

AUBURN WATER DISTRICT

Office Telephone # 784-6469

The regular monthly meeting of the Trustees of the Auburn Water District will be held at the office of the Auburn Water District, 268 Court Street, on Wednesday, July 19, 2023 at 4:00 P.M.

Regular Meeting Agenda

1. Approve Minutes of Regular Meeting of June 21, 2023.
2. Executive Session in accordance with 1 M.S.R.A. § 405 (6) (E) to discuss legal matter.
3. Financial Report Update - Katie Johnston.
4. Ratify Payment of Bills
5. Public Comment
6. Activity Report/Project Update - Matt Waite
7. Old Business
 - Lake Auburn Watershed Protection Commission Update.
 - Water Quality Update
 - 2023 Lead Assistance Grant
8. New Business
 - Sustainable Water Supply Alternatives, request to approve Ground Water Investigation.
 - CDM Smith Watershed Boundary report.
9. Trustee Open Session
10. Adjourn Regular Meeting

Upcoming: Water Trustee Meeting, August 16, 2023 4:00PM

A true record.

Attest: _____

Katharine Johnston, Clerk

7/19/23
~~07/26/2023~~

The regular monthly meeting of the Trustees of the Auburn Water District was held at 268 Court Street, Auburn, Maine on Wednesday, July 19, 2023 at 4:00 p.m.

Members present: Kevin Arel, Dan Bilodeau, Robert Cavanagh, Eric Gould, Jason Pawlina and Andrew Titus, Treasurer. Also present: Michael Broadbent, Superintendent, Matthew Waite, Assistant Superintendent, Katharine Johnston, Finance Director.

Members absent: Stephen Milks, President and Mayor's Representative

APPROVE MINUTES OF REGULAR MEETING of June 21, 2023

On a motion of Kevin Arel, seconded by Eric Dan Bilodeau, it was unanimously voted: **To accept the minutes of the Regular Meeting.**

On a motion of Jason Pawlina, seconded by Robert Cavanagh, it was unanimously voted: **To move the executive session on the agenda to after item nine.**

FINANCIAL REPORT UPDATE

Current revenues are down by \$49,101.03 verse what was budgeted. At the close of June 2023 there was \$3,285,059.37 cash on hand, an increase of \$26,292.76 from the month prior. Board members were also given a revised Operating Statement.

RATIFY PAYMENT OF BILLS

On a motion of Robert Cavanagh, seconded by Kevin Arel, it was unanimously voted: **To ratify payment of bills in the amount of \$489,108.48 as shown on the printout dated June 1st through June 30, 2023.**

PUBLIC COMMENT

Stephen Beale asked for a CDM report status. Superintendent Michael Broadbent responded that the packets went out just prior to him receiving a draft copy and that we would be discussing the draft later on in the meeting.

ACTIVITY REPORT / PROJECT UPDATE

The Hotel Road Project is all but complete. AWD is waiting on Spencer Paving to finish paving; the weather has made this a challenge.

Vernon & Grove Area

Parker Street; 245 feet of 6" unlined cast iron main on Parker Street has been removed and new 8" Bionax main installed. The water main passed the pressure test, it was disinfected, and passed a bacteria sample test. The service lines have been reactivated.

Blake Street; 250 feet of 8" unlined cast iron main on Blake Street has been removed and 8" Bionax main installed. The water main passed the pressure test, it was disinfected, and passed a bacteria sample test. The service lines have been reactivated.

Rowe Street; 250 feet of 8" unlined cast iron main on Rowe Street has been removed and 8" PVC main installed.

7/19/23
~~07/26/2023~~

The water crew is approximately 3 weeks ahead of Gendron & Gendron who is the contractor for the Auburn Recondition Project. French's Lane is the last remaining water main scheduled to be replaced and work has been initiated.

Second Street; Customers have been notified of the pending project and fire department has been notified. AWD worked jointly with AFD to supply limited water for two fire services located within the shutdown. Gendron & Gendron is behind schedule and will not start until late July.

Dunn Street; ETTI directionally bored and pulled 240 feet of 8" PVC water main on Dunn Street from Second Street to Third Street. There is still a lot of work to be done and the remainder is scheduled for mid to late July. ETTI also directionally bored and pulled 230 feet of 1.5" CTS water main on Dunn Street from Fourth Street to Fifth Street. There is still a lot of work to be done and the remainder is scheduled for mid to late July.

A power point presentation was shown in regards to the Lead Copper Rule.

OLD BUSINESS

Lake Auburn Watershed Protection Commission Update

The Commission held a special meeting in July to attend to business that was not completed in June. They continue to develop by-laws and they are finishing the update of the Watershed Management Plan/ They have appointed two members to serve on the ad-hoc committee recommended by the District.

Water Quality Update

Turbidity continues to trend down and we seem to have plateaued with SECCHI at 10.5M. Clarity has also improved in other parts of the lake which we are happy to see.

We are seeing Synura in the algae samples. Probably below the thermocline in the cooler water. Synura is an algae responsible for cucumber taste and odors. It thrives in colder water. We will continue to monitor its presence and concentration in the water column. The thermocline is around 6 Meters. The water temperature heated up quickly with the weather. The lake is elevated compared to normal elevations this time of year.

At the treatment plant we are dealing with some issues with UV lamps and a new design grounding wire (solid not braided) that stains the quartz tubes. We are working with the manufacturer to swap those out. Recently, we have performed vibration analysis to the low and high lift motors. We still have some resonance (vibration) issues with the 4 raw water assemblies that we will continue to address.

The contractor asked to inspect the vanes on the pumps for 2, 3 and 4. We will plan on cleaning the clear well this Fall.

2023 Lead Assistance Grant

The Auburn Water District was approved for a loan in the amount of \$650,000 by the Maine Drinking Water Program. This loan request was filed to purchase a vacuum truck to be used to develop out lead service line inventory before October 2024.

The loan was approved with a 55% grant (\$375,000), for a term of 20 years at 0% interest. This is an excellent opportunity to secure critical equipment that will allow us to complete the required work and realize an additional capital savings to rate payers of \$3,500,000.

7/19/23
07/26/2023

The District has until July 21, 2023 to accept the offer. I am requesting the Board's consideration and approval of this loan so that we can get started on this as soon as possible.

On a motion of Kevin Arel, seconded by Robert Cavanagh, it was unanimously voted: **Approval of loan for vector truck with a 55% grant from the State.**

NEW BUSINESS

Sustainable Water Supply Alternatives

The Sub-Committee met on June 15th and reviewed the Town Wide Feasibility Study prepared by Weston and Sampson. The Committee would like to proceed with this work. This not something we are currently budgeted for. This type of study qualifies for a Capacity Development Grant from the Maine Drinking Water Program for up to \$30,000. We would have to wait until 2024 to apply for the funds and it would require us to bid the work.

CDM Smith Watershed Boundary

On Monday July 10, CDM Smith presented their findings on the Gracelawn Watershed Boundary to the Maine Drinking Water Program. CDM Smith completed 3D modeling of the surface and ground water for the areas in question. This work proves there are areas that are currently in the watershed that should not be because the surface and ground water do not flow towards the lake. They plan to delineate a new boundary line that be considered by the two water entities and the Drinking Water Program. The DWP agreed to review the report and they consider an alternate watershed boundary if the information is complete. The draft report was submitted on July 14th, 2023.

TRUSTEE OPEN SESSION

None

EXECUTIVE SESSION IN ACCORDANCE with 1 M.S.R.A. § 405 (6) (E) to DISCUSS A LEGAL MATTER

On a motion of Kevin Arel seconded by Eric Gould, it was unanimously voted: **To move into executive session.**

Exited executive session at 5:30PM

On a motion of Robert Cavanagh, seconded Dan Bilodeau, it was unanimously voted: **To adjourn.**

Respectfully submitted,

Katharine Johnston

Approved: August 16, 2023

A true record:

Attest: _____

Clerk, Katharine Johnston

**AUBURN WATER DISTRICT
OPERATING STATEMENT - TRUSTEES' REPORT
SEVEN MONTHS ENDED JULY 31 2023**

	JULY	2023	Y-T-D JULY 2023		
	YTD - 2022	BUDGET	ACTUAL	BUDGET	VARIANCE
REVENUES:					
Water Sales	\$1,681,587	\$2,951,442	\$1,406,871	\$1,688,083	-\$281,212
Rent income	45,365	80,424	37,958	46,914	-8,956
Interest Income	5,354	11,554	17,953	6,740	11,213
Mdse. & Jobbing - NET	(3,917)	55,812	26,358	32,557	-6,199
Hydrant Rental	477,039	817,781	408,891	477,039	-68,148
Private Fire Prot.	260,275	444,027	230,603	259,016	-28,413
Misc. Op. Revenue	61,857	96,852	39,257	56,497	-17,240
TOTAL REVENUES	2,527,560	4,457,892	\$2,167,891	\$2,566,846	-\$398,955
			49%	58% < Standard	
EXPENSES:					
Payroll	566,896	1,039,534	\$662,324	\$625,108	\$37,216
Treatment:					
UV Treatment Plant	218,334	431,059	\$243,095	\$251,451	-\$8,356
Chloramine Facility	5,012	17,704	\$10,052	\$10,327	-\$275
Laboratory	13,386	42,756	\$10,140	\$24,941	-\$14,801
Trans & Dist Maint:					
Maint of Mains	93,684	100,000	\$66,065	\$58,333	\$7,732
Dist System	67,758	118,045	57,329	\$68,860	-\$11,531
Other	11,439	22,983	\$24,139	\$13,407	\$10,733
Administration:					
Employee Benefits	215,206	433,071	\$175,264	\$252,625	-\$77,361
Legal & Accounting	52,118	70,000	\$54,521	\$40,833	\$13,687
Customer Billing	17,054	27,016	\$17,003	\$15,759	\$1,244
Insurances	41,988	63,127	\$42,217	\$36,824	\$5,393
Other	38,689	64,534	\$29,164	\$37,645	-\$8,481
Vehicles	66,838	117,826	\$58,561	\$68,732	-\$10,171
Gull Management	48,500	63,320	\$43,250	\$36,937	\$6,313
Lake Auburn Watershed	41,566	85,000	\$484	\$49,583	-\$49,099
SUB-TOTAL	1,498,468	2,695,975	\$1,493,607	\$1,591,365	-\$97,758
			55%	58% < Standard	
Interest	72,691	151,680	\$63,500	\$88,480	-\$24,980
TOTAL EXPENSES	1,571,159	2,847,655	\$1,557,107	\$1,679,845	-\$122,738
Bonds - Principal Payments	152,951	753,709	\$184,000	\$439,664	-\$255,664
SURPLUS FROM OPERATIONS	803,450	856,528	\$426,784	\$447,337	-\$20,553

**AUBURN WATER DISTRICT
BALANCE SHEET
PERIOD ENDING - JULY 31, 2023**

	7/31/2023	12/31/2022	7/31/2023	12/31/2022
Property, Plant and Equipment:				
Plant in Service	40,866,939.79	40,875,998.39	18,197,996.68	17,014,159.18
Less: Accumulated Depreciation	(15,456,669.45)	(15,115,766.81)	475,982	1,181,631.65
	<u>25,410,270.34</u>	<u>25,760,231.58</u>	<u>18,673,579.02</u>	<u>18,195,790.83</u>
Construction Work in Progress	590,730.66	56,811.14	5,928,668.97	6,082,336.35
Net Utility Plant	26,001,001.00	25,817,042.72	24,602,247.99	24,278,127.18
Current Assets:				
Cash & Working Funds	3,408,583.15	3,354,884.79	119,028.70	97,253.60
Accounts Receivable - Net	462,372.11	399,255.02	15,350.00	14,595.00
Prepayments	74,580.07	25,357.99	10,968.21	27,835.18
Inventory	128,098.92	140,802.26	128,542.83	110,024.96
Total Current Assets	4,073,634.25	3,920,300.06	273,889.74	249,708.74
Investment CD	1,008,656.66	1,005,268.91	115,830.40	135,170.98
Deferred Debits:				
2014 Intake Cleaning	14,568.59	19,446.59	6,105,892.37	6,099,051.38
Total Assets	31,097,860.50	30,762,058.28	31,097,860.50	30,762,058.28
Capitalization:				
Retained Earnings			18,197,996.68	17,014,159.18
Current Year Earnings			475,982	1,181,631.65
			<u>18,673,579.02</u>	<u>18,195,790.83</u>
Bonds			5,928,668.97	6,082,336.35
Total Capitalization			<u>24,602,247.99</u>	<u>24,278,127.18</u>
Current Liabilities:				
Accounts Payable		3,354,884.79	119,028.70	97,253.60
Customer Deposits		399,255.02	15,350.00	14,595.00
Accrued Interest		25,357.99	10,968.21	27,835.18
Miscellaneous Liabilities		140,802.26	128,542.83	110,024.96
Total Current Liabilities		3,920,300.06	273,889.74	249,708.74
Equipment Leases		1,005,268.91	115,830.40	135,170.98
Contributions in Aid		19,446.59	6,105,892.37	6,099,051.38
Total Equity Capital and Liabilities		30,762,058.28	31,097,860.50	30,762,058.28