense-Mains-Mnt	500.00
						<u>500.00</u>
7281	2/10/2023	2	Constellation NewEnergy, Inc.	2/3/2023	Worthley Brook Accrued Power	262.87
7281	2/10/2023	2	Constellation NewEnergy, Inc.	2/1/2023	Riverside Dr Accrued Power	1.87
7281	2/10/2023	1	Constellation NewEnergy, Inc.	1/17/2023	"H" St Accrued Power	8.53
7281	2/10/2023	1	Constellation NewEnergy, Inc.	1/17/2023	"F" St Accrued Power	6.36
7281	2/10/2023	1	Constellation NewEnergy, Inc.	1/17/2023	"E" St Accrued Power	8.21
7281	2/10/2023	1	Constellation NewEnergy, Inc.	1/17/2023	Simpsons Beach Accrued Power	33.69
7281	2/10/2023	1	Constellation NewEnergy, Inc.	1/17/2023	Garfield Accrued Power	8.70
7281	2/10/2023	1	Constellation NewEnergy, Inc.	1/17/2023	Pond View Accrued Power	270.82
7281	2/10/2023	2	Constellation NewEnergy, Inc.	1/31/2023	Simpsons Beach Accrued Power	15.16
						<u>616.21</u>
7282	2/10/2023	1	Horizon Solutions, LLC	1/16/2023	Supplies 2022 E-3 Generator	592.75
						<u>592.75</u>
7283	2/10/2023	1	MissionSquare	1/31/2023	304412 ICMA 457 Accrued Deferred Comp	3,266.03
						<u>3,266.03</u>
7284	2/10/2023	1	MissionSquare	1/31/2023	109636 ICMA 401 Employee Benefits	3,987.95
						<u>3,987.95</u>

Auburn Sewer District
Accounts Payable Check Register
February 1, 2023 thru February 28, 2023

3/10/2023

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount</u>
7285	2/10/2023	1	MissionSquare	1/31/2023	705328 Roth IRA Accrued IRA/ICMA	1,038.50
						<u>1,038.50</u>
7286	2/17/2023	2	Constellation NewEnergy, Inc.	1/31/2023	Sandy Beach Accrued Power	55.32
7286	2/17/2023	2	Constellation NewEnergy, Inc.	1/31/2023	E. Shore Lane Accrued Power	12.32
7286	2/17/2023	2	Constellation NewEnergy, Inc.	2/8/2023	Chicoine Accrued Power	128.75
7286	2/17/2023	2	Constellation NewEnergy, Inc.	2/9/2023	River Station Accrued Power	236.54
7286	2/17/2023	2	Constellation NewEnergy, Inc.	2/9/2023	Merrow Rd Accrued Power	25.24
7286	2/17/2023	2	Constellation NewEnergy, Inc.	2/9/2023	Lew Jct #1 Accrued Power	298.78
7286	2/17/2023	2	Constellation NewEnergy, Inc.	2/10/2023	Moose Brook Accrued Power	305.56
7286	2/17/2023	2	Constellation NewEnergy, Inc.	1/31/2023	E. Shore Rd Accrued Power	7.44
						<u>1,069.95</u>
7287	2/17/2023	3	Group Dynamic, Inc.	2/17/2023	HRA - Mar Employee Benefits	28.00
						<u>28.00</u>
7288	2/17/2023	1	Industrial Automation Supply	1/31/2023	Supplies 2022 E-3 Generator	82.33
7288	2/17/2023	1	Industrial Automation Supply	1/19/2023	Supplies 2022 E-3 Generator	373.85
						<u>456.18</u>
7289	2/17/2023	3	Maine Municipal Emp.Hlth.	2/7/2023	39021-Mar Ins Accrued Dental	407.97
7289	2/17/2023	3	Maine Municipal Emp.Hlth.	2/7/2023	39021-Mar Ins Accrued IPP Withheld	251.97

Auburn Sewer District
Accounts Payable Check Register
February 1, 2023 thru February 28, 2023

3/10/2023

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount</u>
7289	2/17/2023	3	Maine Municipal Emp.Hlth.	2/7/2023	39021-Mar Ins Employee Benefits	30.00
7289	2/17/2023	3	Maine Municipal Emp.Hlth.	2/7/2023	39021-Mar Ins Accrued Life Insurance	-180.00
						<u>509.94</u>
7290	2/17/2023	2	RHR Smith & Co	2/10/2023	Progress Billing Accounting & Audit	2,000.00
						<u>2,000.00</u>
7291	2/24/2023	2	Auburn Water District	1/31/2023	Jan Expenses A/P - Due to AWD	29,910.56
						<u>29,910.56</u>
7292	2/24/2023	2	Constellation NewEnergy, Inc.	2/16/2023	Washington St Accrued Power	141.15
						<u>141.15</u>
7293	2/24/2023	1	Horizon Solutions, LLC	1/31/2023	Supplies 2022 E-3 Generator	148.57
						<u>148.57</u>
7294	2/24/2023	1	L.A.W.P.C.A.	1/24/2023	2018F Accrued - LAWPCA	548.11
7294	2/24/2023	2	L.A.W.P.C.A.	2/1/2023	Feb Ops Accrued - LAWPCA	98,619.90
						<u>99,168.01</u>
7295	2/24/2023	2	Craig Millett	2/21/2023	Equip Rental Misc Expense-Mains-Mnt	3,000.00
						<u>3,000.00</u>
7296	2/24/2023	2	Petro's Ace Hardware	2/3/2023	Tape Flagging Supplies - T&D - Ops	8.58
						<u>8.58</u>
7297	2/24/2023	2	Power Products, Inc.	2/1/2023	PM Generator Expense - E2 - PS	500.00
7297	2/24/2023	1	Power Products, Inc.	1/27/2023	generator 2022 E-3 Generator	20,720.00
						<u>21,220.00</u>

**Auburn Sewer District
Accounts Payable Check Register
February 1, 2023 thru February 28, 2023**

3/10/2023

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount</u>
7298	2/24/2023	2	Rent-It Of Maine, Inc.	2/1/2023	Rental-pull pump Expense-River Station PS	409.27
						<u>409.27</u>
7299	2/24/2023	1	Wright-Pierce	2/2/2023	Sustainability thru 012723 2022-Capital Improvement Plan	2,018.04
7299	2/24/2023	1	Wright-Pierce	2/2/2023	SWR Model thru 012723 Sewer Capacity Study	4,349.30
7299	2/24/2023	1	Wright-Pierce	2/2/2023	PS Design thru 012723 Washington St. PS Design	884.43
						<u>7,251.77</u>
<u>Grand Tot</u>						<u>197,811.04</u>

2/28/2023

VENDOR	REF	AWD G/L #	ASD G/L #	Amount
Amazon	Truck Calendars	1142-300	2675-800	9.99
Amazon	Cables for CSO Monitors	1142-300	2675-600	27.98
Amazon	Office Supplies	1142-300	2675-800	7.47
American Cancer Society	Memorial	1142-300	2675-800	26.38
Anthem	Health Insurance-Employer	1142-300	2604-000	9,139.58
Anthem	Health Insurance-Employee	1142-300	2241-070	1,886.82
Anthem	Health Insurance-Employee	1142-300	2241-071	17.44
Auburn Water District	Aggregates from Stock-Vivian and Second	1142-300	2620-600	1,124.00
Auburn Water District	Aggregates from Stock-Second St	1142-300	2416-000	788.00
Autodesk	Annual Renewal	1142-300	2620-500	221.55
Batteries Plus	Batteries	1142-300	2620-500	225.79
Bisson	Office Cleaning - Feb	1142-300	2675-500	350.00
Broadbent, Mike	Feb mileage	1142-300	2675-500	175.00
Budget Technology	Copier Lease Pymt	1142-300	2675-800	102.87
Central Maine Power	Power - 268 Court Street	1142-300	2615-500	104.35
Central Maine Power	Power - 268 Court Street	1142-300	2615-800	52.18
Cindy Cass	Mileage & Misc Supplies	1142-300	2675-500	69.14
City of Lewiston	SCADA Tech Wages Jan & Feb	1142-300	2601-600	3,160.00
City of Lewiston	SCADA Tech Benefits Jan & Feb	1142-300	2604-000	1,306.62
City of Lewiston	SCADA Tech Benefits Jan & Feb	1142-300	2658-000	186.46
Computer Place	IT Support	1142-300	2675-800	16.88
Computer Place	IT Support	1142-300	2675-800	6.75
Computer Place	IT Support	1142-300	2675-800	67.50
Computer Place	IT Support	1142-300	2675-800	33.75
Computer Place	IT Support	1142-300	2675-800	336.13
Computer Place	IT Support	1142-300	2675-800	168.75
Computer Place	IT Support	1142-300	2675-800	66.25
Computer Place	IT Support	1142-300	2675-800	67.50
Computer Place	IT Support	1142-300	2675-800	405.00
Computer Place	IT Support	1142-300	2675-800	236.25
Computer Place	IT Support	1142-300	2675-800	6.29
Consolidated Communications	Phone Update	1142-300	2675-500	126.88
Constellation NewEnergy	Power - 268 Court Street	1142-300	2615-500	118.35
Constellation NewEnergy	Power - 268 Court Street	1142-300	2615-800	59.17
Dig Safe System, Inc.	Feb Ops	1142-300	2675-600	197.62
Dube Gravel Company	Sand/Salt Mix	1142-300	2620-500	35.00
Dunkin	Coffee and Donuts	1142-300	2675-800	12.84
Eaton Peabody	Legal services thru 013123	1142-300	2633-800	73.75
FirstLight	Feb phones	1142-300	2676-800	219.83
Goodman Wiping & Paper	Shop Rags	1142-300	2620-500	94.50
Group Dynamics	Employee Benefits	1142-300	2604-000	176.53
Hannaford	Office Supplies	1142-300	2675-800	11.48
Heathco's	Pizza	1142-300	2675-800	88.72
Home Depot	E-3 Generator Supplies	1142-300	2620-217	36.64
Home Depot	Batt Starter Kit w/Charger	1142-300	2105-974	49.50
HR Consulting	HR Consult	1142-300	2675-800	225.00
Intrado	Auto Calls - Jan	1142-300	2675-850	50.07
Kennebec Equipment Rental	Asphalt Blades	1142-300	2620-500	74.98
Maine Oxy	Welding Supplies	1142-300	2620-500	133.84
Maine State Retirement System	Retirement Contribution	1142-300	2241-030	52.62
Maine State Retirement System	Retirement Contribution	1142-300	2604-000	70.62
Maine State Retirement System	Retirement Contribution - Life	1142-300	2604-000	25.36
McMaster-Carr	Misc Hardware	1142-300	2620-500	162.26
Minuteman Press	Window Envelopes	1142-300	2620-800	384.50
NAPA	Vehicle Maint Supplies	1142-300	2677-000	127.82
NAPA	Battery for shop Generator	1142-300	2620-500	101.32
Ness Oil	Feb Fuel	1142-300	2620-500	567.91
Ness Oil	Feb Fuel	1142-300	2650-125	151.42
Ness Oil	Feb Fuel	1142-300	2650-124	154.52
Northern Data Systems	Annual Support	1142-300	2675-700	5,670.50
Northern Data Systems	Customer Billing	1142-300	2675-700	939.98
Petty Cash	Mileage Etc	1142-300	2675-500	13.92
Petty Cash	Mileage Etc	1142-301	2675-500	13.24
Petty Cash	Batteries	1142-302	2620-500	8.44
Pine Tree Waste	bulk waste	1142-300	2675-500	107.93
Pitney Bowes	Dec to March meter rental	1142-300	2675-800	229.95
Quality Glass	Window Repair	1142-300	2675-500	483.31
Rent IT Inc	Dump Trk Rental	1142-300	2675-600	1,164.93
Spectrum-Charger Communications	Internet	1142-300	2676-800	67.49
Staples	Misc Office Supplies	1142-300	2620-800	147.34
Super Shoes	Cloth Allow	1142-300	2604-000	35.99
U.S. Cellular	Cell Phones - Feb	1142-300	2676-500	266.58
United Ag & Turf	Snowblower parts	1142-300	2677-000	10.92
Unitil	Natural Gas - 268 Court Street	1142-300	2620-500	1,495.23
Unum	Feb life insurance	1142-300	2604-000	109.49
Voyager Networks of NE	answering service - Feb	1142-300	2675-800	70.20
WB Mason	Office Supplies	1142-300	2675-500	23.39
WB Mason	Office Supplies	1142-300	2620-800	9.00
WB Mason	Trash Bags, Towels	1142-300	2620-500	55.80

34,966.85

AUBURN SEWERAGE DISTRICT

MONTHLY ACTIVITY REPORT

February 2023

MAINS

Location	Hrs.	Comments	OK	Plug	Maint.	Misc.	New
Annual CSO report	24	completed and submitted to DEP				1	
Mill Street, Vivian	124	Clear cross country mains			1		
Bobbin Mills	2	investigate sewer odor			1		
Lining Bid	2	publicize lining Bid			1		
Amberly Way/Pinicale	2	investigate sewer main size, ok			1		
Colonial Way	42	cleared cross country main			1		
Bradman	24	cleared cross country main			1		
Monthly Totals	7		0	0	6	1	0
2022 Monthly Totals	6		0	0	5	0	1
YTD Totals	6		1	0	3	2	0
2022 YTD Totals	8		0	0	6	1	1

MANHOLES

Location	Ck'd	Comments	OK	Cover	Misc.	Frame & Cover	New
MT Auburn Ave	1	meet contractor and inspect manhole					1
2023 summer projects	1	ordered replacement MH for summer			1		
Airport Drive	1	repaired manhole damaged by plow				1	
730 Center Street	1	re-set manhole cover	1				
Monthly Totals	4		1	0	1	1	1
2022 Monthly Totals	0		0	0	0	0	0
YTD Totals	1		0	0	0	1	0
2022 YTD Totals	5		1	0	1	3	0

SERVICES

Location	Ck'd	Comments	New	OK	Misc.	on owner
97 Broad	1	sewerage in street report, sump pump wtr				1
99 Louise	1	investigate sewer service failure				1
47 James Street	1	service back-up				1
176 First Flight	1	investigate sewer odor		1		
Monthly Totals	4		0	1	0	3
2022 Monthly Totals	7		1	0	2	4
YTD Totals	1		0	0	0	1
2022 YTD Totals	10		1	0	4	5

LIFT STATIONS

Location	No.	Comments
River P.S.	1	Pump 2 failure
W-2	1	low coolant level, cleared
Washington St. P.S.	1	Worked with W-P, gathered data
E3	1	worked on electric service
Rt 26	1	SCADA communication failure
Monthly Totals	5	
2022 Monthly Totals	4	
YTD Totals	5	
2022 YTD Totals	15	

OVERFLOWS

Item	Comments
Monthly Totals	
YTD Totals	

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								
April								
May								
June								
July								
August								
September								
October								
November								
December								
YTD Totals	45.0	5.4	0.0	8.0				
2022 Totals	2.2	1.9						

DIG SAFE

Month	Total	Contractors	MDOT	AHD	School Dept.	Lewiston Water	Consolidated comm.	AWD	CMP	ASD	GAS	MTA
January	204	190	0	0	0	0	0	6	5	0	2	1
February	68	28	0	0	0	0	0	4	31	0	5	0
March												
April												
May												
June												
July												
August												
September												
October												
November												
December												
YTD Totals	272	218	0	0	0	0	0	10	36	0	7	1
2022 Totals	129	82	1	0	1	0	0	16	17	0	12	0

DUTY FOREMAN CALLS

(Overtime)

Districts	Total	High/Low Pressure	Water Quality	Alarms	Service Issue	Leak	Misc.	Locates	Hydrants	Meter	Fire Calls
Sewerage District	6			0	5	0	1	0	0	0	0
Water District	18	0	0	0	15	2	0	0	1	0	0
Monthly Totals	24	0	0	0	20	2	1	0	1	0	0
2022 Monthly Totals	11	0	0	0	6	3	0	1	0	0	1
YTD Totals	6	0	0	0	1	3	0	1	1	0	0
2022 YTD Totals	23	0	0	0	13	6	1	2	0	0	1

OTHER ACTIVITIES

- 1 repair jack stands T-37
- 2 Rebuild chain saws
- 3 Repair radio T-48, 12 volt outlet issue
- 4
- 5
- 6
- 7
- 8
- 9



Champlin Associates

Pump & Controls Specialists

A Crawford Champlin Company

51 Dynamic Drive, Suite B
Scarborough, Maine 04074

207.457.5878
www.ChamplinAssociates.com

Customer ID

C0021

Quote Date

3/7/2023

Attn

Andy Farris

cc

Quote

Quote Number

MFRQ1035

Job Number

MFR1010

Customer Information

Auburn Water & Sewer
PO Box 414
Auburn, ME 04210

Ship To Information

Auburn Water & Sewer
PO Box 414
Auburn, ME 04210

Quote By: Larry Mills

PO #:

RFQ #:

Salesperson: Larry Mills

Phone:

Fax:

Terms: Net 15

Nameplate Information

ID MFR1010
Pump-Make HOMA

Pump-Model AMX644-310-39FCFM-460v
Base/Disconnect NON-SPARKING CLAW

Quote Information

Cause of Failure: Pump hydraulics are worn, sewage in seal chamber, upper/lower mechanical seal has failed, lower bearing is destroyed, rotor damaged.

Required Work: River Pump Station Factory Repair

Pump will be updated with:

- New Cables
- New Volute
- New Impeller
- New Wear Ring
- New Rotor/Shaft
- New Bearings
- Orings/Gaskets

Pump will be cleaned/painted/tested prior to shipping

Lead time for repair is 10-15 business days, plus shipping time.

Material

Unit Price

Ext Price

Total for Material : 13,450.00

Quotes Do Not Include Sales Tax or Freight, Unless Otherwise Noted.

Quote is valid for 15 days.

Lead Time

Subtotal : 13,450.00

Tax : 0.00

Total for Quote MFRQ1035 : 13,450.00

SIGNATURE: _____

DATE: _____

PO# (IF NOT ALREADY ISSUED):

Ship Via: Our Truck

Our Tax ID:

Your Tax ID: E45837

Sales Tax Code 1: No Sales Tax on Sales

Auburn Sewer District

Policies and Practices for accepting new Pumping Stations

Overview

The Auburn Sewerage District is a quasi-municipal entity responsible for operating and maintaining public sewers within Auburn and parts of the Town of Poland. This policy is intended to outline the process of accepting new public infrastructure and pumping stations. As the City has grown, the need for sewerage pumping stations has increased. The District will accept new pumping stations as long as they meet the District's criteria, follow our station specifications and compensate the District for the burden of taking on ownership of the new Station. The District Trustees reserve the right to reject any new pumping station proposal that does not strictly adhere to these conditions.

Station Criteria

New stations must serve more than one owner, multiple units on one lot does not qualify. Stations installed on private property to serve a single owner will not be considered. Stations must be placed within the public right-of-way, or the District be named in a permanent easement.

Station Specifications

All stations will be installed with a minimum of 2 pumps. All stations will be submersible in style and include a wet well and a dry valve vault. All station controls must be compatible with the District's SCADA system and be equipped with a communication system capable of providing real-time data. All stations will have a redundant power supply in the form of a back-up generator. All stations will be sited and designed in a fashion so that security, odors and appearance will have a minimal impact on the community in which they serve.

Deposit Requirements

The District charges a one time deposit on start up of all new pumping stations. The deposit is to minimize the impact of additional operational expense on the existing rate payers of the District. The deposit is calculated based on 10 years of Net Present Value + 4.5% of the O & M costs of the District's stations.

Lewiston - Auburn Water Pollution Control Authority

Monthly Cost Apportionment Summary

Cost Apportionment Summary - First Half of 2023

Month	Lewiston Sewer Division		Op Data %	Op Data \$	Difference \$	Initial %	Auburn Sewerage District		Op Data %	Op Data \$	Difference \$
	Initial %	Initial \$					Initial %	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	0.0
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	0.0
March	64.00%	\$175,324.27	63.84%	\$174,885.96	\$438.31	36.00%	\$98,619.90	36.16%	\$99,058.21	(\$438.31)	0.0
April	64.00%	\$175,324.27	66.18%	\$181,296.25	(\$5,971.98)	36.00%	\$98,619.90	33.82%	\$92,647.92	\$5,971.98	0.0
May	64.00%	\$175,324.27	60.82%	\$166,612.84	\$8,711.42	36.00%	\$98,619.90	39.18%	\$107,331.33	(\$8,711.42)	0.0
June	64.00%	\$175,324.27	62.22%	\$170,448.06	\$4,876.21	36.00%	\$98,619.90	37.78%	\$103,496.11	(\$4,876.21)	0.0
Six Month Adjustment			66.38%		(\$13,012.35)			33.63%		\$13,012.35	0.0

Cost Apportionment Summary - Second Half of 2023

Month	Lewiston Sewer Division		Op Data %	Op Data \$	Difference \$	Initial %	Auburn Sewerage District		Op Data %	Op Data \$	Difference \$
	Initial %	Initial \$					Initial %	Initial \$			
July	64.00%	\$175,324.27	62.24%	\$170,502.85	\$4,821.42	36.00%	\$98,619.90	37.76%	\$103,441.32	(\$4,821.42)	0.0
August	62.00%	\$169,845.39	64.04%	\$175,433.85	(\$5,588.46)	38.00%	\$104,098.78	35.96%	\$98,510.32	\$5,588.46	0.0
September	63.00%	\$172,584.83	65.22%	\$178,666.39	(\$8,821.00)	38.00%	\$104,098.78	34.78%	\$95,277.78	\$8,821.00	0.0
October	63.00%	\$172,584.83	64.50%	\$176,693.99	(\$4,109.16)	37.00%	\$101,359.34	35.50%	\$97,250.18	\$4,109.16	0.0
November	63.00%	\$172,584.83	64.17%	\$175,789.97	(\$3,205.15)	37.00%	\$101,359.34	35.83%	\$98,154.20	\$3,205.15	0.0
December	65.00%	\$178,063.71	69.02%	\$189,076.27	(\$11,012.56)	35.00%	\$95,880.46	30.98%	\$84,867.90	\$11,012.56	0.0
Six Month Total Adj			64.87%		(\$27,914.91)			35.14%		\$27,914.91	0.0
Average to date			66.375%					33.625%			0.0
Adjustments to date					(\$13,012.35)					\$13,012.35	0.0
Average / Adjustments year end			66.38%		(\$13,012.35)			33.63%		\$13,012.35	0.0

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.