

May 10, 2018

Office of

AUBURN SEWERAGE DISTRICT

Office Telephone # 784-6469

The regular monthly meeting of the Trustees of the Auburn Sewerage District will be held at the Auburn Sewerage District, 268 Court Street, on **Tuesday, May 15, 2018 at 4:00 P.M.**

AGENDA

1. Approve Minutes of Regular Meeting of April 17, 2018.

2. Financial Report Update - *Greg Leighton*.

3. Ratify Payment of Bills

4. Open Session

5. Activity Report - *Mike Broadbent*

6. New Business

- Project Update
- LAWPCA Apportionment & Financials
- 2018 Pavement Bid

7. Old Business

- Employee Benefits Committee
- Salary Survey

8. Adjourn Regular Meeting.

Upcoming - Trustee Meeting - June 19, 2018

A true record:

Attest: _____

[Handwritten Signature]
Clerk

Memo

To: Water & Sewerage District Trustees
From: Sid Hazelton, P.E., Superintendent
CC: Files
Date: 5/10/2018
Re: Discussion of May Agenda Items

Water Trustees

Financial Report Highlights

Water sales rebounded in April but continue under budget YTD and gallons sold are 4% below prior year. A large deposit was received from Kassbohrer (snow grooming equipment) for an extension on the main, a service, hydrant and meter, actual costs and work has not been booked. Expenses are on target with labor (no capital), insurances (workers comp) and vehicles (maintenance items) being offset by favorable power at the UV plant and timing of lab testing and Bates College work at the lake. Capital work included work on the Nash property demolition and the startup of Minot and 7th street main replacements. Cash at the end of April was \$1.2 million. A draft of the 2017 audit has been received and is being reviewed.

Water Quality Update

The official ice-out date for Lake Auburn was April 25. The docks and buoys have been installed, and boat traffic has been steady. We are sampling reservoirs on a weekly basis, and water quality has been good. In-lake and stream sampling have begun as well.

With the aid of a \$10k grant from the Maine Drinking Water Program, we are moving forward with phase 2 of the Townsend Brook watershed study. The majority of the funds will be used for a drone fly-over, and sediment sampling/flow monitoring in the brook.

Project Updates

The Minot Avenue Water Replacement Project has begun in earnest. Due to traffic concerns, our crew has been working overnight with Longchamps, and we have completed over 1000' to date. We are past the busy Court Street intersection, and will now be working primarily during the day. We are also working on 7th Street in preparation for the replacement of 1600' of 8" water main.

Watershed Manager

We have hired Erica Kidd as our new Watershed Manager. She comes to us with a Masters in Conservation Biology, and most recently served as an Environmental Scientist with Stantec Consulting Services Inc. Her first day will be May 21.

Education and Outreach Coordinator

Lynne Richard, who has been our Education and Outreach Coordinator for nearly 5-1/2 years, has announced her retirement. Lynne has been instrumental in teaching a watershed stewardship and conservation curriculum to elementary grade students throughout Androscoggin County. We will seek her replacement shortly, and plan to have someone on board for the start of the 2018 school year. Her last day will be May 18.

Chemical Bids

Included in the packet is the annual chemical bid. Various vendors are highlighted for recommendation of award.

3rd Annual Trash Off

Included in the packet is a flyer for the third annual Trash Off litter pickup event. It will be held on June 2 from 10:00 to Noon. It is sponsored by the Lake Auburn Neighborhood Watch Group. You can register for the event at www.AuburnPD.com. BBQ lunch will be provided after the event at the Lake Auburn Community Center on North Auburn Road.

Sewer Trustees

Financial Report Highlights

Metered income is now on budget but consumption is down from prior year by 4.2% overall. The first of two installments of the shared debt with the City of Auburn was billed in April. Expenses continue under budget due to timing of LAWPCA debt payments and less labor and more capital (airport project) and lower allocations from AWD and Lewiston. The first phase of the PLC upgrades at the pump stations is underway and we continue work at the airport as well as main replacement prep. Cash on hand is \$1.2 million and draft audit reports have been received. It is expected we will receive a small refund of surplus money from LAWPCA as a result of their audit.

Project Update

We have designed and bid out the Lewiston Junction portion of the Airport Sewer Project, and plan on getting it completed during this construction season.

We will be bidding out the relining of sections of the sewer line on 7th Street, and assessing the condition of the sewer line on Dexter Avenue, which seems to be a significant source of storm water inflow.

Cost Apportionment

Apportionment continues to track closely with the 62/38 split that the Board established.

Both Boards

Employee Benefits Committee

The committee met on May 7. Rachel Girouard from Cross Agency gave an overview on industry trends in health insurance and answered our questions.

2018 Pavement Bid

Included in both packets is the bid tabulation from the 2018 pavement bid. We will be looking for approval from both boards.

Salary Survey

Human Resource Partners has begun work on updating our salary survey, and we hope to have a report back by mid to late summer.

April 17, 2018

The regular monthly meeting of the Trustees of the Auburn Sewerage District was held at the office of the Auburn Sewer District, 268 Court Street, on Tuesday, April 17, 2018 at 4:00pm.

Members present: Robert Cavanagh, Joseph DeFilipp, Raymond Fortier, Heidi McCarthy (President) Stephen Ness and Charles Sheehan. Also present: Sid Hazelton, Superintendent, Mike Broadbent, Assistant Superintendent. And Greg Leighton (Maine Water Company), Finance Manager.

Absent: Andrew Titus

On motion of Charles Sheehan, seconded by Stephen Ness, it was unanimously voted: **To approve the minutes of the Regular Meeting of March 20, 2018.**

FINANCIAL REPORT – Revenues are on track.. The shared bond debt with the City is to be billed in April. The District has \$1.5 million cash on hand. Payments for the new excavator do not begin until 2019.

The DEP expects to see the CSO #5 Festival Plaza closed by December, 2022.

EOS ARROW – The current GPS unit is hard to navigate. It is too involved with too many steps to operate. We have found a unit that is more user friendly with a simple drop down menu.. It pulls points directly to the GIS and is very accurate. We have been renting a unit for the last three weeks. The unit operates with cell phones or tablets. The rental fees can be applied towards the \$7400 purchase price. The long term goal is to have everything on GPS: service boxes, gate boxes, etc. We will not be purchasing a new vacuum unit and could use those funds to purchase the unit and split the cost with the Water District.

On motion of Charles Sheehan, seconded by Joseph DeFilipp, it was unanimously voted: **To purchase the EOS GPS Unit.**

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 \$353,130.98 as shown on the printout dated March 1, 2018- March 31, 2018.**

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

ACTIVITY REPORT – The crew has another 4,000' of pipe to install at the airport. The vacuum truck is out and rolling. This has been a good winter in that we received few calls concerning manholes having been hit by APW while plowing.

NEW BUSINESS

PROJECT UPDATE - At the very least there are two catch basins tied into the sewer at Allain Park. Longchamps & Sons will be installing a new drainage line. We are assessing the condition of Seventh St. to see if it could be re-lined.. We will be going out to bid for the Lewiston Junction portion of the Airport Project. There are several streets that will need manhole covers to be replaced or raised.

LAWPCA COMPOST FACILITY NOTICE OF VIOLATION – This violation is for the issue with the BIO filter liner which we thought had been resolved. The DEP would like operation at the compost facility to be suspended until the source of the nitrate that is contaminating the groundwater is found. A shutdown will displace three employees. LAWPCA is seeking legal counsel. We have requested meetings with the DEP to attempt to reach a resolution.

VEHICLE MAINTENANCE – Superintendent Hazelton told the Trustees that the District is looking for a proposal from Rowe Ford for the maintenance of our fleet. We would like to see a plan for each vehicle with a focus on scheduled maintenance.

TOUCH A TRUCK EVENT - Saturday, May 5th , 10-2 at CMCC

LAWPCA APPORTIONMENT & FINANCIALS – The apportionment is very close to the percentage we set of 62%/ Lewiston / 38%. Auburn.

EMAIL/INTERNET SERVICE – We need to change our email and internet service necessitated by changes being made by the City of Auburn. This change will improve the reliability of our service. The City is moving towards a Cloud based system. We would like to have our own Cloud based system. First Light, previously Oxford Networks, is the best at about \$190/month.

OLD BUSINESS

EMPLOYEE BENEFITS COMMITTEE – The next meeting is scheduled for May 7th. Don Tyler presented a Proposal at a cost of \$6200.00 for the Salary Survey.

On motion of Charles Sheehan, seconded by Stephen Ness, it was unanimously voted: **To accept the \$6200 Salary Survey Proposal submitted by Don Tyler.**

NEW BILL FORMAT –The new format will start with the July bills. It will be posted on our website and facebook page. A suggestion was made to highlight the amount due.

April 17, 2018

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DEMOLITION OF 17 SOUTH GOFF STREET - Washburn & Sons is scheduled to begin the week of April 16th.

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

Respectfully submitted,

A handwritten signature in black ink that reads "Diane Drinkwater". The signature is written in a cursive, slightly slanted style.

Diane Drinkwater

**AUBURN SEWERAGE DISTRICT
OPERATING STATEMENT - TRUSTEES' REPORT
FOUR MONTHS ENDED APRIL 30, 2018**

	April	2018	Y-T-D THRU APRIL 2018		
	YTD - 2017	BUDGET	ACTUAL	BUDGET	VARIANCE
<u>REVENUES:</u>					
Metered Income	\$1,259,611	\$3,703,639	\$1,236,264	\$1,234,546	\$1,717
Industrial Surcharge	14,483	45,602	17,287	15,201	2,086
Shared Debt with City	20,696	41,392	20,696	13,797	6,899
Jobbing & Mdse. - NET	3,846	6,500	222	2,167	(1,945)
Sewer Assessments	1,232	21,762	3,456	7,254	(3,798)
Finance Charges	4,233	12,050	3,641	4,017	(376)
Interest Income	971	2,473	2,121	824	1,297
Industrial Treatment Sampling	17,600	50,400	16,800	16,800	0
Capacity Fees (SDS)	750	17,423	7,125	5,808	1,317
TOTAL REVENUES	1,323,422	3,901,241	1,307,612	1,300,414	7,198
			33.52%	33.33%	< Standard
<u>EXPENSES:</u>					
Payroll	121,157	434,356	122,239	144,785	(22,546)
Employee Benefits	52,776	225,245	65,285	75,082	(9,796)
Maint. of Sewers	9,958	55,836	11,799	18,612	(6,813)
Lift Stations	27,429	88,430	28,497	29,477	(980)
Maint. of Buildings	12,944	33,677	12,677	11,226	1,452
Maint. of Trucks	2,294	16,216	7,369	5,405	1,964
Office Expense	7,243	26,335	10,272	8,778	1,493
Collection Expense	(212)	228	(106)	76	(182)
General Expense	449	2,323	2,312	774	1,538
Insurance	20,817	52,401	23,593	17,467	6,126
Legal & Accounting Fees	8,702	29,350	12,719	9,783	2,936
Billing Expense	9,757	71,120	24,533	23,707	826
L.A.W.P.C.A.	487,479	1,907,285	458,045	635,762	(177,716)
SUB-TOTAL	760,793	2,942,802	779,235	980,934	(201,699)
Interest	27,237	79,427	29,383	26,476	2,907
TOTAL EXPENSES	788,030	3,022,229	808,618	1,007,410	(198,792)
			26.76%	33.33%	< Standard
Bonds - Principal Payments	29,206	548,477	29,502	182,826	(153,324)
SURPLUS FROM OPERATIONS	506,186	330,535	469,492	110,178	359,314

Auburn Sewer District Accounts Payable Check Register April 1, 2018 thru April 30, 2018
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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>
5281	4/13/2018	3	AEC Engineering	3/28/2018	pump&alarm name plate PLC Upgrades 2018 - Sewer	120.00
						<u>120.00</u>
5282	4/13/2018	3	Sullivan Associates	3/22/2018	Ultrasonic LUT Expense-W Crestwood PS	1,153.53
5282	4/13/2018	3	Sullivan Associates	3/22/2018	Hydroranger Ash Landfill Pump Station	2,148.00
						<u>3,301.53</u>
5283	4/13/2018	3	Constellation NewEnergy, Inc.	3/23/2018	Bradman St Accrued Power	159.57
5283	4/13/2018	4	Constellation NewEnergy, Inc.	4/4/2018	Worthley Brook Accrued Power	422.31
						<u>581.88</u>
5284	4/13/2018	3	Gagne & Sons	3/27/2018	rubber gloves Truck #35 (2013 Vacuum Truck)	37.96
						<u>37.96</u>
5285	4/13/2018	5	Group Dynamic, Inc.	4/13/2018	May ins deduct fee Employee Benefits	32.00
						<u>32.00</u>
5286	4/13/2018	4	Vantagepoint Transfer Agent-30	3/31/2018	Policy#304412 Accrued Deferred Comp	1,635.23
						<u>1,635.23</u>
5287	4/13/2018	4	Vantagepoint Transfer Agent-10	3/31/2018	Policy#109636 Employee Benefits	1,674.61
						<u>1,674.61</u>
5288	4/13/2018	4	Vantagepoint Transfer Agent-70	3/31/2018	Policy#705328 Accrued IRA/ICMA	363.50
						<u>363.50</u>
5289	4/13/2018	3	K. L. Jack & Co., Inc.	3/22/2018	box bolts Ash Landfill Pump Station	10.60
5289	4/13/2018	3	K. L. Jack & Co., Inc.	3/22/2018	plug tap,washers,cutter Ash Landfill Pump Station	78.96
						<u>89.56</u>

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5290	4/13/2018	3	Industrial Automation Supply	3/21/2018	coil, mount Ash Landfill Pump Station	183.42
5290	4/13/2018	3	Industrial Automation Supply	3/22/2018	block&holders Ash Landfill Pump Station	40.75
						<u>224.17</u>
5291	4/13/2018	4	McMaster-Carr Supply Co.	3/30/2018	drill bits PLC Upgrades 2018 - Sewer	76.56
						<u>76.56</u>
5292	4/13/2018	4	Omni Services, Inc.	4/5/2018	oil Truck #35 (2013 Vacuum Truck)	38.51
						<u>38.51</u>
5293	4/13/2018	3	Rent-It Of Maine, Inc.	3/20/2018	roller rental Airport Sewer Line Project	3,354.58
						<u>3,354.58</u>
5294	4/13/2018	4	RHR Smith & Co	3/2/2018	2017 audit Accounting & Audit	4,000.00
						<u>4,000.00</u>
5295	4/13/2018	4	UNITIL ME	3/30/2018	natl gas Expense-Green Turtle PS	67.23
						<u>67.23</u>
5296	4/20/2018	4	Andros. Registry Of Deeds	4/19/2018	release lien Lien Release Fees	22.00
						<u>22.00</u>
5297	4/20/2018	4	Horizon Solutions, LLc	3/27/2018	controller & parts PLC Upgrades 2018 - Sewer	11,978.59
5297	4/20/2018	4	Horizon Solutions, LLc	3/30/2018	module PLC Upgrades 2018 - Sewer	272.84
						<u>12,251.43</u>
5298	4/20/2018	4	Industrial Automation Supply	4/2/2018	overload relay Ash Landfill Pump Station	46.55
5298	4/20/2018	4	Industrial Automation Supply	4/2/2018	blocks,switches Ash Landfill Pump Station	244.59
						<u>291.14</u>

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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>
5299	4/20/2018	4	Maine Municipal Assoc.	4/1/2018	w/c 2nd pmt Insurance - Workers Comp	3,209.40
						<u>3,209.40</u>
5300	4/20/2018	5	Maine Municipal Emp.Hlth.	4/11/2018	May bill Employee Benefits	29.40
5300	4/20/2018	5	Maine Municipal Emp.Hlth.	4/11/2018	Accrued Life Insurance	88.20
5300	4/20/2018	5	Maine Municipal Emp.Hlth.	4/11/2018	Accrued IPP Withheld	239.11
5300	4/20/2018	5	Maine Municipal Emp.Hlth.	4/11/2018	Accrued Dental	515.30
						<u>872.01</u>
5301	4/20/2018	4	St Lawrence & Atlantic RR Co	4/4/2018	S-4038-A pipe line Misc Expense-Mains-Mnt	100.00
5301	4/20/2018	4	St Lawrence & Atlantic RR Co	4/4/2018	S-8030-A pipe line Misc Expense-Mains-Mnt	110.00
5301	4/20/2018	4	St Lawrence & Atlantic RR Co	4/4/2018	S-7801-A pipe line Misc Expense-Mains-Mnt	50.00
						<u>260.00</u>
5302	4/20/2018	4	Williams Scotsman, Inc.	4/12/2018	last bill porta room Airport Sewer Line Project	86.79
						<u>86.79</u>
5303	4/30/2018	4	Auburn Water District	4/11/2018	March bills A/P - Due to AWD	27,022.84
						<u>27,022.84</u>
5304	4/30/2018	4	Constellation NewEnergy, Inc.	4/9/2018	Lewiston Jct Accrued Power	81.41
5304	4/30/2018	4	Constellation NewEnergy, Inc.	4/9/2018	River Station Accrued Power	425.41
5304	4/30/2018	4	Constellation NewEnergy, Inc.	4/9/2018	Morrow Rd Accrued Power	30.65
5304	4/30/2018	4	Constellation NewEnergy, Inc.	4/10/2018	Moose Brook Accrued Power	381.69

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						<u>919.16</u>
5305	4/30/2018	4	Digital Telecom	4/13/2018	surge protection Ash Landfill Pump Station	189.97
						<u>189.97</u>
5306	4/30/2018	4	Horizon Solutions, LLc	4/4/2018	analog input PLC Upgrades 2018 - Sewer	2,538.36
						<u>2,538.36</u>
5307	4/30/2018	4	L.A.W.P.C.A.	4/3/2018	April bill LAWPCA	91,766.52
						<u>91,766.52</u>
5308	4/30/2018	4	Industrial Automation Supply	4/12/2018	relay,socket,pole Ash Landfill Pump Station	302.51
						<u>302.51</u>
<u>Grand Total</u>						<u>155,329.45</u>

VENDOR	REF	AWD G/L #	ASD G/L #	Amount
Anthem	April health ins	1142-300	2604-000	\$10,111.20
Anthem	April health ins	1142-300	2241-070	\$ 1,784.33
Auburn Water District	Group Dynamic HRA debits	1142-300	2604-000	\$ 921.33
Amazon.com	Ghent 2-door bulletin board	1142-300	2620-500	\$ 221.85
Beltone Answering Service	answering service	1142-300	2675-800	\$ 27.50
Beltone Answering Service	answering service - panic buttons	1142-300	2675-800	\$ 4.98
BellSimons	steam valve-Court St	1142-300	2620-500	\$ 235.36
Bisson Enterprises, Inc.	office cleaning - Mar	1142-300	2675-500	\$ 282.50
Bisson Enterprises, Inc.	office cleaning - Apr	1142-300	2675-500	\$ 282.50
Budget Technology	copier 3 month maintenance, use	1142-300	2675-800	\$ 136.41
Central Maine Power	power @ 268 Court Street	1142-300	2615-500	\$ 130.66
Central Maine Power	power @ 268 Court Street	1142-300	2615-800	\$ 65.34
Constellation NewEnergy	energy charge @ 268 Court Street	1142-300	2615-500	\$ 246.93
Constellation NewEnergy	energy charge @ 268 Court Street	1142-300	2615-800	\$ 123.47
Corson GIS	work orders	1142-300	2677-840	\$ 735.00
Curry Printing	office message books	1142-300	2620-800	\$ 168.42
Dicke Safety Products	road signs	1142-300	2620-550	\$ 694.79
Dig Safe System, Inc.	monthly bill	1142-300	2675-600	\$ 345.34
DirigoNet	domain fee - email spam	1142-300	2675-800	\$ 50.00
Dube Gravel	gravel & sand to stock	1142-300	2620-600	\$ 1,563.00
Firesafe Equipment	refill extinguishers	1142-300	2620-500	\$ 19.55
FirstLight	April phones	1142-300	2676-800	\$ 176.35
Gagne & Sons	rubber gloves	1142-300	2620-500	\$ 20.44
Gilman Electric	rod, recepticle, box	1142-300	2620-500	\$ 45.75
Gilman Electric	pvc strap	1142-300	2105-917	\$ 1.16
Gilman Electric	jct box, sealant, silicone	1142-300	2105-917	\$ 40.38
Great American Financial	Konica Digital Copier - lease	1142-300	2675-800	\$ 107.61
Hazelton, Sid	April mileage	1142-300	2675-500	\$ 175.00
Home Depot	safety glasses, bar kit #37	1142-300	2650-124	\$ 35.91
Home Depot	batteries, cords	1142-300	2620-500	\$ 42.46
Home Depot	duct tape, tape measurer	1142-300	2620-600	\$ 61.86
Home Depot	pavement saw - parts	1142-300	2677-000	\$ 30.40
Home Depot	parts bins	1142-300	2620-500	\$ 23.45
Horizon Solutions	analog modules	1142-300	2105-917	\$ 1,513.27
Horizon Solutions	return analog modules	1142-300	2105-917	\$ (818.52)
Industrial Automation Supply	blocks, poles, cover	1142-300	2105-917	\$ 584.57
Industrial Automation Supply	block	1142-300	2105-917	\$ 130.15
Industrial Automation Supply	MCB pack	1142-300	2105-917	\$ 83.43
Kennebec Equipment	wheels for pavement saw	1142-300	2677-000	\$ 233.50
Kennebec Equipment	blade for big saw	1142-300	2677-000	\$ 447.50
Maine State Retirement System	retirement contribution - health	1142-300	2604-000	\$ 8.35
Maine State Retirement System	retirement contribution - life	1142-300	2604-000	\$ 29.58
Maine Water Company	accounting services - Greg Leighton- April	1142-300	2632-800	\$ 1,320.00
Martindale Associates	Cal amps with cable	1142-300	2105-917	\$ 1,738.17
WB Mason	trash bags, paper towels, tissues	1142-300	2620-500	\$ 82.12
Napa	flap discs, mandrel set, gunk coupler, blow gun	1142-300	2620-500	\$ 95.73
Napa	oil tk#40	1142-300	2650-125	\$ 60.91
Napa	Lewiston Jct battery	1142-300	2620-203	\$ 119.05
Napa	starter for vac trailer	1142-300	2677-000	\$ 119.42
Napa	car wash soap	1142-300	2620-500	\$ 29.39
Ness Oil	gas and diesel #40-April	1142-300	2650-125	\$ 87.97
Ness Oil	gas and diesel #37-April	1142-300	2650-124	\$ 456.60
Ness Oil	gas and diesel #35-April	1142-300	2650-123	\$ 507.08
Ness Oil	gas and diesel #35-March	1142-300	2650-123	\$ 218.25
Ness Oil	gas and diesel #40-March	1142-300	2650-125	\$ 414.73
Northern Data Systems	customer billing - march	1142-300	2675-700	\$ 768.90
Northern Data Systems	customer billing - april	1142-300	2675-700	\$ 1,083.29
Northern Data Systems	annual software bill	1142-300	2675-700	\$ 362.00
O'Brien, William	employees training	1142-300	2604-000	\$ 964.25
Pine Tree Waste	bulk waste	1142-300	2675-500	\$ 78.99
Pitney Bowes	postage for machine	1142-300	2675-600	\$ 600.00
Pitney Bowes	postage for machine	1142-300	2675-800	\$ 400.00
Sensus	annual autoread software	1142-300	2675-800	\$ 857.98
Spillers	green marking paint	1142-300	2620-600	\$ 39.12
Spillers	eye glass lens	1142-300	2620-550	\$ 3.82
Spillers	green, white marking paint	1142-300	2620-600	\$ 110.16
Spillers	vest	1142-300	2620-550	\$ 4.48
Staples	power cord tk #35	1142-300	2650-123	\$ 119.98
Staples	turbo USB	1142-300	2620-800	\$ 32.49
U. S. Cellular	cell phones	1142-300	2676-500	\$ 250.15
United Way	April employee contributions	1142-300	2241-000	\$ 24.00
Unitil	268 Court Street - March	1142-300	2620-500	\$ 1,029.47
Unitil	268 Court Street - April	1142-300	2620-500	\$ 763.10
Unum	April life insurance	1142-300	2604-000	\$ 71.04
UPS	ship to Horizon-PLC upgrade	1142-300	2105-917	\$ 13.29
Valued Guest-US	Metal film resistors - PLC Upgrades	1142-300	2105-917	\$ 23.58
Michel Vining	first aid training	1142-300	2620-550	\$ 180.00
Work Med	Hep b shots	1142-300	2675-600	\$ 162.00

\$34,314.57

AUBURN SEWERAGE DISTRICT

MONTHLY ACTIVITY REPORT

March 2018

MAINS

Location	Hrs	Comments	OK	Plug	Maint.	Misc.	New
Airport Project	99	1000/4400					1
Ash Landfill	24	construct panel			1		
Shepley	1	Clean Mains					
Dexter Fern to Court	1	Cleaned mains	1				
7th to Gill	1	Cleaned mains	1				
Fulton and Parkway	1	Cleaned mains	1				
Highland	1	Cleaned mains	1				
Monthly Totals	6		4	0	1	0	1
2017 Monthly Totals	8		2	0	5	1	0
YTD Totals	17		6	0	9	0	2
2017 YTD Totals	23		6	0	14	1	0

MANHOLES

Location	Ck'd	Comments	OK	Cover	Misc.	Frame & Cover	New
Center Street	1	patch manhole near U-Haul	1				
Stetson Rd	1	repaired manhole				1	
51 Hampshire	1	repaired manhole	1				
Monthly Totals	3		2	0	0	1	0
2017 Monthly Totals	1		0	0	1	0	0
YTD Totals	5		3	0	0	2	0
2017 YTD Totals	12		0	1	1	3	1

SERVICES

Location	Ck'd	Comments	New	OK	Misc.	on owner
585 Garfield	1	back-up				1
142 Broad	1	back-up				1
149 Whitney	1	back-up				1
Monthly Totals	3		0	0	0	3
2017 Monthly Totals	4		0	0	0	4
YTD Totals	6		0	3	0	3
2017 YTD Totals	2		0	2	0	8

LIFT STATIONS

Location	No.	Comments
PLC Upgrades	1	All stations
Lewiston Junction	1	replaced transfer switch
Tested antenna strength at all station	1	Trouble shooting
E2	1	Radio failure
Washington Station	1	replaced belts on generator
River Station	1	P-3 failure
Monthly Totals	6	
2017 Monthly Totals	7	
YTD Totals	22	
2017 YTD Totals	17	

OVERFLOWS

Item		Comments
Monthly Totals	1	
YTD Totals	1	

WEATHER*

Month	Precipitation					Temperature			
	Snowfall (in.)	Total (in)	Heating Degree Days	Normal Precip	Days of Precip.	Max. (°F)	Min. (°F)	Avg. (°F)	Dep. from Norm
January	20.1	3.54		3.16	10	30	9	20	2
February	23.0	2.65		3.04	8	38	17	28	7
March	29.2	2.11		4.14	5	40	25	33	3
April									
May									
June									
July									
August									
September									
October									
November									
December									
YTD Totals	72.3	8.3							
2017 YTD Totals	77.7	7.95							

DIG SAFE

Month	Total	Contractors	MDOT	AHD	School Dept.	Lewiston Water	Fairpoint	AWD	CMP	ASD	GAS	MTA
January	43	18	1	1	0	0	0	9	10	0	4	0
February	50	18	0	0	0	0	0	3	26	0	1	2
March	45	21	0	1	0	0	0	9	9	0	4	1
April												
May												
June												
July												
August												
September												
October												
November												
December												
YTD Totals	138	57	1	2	0	0	0	21	45	0	9	3
2017 Totals	127	48	0	0	0	0	2	18	48	6	1	5

DUTY FOREMAN CALLS

(Overtime)

Districts	Total	High/Low Pressure	Water Quality	Alarms	Sewer Service	Leak	Misc.	Locates	Hydrants	Meter	Fire Calls
Sewerage District	1			1	0	0	0	0	0	0	0
Water District	2	0	0	1		0	0	0	0	0	1
Monthly Totals	3	0	0	2	0	0	0	0	0	0	1
2017 Monthly Totals	7	0	1	3	1	1	1	0	0	0	0
YTD Totals	31	0	0	8	2	8	0	8	0	4	1
2017 YTD Totals	22	0	1	7	3	2	6	2	0	0	1

OTHER ACTIVITIES

1. safety training
2. testing new gps unit
3. prepped vector for operation
- 4.

Utility Trench Restoration

Bid #: LA 2018-003

Bid Date: May 8, 2018

Method	SY	City	Spencer Group Paving Turner ME		T W Paving Auburn ME	
			Unit \$	Total \$	Unit \$	Total \$
A	500	Lewiston Water	30.00	\$ 15,000.00	30.00	\$ 15,000.00
	625	Auburn Water	30.00	\$ 18,750.00	30.00	\$ 18,750.00
	2,500	Auburn P/W	30.00	\$ 75,000.00	30.00	\$ 75,000.00
B	1,000	Lewiston	36.00	\$ 36,000.00	39.50	\$ 39,500.00
	275	Auburn Water	36.00	\$ 9,900.00	39.50	\$ 10,862.50
	200	Auburn P/W	36.00	\$ 7,200.00	39.50	\$ 7,900.00
Total Lewiston Water			\$	51,000.00	\$	54,500.00
Total Auburn Water			\$	28,650.00	\$	29,612.50
Total Auburn Public Works			\$	82,200.00	\$	82,900.00

Lewiston - Auburn Water Pollution Control Authority											
Monthly Cost Apportionment Summary											
Cost Apportionment Summary - First Half of 2018											
Month	Lewiston Sewer Division Initial %	Initial \$	Op Data %	Op Data \$	Difference \$	Initial %	Auburn Sewerage District Initial \$	Op Data %	Op Data \$	Difference \$	CMR 5/9/18
January	62.00%	\$149,724.29	61.68%	\$148,951.52	\$772.77	0.0	\$91,766.50	38.32%	\$92,539.27	(\$772.77)	0.0
February	62.00%	\$149,724.29	60.79%	\$146,802.25	\$2,922.04	0.0	\$91,766.50	39.21%	\$94,688.54	(\$2,922.04)	0.0
March	62.00%	\$149,724.29	63.20%	\$152,622.18	(\$2,897.89)	0.0	\$91,766.50	36.80%	\$88,868.61	\$2,897.89	0.0
April	62.00%	\$149,724.29	63.07%	\$152,308.24	(\$2,583.95)	0.0	\$91,766.50	36.93%	\$89,182.55	\$2,583.95	0.0
May	62.00%	\$149,724.29	61.81%	\$149,265.46	\$458.83	0.0	\$91,766.50	38.19%	\$92,225.33	(\$458.83)	0.0
June	62.00%	\$149,724.29	60.87%	\$146,995.44	\$2,728.85	0.0	\$91,766.50	39.13%	\$94,495.35	(\$2,728.85)	0.0
Six Month Adjustment			61.90%		\$1,400.65			38.10%		(\$1,400.65)	0.0
Cost Apportionment Summary - Second Half of 2018											
Month	Lewiston Sewer Division Initial %	Initial \$	Op Data %	Op Data \$	Difference \$	Initial %	Auburn Sewerage District Initial \$	Op Data %	Op Data \$	Difference \$	
July	64.00%	\$154,554.11	61.32%	\$148,082.15	\$6,471.95	0.0	\$86,936.68	38.68%	\$93,408.64	(\$6,471.95)	0.0
August	64.00%	\$154,554.11	61.89%	\$149,458.65	\$5,095.46	0.0	\$86,936.68	38.11%	\$92,032.14	(\$5,095.46)	0.0
September	64.00%	\$154,554.11	61.83%	\$149,313.76	\$5,240.35	0.0	\$86,936.68	38.17%	\$92,177.03	(\$5,240.35)	0.0
October	62.00%	\$149,724.29	64.84%	\$156,582.63	(\$6,858.34)	0.0	\$91,766.50	35.16%	\$84,908.16	\$6,858.34	0.0
November	62.00%	\$149,724.29	61.78%	\$149,193.01	\$531.28	0.0	\$91,766.50	38.22%	\$92,297.78	(\$531.28)	0.0
December	62.00%	\$149,724.29	61.83%	\$149,313.76	\$410.53	0.0	\$91,766.50	38.17%	\$92,177.03	(\$410.53)	0.0
Six Month Total Adj			62.25%		\$10,891.23			37.75%		(\$10,891.23)	0.0
Average to date			62.185%					37.815%			0.0
Adjustments to date					(\$1,787.03)					\$1,787.03	0.0
Average / Adjustments year end			62.08%		\$12,291.88			37.92%		(\$12,291.88)	0.0

Note: data in smaller and italicized font are or include 2017 numbers, and are included for comparison purposes.