

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

Regular Meeting Agenda

1. Approve Minutes of Regular Meeting of May 17, 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 - Mike Broadbent
  - Dunn Street Approval
7. Old Business
  - Sustainable Water Supply Alternatives
  - Lake Auburn Watershed Protection Commission Update.
  - Water Quality Update
  - 2022 Audit
8. New Business
  - 2023 Lead Assistance Grant
  - Formation of Ad-Hoc Committee, Watershed Protections.
9. Trustee Open Session
10. Executive Session in accordance with 1 M.S.R.A. § 405 (6) (A) to discuss a personnel matter.
11. Adjourn Regular Meeting

Upcoming: Water Trustee Meeting, July 19, 2023 4:00PM

A true record:

Attest: 

Katharine Johnston



6/21/23  
~~06/26/2023~~

The regular monthly meeting of the Trustees of the Auburn Water District was held at 268 Court Street, Auburn, Maine on Wednesday, June 21, 2023 at 4:00 p.m.

Members present: Kevin Arel, Dan Bilodeau, Robert Cavanagh, Eric Gould, Jason Pawlina Stephen Milks, President and Mayor's Representative and Andrew Titus, Treasurer. Also present: Michael Broadbent, Superintendent, Katharine Johnston, Finance Director.

Members absent: None

#### **APPROVE MINUTES OF REGULAR MEETING of May 17, 2023**

On a motion of Robert Cavanagh, seconded by Eric Gould, it was unanimously voted: **To accept the minutes of the Regular Meeting.**

On a motion of Dan Bilodeau, seconded by Jason Pawlina, it was unanimously voted: **To suspend the rules and appoint and nominate Katharine Johnston as Clerk for the remainder of the term.**

#### **FINANCIAL REPORT UPDATE**

Water sales are down 2.5% from this time last year, leaving a \$28,000 variance in metered revenues. Capital work is in full swing. The District has spent \$448, 000 through the end of the month. May ended with \$3.26 million cash on hand.

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

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

Exited executive session at 4:25PM

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

On a motion of Robert Cavanagh, seconded by Dan Bilodeau, it was unanimously voted: **To ratify payment of bills in the amount of \$443,955.58 as shown on the printout dated May 1<sup>st</sup> through May 31<sup>st</sup>, 2023.**

#### **PUBLIC COMMENT**

None

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

Hotel Project is nearly complete. The remaining work includes tying Royal Avenue to 20" main, some paving, loaming, and seeding. The project has exceeded its budgeted amount because of workforce shortages, multiple projects running in conjunction with one another, unforeseen work, increased cost of labor and increased cost of materials

Vernon & Grove Area- 245 feet of 6" unlined cast iron main on Parker Street has been removed and new 8" Bionax main installed. 250 feet of 8" unlined cast iron main on Blake Street has been removed and 8" Bionax main installed. Currently, crews are preparing to remove 250 feet of 8" unlined cast iron main on Rowe Street.

6/21/23

~~06/26/2023~~

**Ad-Hoc Committee**

On a motion of Dan Bilodeau, seconded by Kevin Arel, it was unanimously voted: **To create an ad hoc committee and appoint Steve Milks and Michael Broadbent to be ad hoc committee.**

**TRUSTEE OPEN SESSION**

Dan Bilodeau asked that the Southern Link Trail system be a future agenda item for discussion.

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

Respectfully submitted,

Katharine Johnston

Approved: July 19, 2023

A true record:

Attest: \_\_\_\_\_

  
Katharine Johnston, Clerk

**AUBURN WATER DISTRICT  
OPERATING STATEMENT - TRUSTEES' REPORT  
SIX MONTHS ENDED JUNE 30TH 2023**

	JUNE		2023		Y-T-D June 2023	
	YTD - 2022	BUDGET	ACTUAL	BUDGET	VARIANCE	
<b>REVENUES:</b>						
Water Sales	\$1,401,594	\$2,951,442	\$1,148,291	\$1,407,008	-\$258,717	
Rent income	38,662	80,424	31,613	33,510	-1,897	
Interest Income	4,479	11,554	15,277	4,814	10,463	
Mdse. & Jobbing - NET	75,691	55,812	21,812	23,255	-1,443	
Hydrant Rental	408,891	817,781	408,891	340,742	68,149	
Private Fire Prot.	223,480	444,027	191,891	185,011	6,879	
Misc. Op. Revenue	56,557	96,852	32,895	40,355	-7,460	
<b>TOTAL REVENUES</b>	<b>2,209,354</b>	<b>4,457,892</b>	<b>\$1,850,670</b>	<b>\$2,034,696</b>	<b>-\$184,026</b>	
			42%	42%	< Standard	
<b>EXPENSES:</b>						
Payroll	491,470	1,039,534	\$503,008	\$532,501	-\$29,492	
Treatment:						
UV Treatment Plant	177,435	431,059	\$200,529	\$179,608	\$20,921	
Chloramine Facility	4,546	17,704	\$9,651	\$7,377	\$2,274	
Laboratory	10,883	42,756	\$5,405	\$17,815	-\$12,410	
Trans & Dist Maint:						
Maint of Mains	88,098	100,000	\$49,176	\$41,667	\$7,509	
Dist System	63,322	118,045	44,158	\$49,185	-\$5,028	
Other	7,733	22,983	\$19,506	\$9,576	\$9,930	
Administration:						
Employee Benefits	181,801	433,071	\$140,688	\$180,446	-\$39,758	
Legal & Accounting	45,560	70,000	\$52,025	\$29,167	\$22,859	
Customer Billing	15,077	27,016	\$15,423	\$11,257	\$4,166	
Insurances	35,552	63,127	\$35,692	\$26,303	\$9,389	
Other	30,609	64,534	\$23,468	\$26,889	-\$3,421	
Vehicles	57,754	117,826	\$51,238	\$49,094	\$2,144	
Gull Management	41,292	63,320	\$34,042	\$26,383	\$7,658	
Lake Auburn Watershed	37,405	85,000	\$78,730	\$35,417	\$43,314	
<b>SUB-TOTAL</b>	<b>1,288,537</b>	<b>2,695,975</b>	<b>\$1,262,740</b>	<b>\$1,222,684</b>	<b>\$40,055</b>	
			47%	42%	< Standard	
Interest	59,629	151,680	\$63,500	\$63,200	\$300	
<b>TOTAL EXPENSES</b>	<b>1,348,166</b>	<b>2,847,655</b>	<b>\$1,326,240</b>	<b>\$1,285,884</b>	<b>\$40,355</b>	
Bonds - Principal Payments	113,950	753,709	\$0	\$314,045	-\$314,045	
<b>SURPLUS FROM OPERATIONS</b>	<b>747,238</b>	<b>856,528</b>	<b>\$524,430</b>	<b>\$434,766</b>	<b>\$89,664</b>	

**AUBURN WATER DISTRICT  
BALANCE SHEET  
PERIOD ENDING - June 30, 2023**

	6/30/2023	12/31/2022		6/30/2023	12/31/2022
<b>Property, Plant and Equipment:</b>			<b>Capitalization:</b>		
Plant in Service	40,861,027.90	40,875,998.39	Retained Earnings	18,197,596.68	17,014,159.18
Less: Accumulated Depreciation	(15,399,819.45)	(15,115,766.81)	Current Year Earnings	240,180	1,181,631.65
	25,461,208.45	25,760,231.58		18,437,777.05	18,195,790.83
Construction Work in Progress	484,028.63	56,811.14	<b>Bonds</b>	5,988,060.97	6,082,336.35
<b>Net Utility Plant</b>	25,945,237.08	25,817,042.72	<b>Total Capitalization</b>	24,405,838.02	24,278,127.18
<b>Current Assets:</b>			<b>Current Liabilities:</b>		
Cash & Working Funds	3,206,807.55	3,354,884.79	Accounts Payable	103,944.67	97,253.60
Accounts Receivable - Net	490,004.57	399,255.02	Customer Deposits	15,450.00	14,595.00
Prepayments	52,207.76	25,357.99	Accrued Interest	14,429.61	27,835.18
Inventory	178,513.20	140,802.26	Miscellaneous Liabilities	136,112.18	110,024.96
<b>Total Current Assets</b>	3,927,533.08	3,920,300.06	<b>Total Current Liabilities</b>	289,936.46	249,708.74
<b>Investment CD</b>	1,008,656.66	1,005,268.91	<b>Equipment Leases</b>	115,830.40	135,170.98
<b>Deferred Debits:</b>			<b>Contributions in Aid</b>	6,105,203.53	6,099,051.38
2014 Intake Cleaning	15,381.59	19,446.59	<b>Total Equity Capital and Liabilities</b>	30,896,808.41	30,762,058.28
<b>Total Assets</b>	30,896,808.41	30,762,058.28			