

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, October 16, 2018 at 4:00 P.M.**

AGENDA

1. Approve Minutes of Regular Meeting of September 18, 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
 - 2019 Draft Budget
 - LAWPCA Apportionment & Financials
7. Old Business
8. Executive Session per 1 M.R.S.A. § 405 (6) (C) to discuss an update to a litigation case
9. Adjourn Regular Meeting.

Upcoming -

Joint Budget Workshop October 22, 4:00PM

Trustee Meeting - November 20, 2018

Memo

To: Water & Sewerage District Trustees

From: Sid Hazelton, P.E., Superintendent

CC: Files

Date: 10/12/2018

Re: Discussion of October Agenda Items

Water Trustees

Financial Report Highlights

Metered water sales are now \$31k ahead of budget after picking up \$21k in the month of September versus budget. We are now forecasting to beat budget on the total revenue line and to be favorable to budget for the year. There has been a nice uptick in new services recently with a brewery, airport hanger, main extension and multiple services being added. Rumor has it more to come. Expenses remain on track overall other than the vehicle maintenance. Capital spend to date is \$797k and we have \$963k in cash.

Water Quality Update

Since the algaecide treatment on 9/11, the Lake water quality has improved. Turbidity has declined steadily and is consistently below 1. On the day of treatment, Secchi disks readings at the intake and deep hole were 3.1, and 3.2 meters respectively. They are now at 5.5, and 6.8. Microscope readings indicate that the predominant algae species in the water consist of diatoms and zooplankton, and not the blue greens. The shorter days and cooler nights of Fall will certainly be a good thing for water quality. We will be assembling the team next month to discuss long term strategies for lake water quality.

Project Updates

Crews are busy with maintenance items, including raising gates for final pavement. Fall flushing, tank cleaning, and commercial projects will keep us going well into the fall.

November Trustee Meeting

The next scheduled Trustee meeting is Wednesday November 21, which is the day before Thanksgiving. One suggestion would be to move the meeting back one week to Wednesday November 14 at 4:00PM. This will be discussed under New Business.

Sewer Trustees

Financial Report Highlights

Metered revenue is down \$18k to budget year to date due to industrial consumption down 12.5%. We have billed the City their portion of the shared debt. Expenses remain favorable with the major drivers being labor (more capital, less allocated from water) and the LAWPCA allocations well under budgeted. Forecast shows the district making budget this year. Capital spend to date is only \$234k with cash on hand at \$1.3 million.

Project Update

The crews are nearly done with the airport section of the sewer project, and will soon be at the critical tie-in of Hotel Road.

Cost Apportionment

The cost apportionment is still tracking close to the 62/38 split.

Executive Session

There will be an executive session to discuss an update to a legal matter.

Both Boards

2019 Budgets

The first draft of the 2019 budgets will be presented to both boards for review.

September 18, 2018

Page 1

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, September 18, 2018 at 4:00pm.

Members present: Robert Cavanagh, Joseph DeFilipp, Raymond Fortier, Heidi McCarthy (President), Stephen Ness, Charles Sheehan and Andrew Titus, Mayor's Representative. Also present: Sid Hazelton, Superintendent, Mike Broadbent, Assistant Superintendent and Tanya Johnson, Office Manager.

Absent: Greg Leighton, Finance Manager

On motion of Charles Sheehan, seconded by Raymond Fortier, it was voted: **To approve the minutes of the Regular Meeting of August 21, 2018.**

FINANCIAL REPORT - The financial report was presented by Tanya Johnson. The sewer consumption remains down approximately 3%. Expenses remain favorable. The cash on hand is at \$1.5 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 \$674,375.42 as shown on the printout dated August 1, 2018- August 31, 2018.**

OPEN SESSION - K. C. Geiger, Auburn Water District Trustee, was in attendance.

ACTIVITY REPORT - Raising manholes for paving has been priority on Main St., Minot Ave., and Lake Auburn Ave.. The proper heights of the manholes have been communicated in writing which is working well.

The electrical panel on the generator at the Green Turtle lift station had approximately \$7,000 worth of damage from mice. There is a rental generator in place until the new gravity main is complete which will eliminate the need for this station.

Ted Berry has been working on Field Ave..

NEW BUSINESS

PROJECT UPDATE The construction crew is back working on the gravity main at the airport. If the construction continues to progress favorably the Green Turtle pump station will be shut down in November.

The E-1 pump station is very important as all other Taylor Pond pump stations on the easterly side feed into it. There is currently no easement for this station. The owner would like to sell the lot. An appraiser will be hired to assess the property.

September 18, 2018

Page 2

The Seventh St. sewer lining will be started and completed by Green Mountain of Vermont by next meeting.

The ADS Echos are being moved around to find rain infiltration. Two are currently on Broadview and two are at Auburn Mall Apartments. We are collecting good data. Last year the billing to the City for storm water in the sewer system stopped and great progress has been made on separation, however, there is still more to do. The Maine DEP will be inspecting for storm water separation. No date has been confirmed yet.

LAWPCA APPORTIONMENT & FINANCIALS – Sewer apportionment is tracking closely with the budget.

We have yet to receive the consent agreement from the Maine DEP. Bowker Associates have made a proposal for odor control at the compost facility. This is the same engineering firm that designed LAWPCA. They have proposed a ‘dispersion’ fan to eliminate odor. The fan is governed by atmospheric pressure, wind speed and temperature.

A \$3,500 reimbursement check was received from LAWPCA when the 2017 audit was complete.

CYBER BREACH - A second cyber breach occurred 9/7/18, which locked down our server. We were forced to upgrade our server software to Windows 2016 to obtain access. A claim will be submitted to our insurance. A larger discussion will be held to ensure our IT network is safe and secure.

OLD BUSINESS

First draft of the budget will be available at next month’s meeting. A joint budget workshop is scheduled for Monday, 10/22/18 at 4:00pm.

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

Respectfully submitted,



Tanya Johnson

**AUBURN SEWERAGE DISTRICT
OPERATING STATEMENT - TRUSTEES' REPORT
NINE MONTHS ENDED SEPTEMBER 30, 2018**

	September	2018	Y-T-D THRU SEPTEMBER 2018		
	YTD - 2017	BUDGET	ACTUAL	BUDGET	VARIANCE
<u>REVENUES:</u>					
Metered Income	\$2,807,789	\$3,703,639	\$2,759,600	\$2,777,729	(\$18,129)
Industrial Surcharge	36,269	45,602	40,549	34,202	6,347
Shared Debt with City	20,696	41,392	20,696	31,044	(10,348)
Jobbing & Mdse. - NET	3,444	6,500	528	4,875	(4,347)
Sewer Assessments	4,951	21,762	14,271	16,322	(2,050)
Finance Charges	9,543	12,050	7,785	9,038	(1,252)
Interest Income	3,414	2,473	5,536	1,855	3,681
Industrial Treatment Sampling	39,600	50,400	37,800	37,800	0
Capacity Fees (SDS)	4,875	17,423	20,250	13,067	7,183
TOTAL REVENUES	2,930,581	3,901,241	2,907,015	2,925,931	(18,916)
			74.52%	75.00%	< Standard
<u>EXPENSES:</u>					
Payroll	291,734	434,356	294,624	325,767	(31,143)
Employee Benefits	144,585	225,245	155,616	168,934	(13,317)
Maint. of Sewers	45,212	55,836	60,267	41,877	18,390
Lift Stations	67,758	88,430	63,132	66,323	(3,191)
Maint. of Buildings	23,181	33,677	23,450	25,258	(1,807)
Maint. of Trucks	10,192	16,216	19,469	12,162	7,307
Office Expense	16,769	26,335	19,426	19,751	(326)
Collection Expense	87	228	(212)	171	(383)
General Expense	1,669	2,323	5,388	1,742	3,645
Insurance	37,383	52,401	39,577	39,301	276
Legal & Accounting Fees	23,743	29,350	21,348	22,013	(664)
Billing Expense	57,633	71,120	54,635	53,340	1,295
L.A.W.P.C.A.	1,565,151	1,907,285	1,338,457	1,430,464	(92,006)
SUB-TOTAL	2,285,097	2,942,802	2,095,176	2,207,102	(111,925)
Interest	61,456	79,427	64,679	59,570	5,109
TOTAL EXPENSES	2,346,553	3,022,229	2,159,855	2,266,672	(106,816)
			71.47%	75.00%	< Standard
Bonds - Principal Payments	451,717	548,477	507,045	411,358	95,687
SURPLUS FROM OPERATIONS	132,311	330,535	240,115	247,901	(7,787)

Auburn Sewer District Accounts Payable Check Register September 1, 2018 thru September 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>
5466	9/7/2018	8	Auburn Aggregates	8/23/2018	crushed stone & gravel Airport Sewer Line Project	1,400.74
5466	9/7/2018	8	Auburn Aggregates	8/27/2018	crushed gravel& stone Airport Sewer Line Project	576.17
5466	9/7/2018	8	Auburn Aggregates	8/28/2018	crushed stone Airport Sewer Line Project	291.38
5466	9/7/2018	8	Auburn Aggregates	8/29/2018	crushed stone & dust Airport Sewer Line Project	645.91
5466	9/7/2018	8	Auburn Aggregates	8/30/2018	crushed stone & dust Airport Sewer Line Project	824.39
						<u>3,738.59</u>
5467	9/7/2018	8	Complete Labor & Staffing	8/31/2018	traffic 8/30 Airport Sewer Line Project	2,098.98
						<u>2,098.98</u>
5468	9/7/2018	8	Constellation NewEnergy, Inc.	8/15/2018	Washington St Accrued Power	186.12
						<u>186.12</u>
5469	9/7/2018	8	Curry Printing #4317	8/28/2018	purchase orders Supplies - A&G - Office	176.53
						<u>176.53</u>
5470	9/7/2018	8	Eastern Fire Services, Inc.	8/24/2018	calibrate target meter Equipment Maintenance	115.00
5470	9/7/2018	8	Eastern Fire Services, Inc.	8/24/2018	calibrate sapphire meter Equipment Maintenance	115.00
						<u>230.00</u>
5471	9/7/2018	8	Gagne & Sons	8/27/2018	mortar, rings, conseal Supplies - Mains - Mnt	202.02
						<u>202.02</u>
5472	9/7/2018	8	K. L. Jack & Co., Inc.	8/28/2018	anchor shackle Airport Sewer Line Project	212.10
						<u>212.10</u>
5473	9/7/2018	9	L.A.W.P.C.A.	8/28/2018	2003A bond Accrued - LAWPCA	71,591.61
						<u>71,591.61</u>

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5474	9/7/2018	8	Power Products, Inc.	8/17/2018	replace controller Expense-Green Turtle PS	365.93
						<u>365.93</u>
5475	9/7/2018	8	Spencer Group	8/31/2018	manhole patch A Supplies - Mains - Mnt	741.00
						<u>741.00</u>
5476	9/7/2018	9	US Bank Corporate Trust Bosto	8/24/2018	Series 2003A Accrued Interest	826.46
5476	9/7/2018	9	US Bank Corporate Trust Bosto	8/24/2018		54,442.67
					Bonds - 2003A - Principal	
5476	9/7/2018	9	US Bank Corporate Trust Bosto	8/24/2018	Series 2003C Accrued Interest	2,677.97
5476	9/7/2018	9	US Bank Corporate Trust Bosto	8/24/2018		42,571.06
					Bonds - 2003C - Principal	
5476	9/7/2018	9	US Bank Corporate Trust Bosto	8/22/2018	2017 Series B bond Bonds - 2017 - Principal	50,000.00
5476	9/7/2018	9	US Bank Corporate Trust Bosto	8/22/2018		14,116.00
					Accrued Interest	
						<u>164,634.16</u>
5477	9/14/2018	9	Auburn Aggregates	9/4/2018	crushed stone Airport Sewer Line Project	646.51
5477	9/14/2018	9	Auburn Aggregates	9/5/2018	crushed stone, dust Supplies - Mains - Mnt	329.44
5477	9/14/2018	9	Auburn Aggregates	9/6/2018	crushed stone Airport Sewer Line Project	540.26
5477	9/14/2018	9	Auburn Aggregates	9/7/2018	crushed stone Airport Sewer Line Project	536.69
						<u>2,052.90</u>
5478	9/14/2018	9	Complete Labor & Staffing	9/7/2018	traffic w/e 9/7 Airport Sewer Line Project	1,364.34
						<u>1,364.34</u>
5479	9/14/2018	8	Constellation NewEnergy, Inc.	8/22/2018	Bradman St power Accrued Power	115.36

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						<u>115.36</u>
5480	9/14/2018	8	Gagne & Sons	9/6/2018	mortar mix Supplies - Mains - Mnt	13.50
						<u>13.50</u>
5481	9/14/2018	10	Group Dynamic, Inc.	9/15/2018	Oct ins deduct fee Employee Benefits	32.00
						<u>32.00</u>
5482	9/14/2018	8	Vantagepoint Transfer Agent-30	8/31/2018	Policy#304412 Accrued Deferred Comp	1,585.69
						<u>1,585.69</u>
5483	9/14/2018	8	Vantagepoint Transfer Agent-10	8/31/2018	Policy#109636 Employee Benefits	1,800.79
						<u>1,800.79</u>
5484	9/14/2018	8	Vantagepoint Transfer Agent-70	8/31/2018	Policy#705328 Accrued IRA/ICMA	414.97
						<u>414.97</u>
5485	9/14/2018	8	K. L. Jack & Co., Inc.	8/31/2018	nuts & bolts Supplies - General Maint	25.29
						<u>25.29</u>
5486	9/14/2018	8	Maine Municipal Bond Bank	8/6/2018	2009 FS Accrued Interest	1,828.62
5486	9/14/2018	8	Maine Municipal Bond Bank	8/6/2018	2004 FS Accrued Interest	6,172.13
5486	9/14/2018	8	Maine Municipal Bond Bank	8/6/2018	Bonds - 2004FS - Principal	66,565.59
5486	9/14/2018	8	Maine Municipal Bond Bank	8/6/2018	2001 FSFR Accrued Interest	5,614.98
5486	9/14/2018	8	Maine Municipal Bond Bank	8/6/2018	Bonds - 2001FS - Principal	82,307.37
						<u>162,488.69</u>
5487	9/14/2018	8	Tri-State Steel Inc.	8/31/2018	pipe Supplies - General Maint	26.40
						<u>26.40</u>

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5488	9/14/2018	8	UNITIL ME	8/30/2018	natl gas-Aug Expense-Green Turtle PS	62.79
						<u>62.79</u>
5489	9/21/2018	9	Andros. Registry Of Deeds	9/20/2018	place lien Lien Release Fees	22.00
						<u>22.00</u>
5490	9/21/2018	9	Complete Labor & Staffing	9/14/2018	traffic detail-w/e 9/14 Airport Sewer Line Project	1,739.16
						<u>1,739.16</u>
5491	9/21/2018	8	Constellation NewEnergy, Inc.	9/3/2018	Worthley Brook Accrued Power	457.93
						<u>457.93</u>
5492	9/21/2018	9	L.A.W.P.C.A.	9/7/2018	Sept bill Accrued - LAWPCA	91,766.52
						<u>91,766.52</u>
5493	9/21/2018	10	Maine Municipal Emp.Hlth.	9/11/2018	Oct bill Employee Benefits	29.40
5493	9/21/2018	10	Maine Municipal Emp.Hlth.	9/11/2018	Accrued Life Insurance	88.20
5493	9/21/2018	10	Maine Municipal Emp.Hlth.	9/11/2018	Accrued IPP Withheld	239.11
5493	9/21/2018	10	Maine Municipal Emp.Hlth.	9/11/2018	Accrued Dental	515.30
						<u>872.01</u>
5494	9/21/2018	9	New England Truck Tire	9/12/2018	2 tires, mount, bal Truck #37 (2015 GMC Sierra)	389.14
						<u>389.14</u>
5495	9/21/2018	9	Petro's Ace Hardware	9/14/2018	grass seed & spreader Supplies - Mains - Mnt	124.98
						<u>124.98</u>
5496	9/21/2018	9	Spencer Group	9/14/2018	Lewiston Jct manholes Supplies - Mains - Mnt	480.00
5496	9/21/2018	9	Spencer Group	9/17/2018	Lewiston Jct manholes Supplies - Mains - Mnt	1,314.00

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						<u>1,794.00</u>
5497	9/21/2018	9	Ted Berry Co., Inc.	9/7/2018	sewer line inspect Supplies - Mains - Mnt	1,950.00
						<u>1,950.00</u>
5498	9/28/2018	9	Andros. Registry Of Deeds	9/26/2018	release lien Lien Release Fees	22.00
						<u>22.00</u>
5499	9/28/2018	9	Auburn Aggregates	9/10/2018	crushed stone Airport Sewer Line Project	817.70
5499	9/28/2018	9	Auburn Aggregates	9/12/2018	crushed stone Airport Sewer Line Project	542.81
5499	9/28/2018	9	Auburn Aggregates	9/13/2018	crushed stone Airport Sewer Line Project	629.68
5499	9/28/2018	9	Auburn Aggregates	9/17/2018	crushed stone Airport Sewer Line Project	549.95
5499	9/28/2018	9	Auburn Aggregates	9/18/2018	crushed stone Airport Sewer Line Project	561.51
						<u>3,101.65</u>
5500	9/28/2018	9	Auburn Water District	9/11/2018	Aug bills A/P - Due to AWD	33,999.55
						<u>33,999.55</u>
5501	9/28/2018	9	Constellation NewEnergy, Inc.	9/10/2018	Lewiston Jct Accrued Power	148.28
5501	9/28/2018	9	Constellation NewEnergy, Inc.	9/10/2018	Merrow Rd Accrued Power	24.07
5501	9/28/2018	9	Constellation NewEnergy, Inc.	9/11/2018	River Station Accrued Power	372.89
5501	9/28/2018	9	Constellation NewEnergy, Inc.	9/11/2018	Moose Brook Accrued Power	403.62
						<u>948.86</u>
5502	9/28/2018	9	Dube Gravel Co, Inc.	9/18/2018	loam, trucking Airport Sewer Line Project	8,950.00
						<u>8,950.00</u>

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5503	9/28/2018	9	Gagne & Sons	9/12/2018	mortar mix Supplies - Mains - Mnt	67.50
						<u>67.50</u>
5504	9/28/2018	8	L.A.W.P.C.A.	9/7/2018	vac tk load Accrued - LAWPCA	185.00
						<u>185.00</u>
5505	9/28/2018	9	E.J. Prescott, Inc.	9/5/2018	frames & covers Inventory	5,850.00
						<u>5,850.00</u>
5506	9/28/2018	9	Rent-It Of Maine, Inc.	9/10/2018	roller Airport Sewer Line Project	2,306.75
						<u>2,306.75</u>
5507	9/28/2018	9	Spencer Group	9/11/2018	manholes patch Supplies - Mains - Mnt	720.00
						<u>720.00</u>
<u>Grand Total</u>						<u>569,426.81</u>

VENDOR	REF	AWD G/L #	ASD G/L #	Amount
American Messaging	paggers 9/1 to 11/30	1142-300	2675-600	\$ 130.01
Anthem	Sept health ins	1142-300	2604-000	\$ 10,111.20
Anthem	Sept health ins	1142-300	2241-070	\$ 1,520.47
Anthem	Sept dental ins	1142-300	2241-065	\$ (32.97)
MMEHT	Sept IPP	1142-300	2241-050	\$ (23.64)
Amazon.com	server backup drive	1142-300	2675-800	\$ 86.95
Auburn Water District	Group Dynamic HRA debits	1142-300	2604-000	\$ 106.91
Auburn Water District	shared employees benefit allocation	1604-000	2604-000	\$ 1,579.92
Auburn Water District	shared employees wage allocation	1685-000	2601-600	\$ 3,510.93
Auburn Water District	miles, supplies, tolls	1142-300	2675-800	\$ 83.31
Auburn Water District	stamps	1142-300	2620-800	\$ 30.00
Auburn Water District	sewer supplies	1142-300	2620-600	\$ 31.00
Beltone Answering Service	answering service	1142-300	2675-800	\$ 27.50
Beltone Answering Service	answering service - panic buttons	1142-300	2675-800	\$ 4.98
Bioteck	sewer blocks, supplies	1142-300	2620-600	\$ 345.34
Bisson Enterprises, Inc.	office cleaning	1142-300	2675-500	\$ 282.50
Bisson Enterprises, Inc.	office, window cleaning	1142-300	2620-500	\$ 165.00
Central Maine Power	power @ 268 Court Street	1142-300	2615-500	\$ 179.71
Central Maine Power	power @ 268 Court Street	1142-300	2615-800	\$ 89.85
Coastal Auto Parts(Napa)	air filter #40	1142-300	2650-125	\$ 21.94
Coastal Auto Parts(Napa)	assorted fittings # 40	1142-300	2650-125	\$ 49.17
Coastal Auto Parts(Napa)	grease for equipment	1142-300	2677-000	\$ 22.92
Computer Place	G Leighton new computer	1142-300	2620-800	\$ 250.00
Constellation NewEnergy	energy charge @ 268 Court Street	1142-300	2615-500	\$ 247.11
Constellation NewEnergy	energy charge @ 268 Court Street	1142-300	2615-800	\$ 123.55
Corson GIS	monthly app fee	1142-300	2677-840	\$ 160.00
Curry Printing	#10 envelopes	1142-300	2620-800	\$ 81.12
Dig Safe System, Inc.	monthly bill - Sept	1142-300	2675-600	\$ 345.34
Fastenal	batteries	1142-300	2620-500	\$ 57.99
FirstLight	telephone service	1142-300	2676-800	\$ 173.40
Fortier's Security	oil for door knobs, locks	1142-300	2620-500	\$ 9.99
Fortier's Security	keys	1142-300	2675-500	\$ 4.38
Frechettes	oils, kill switch	1142-300	2677-000	\$ 36.98
Frechettes	#37 14" blade	1142-300	2650-124	\$ 250.00
Goodscapes Lawn care	5 months lawncare in 27 locations	1142-300	2675-100	\$ 6,195.00
Great American Financial	Konica Digital Copier - lease - Sept	1142-300	2675-800	\$ 107.71
Hazelton, Sid	Sept mileage	1142-300	2675-500	\$ 175.00
Home Depot	hammer,wrenches,grease	1142-300	2677-000	\$ 30.18
Human Resource Partners	employee salary study	1142-300	2604-000	\$ 1,550.00
Lee Baxter	time clock and setup	1142-300	2677-840	\$ 536.43
City of Lewiston	wages and benes - Dan Rodrigue -July	1142-300	2601-600	\$ 2,071.45
City of Lewiston	wages and benes - Dan Rodrigue -July	1142-300	2604-000	\$ 217.69
City of Lewiston	wages and benes - Dan Rodrigue -July	1142-300	2658-000	\$ 149.99
City of Lewiston	wages and benes - Dan Rodrigue -August	1142-300	2601-600	\$ 1,624.22
City of Lewiston	wages and benes - Dan Rodrigue -August	1142-300	2604-000	\$ 586.30
City of Lewiston	wages and benes - Dan Rodrigue -August	1142-300	2658-000	\$ 119.38
Maine IT	computer work	1142-300	2677-840	\$ 160.00
Maine State Retirement System	retirement contribution - health Sept	1142-300	2604-000	\$ 668.42
Maine State Retirement System	retirement contribution - life Sept	1142-300	2241-030	\$ 28.14
Maine Water Company	accounting services - Greg Leighton	1142-300	2632-800	\$ 1,375.00
Maple Systems	data server -PLC Upgrade	1142-300	2105-917	\$ 199.78
My Choice Software	new server software and user seats	1142-300	2620-800	\$ 547.97
WB Mason	toner, white out, paper clips	1142-300	2620-800	\$ 92.51
WB Mason	small trash bags, multifold towels	1142-300	2620-500	\$ 30.49
Murray Truck Service	maintenance Kauffman trailer	1142-300	2677-000	\$ 165.80
Ness Oil	gas and diesel tk #35	1142-300	2650-123	\$ 843.06
Ness Oil	gas and diesel tk#40	1142-300	2650-125	\$ 230.05
Ness Oil	gas and diesel tk #37	1142-300	2650-124	\$ 212.54
Ness Oil	gas and diesel -gas cans	1142-300	2620-500	\$ 36.56
Northern Data Systems	customer billing	1142-300	2675-700	\$ 833.61
Pine Tree Waste	bulk waste	1142-300	2675-500	\$ 82.34
Pitney Bowes	ink for postage machine	1142-300	2675-800	\$ 56.52
Power Products	work on Court St generator	1142-300	2677-000	\$ 182.74
Ralph Libby	boots, hard hats	1142-300	2620-550	\$ 82.00
Shaw's	measuring of the lake supplies	1142-300	2685-000	\$ 29.15
Skelton, Taintor, & Abbott	August legal services	1142-300	2633-800	\$ 101.50
Spiller's	mesh vests	1142-300	2620-550	\$ 69.75
Super Shoes	Harris -clothing allowance	1142-300	2604-000	\$ 111.56
U.S. Cellular	cell phones	1142-300	2676-500	\$ 253.57
United Way	employee contributions	1142-300	2241-000	\$ 24.00
Unitil	268 Court Street	1142-300	2620-500	\$ 97.44
Unum	Sept life insurance	1142-300	2604-000	\$ 88.80

\$ 40,029.51

AUBURN SEWERAGE DISTRICT

MONTHLY ACTIVITY REPORT

September 2018

MAINS

Location	Hrs	Comments	OK	Plug	Main.	Misc.	New
Airport Sewer Main Project	698	4189/4422					1
Cook @ fourth	1	investigate sink hole	1				
Flow sharks	1	re-locate	1				
Harvest Hill	1	clean mains			1		
Garden Circle	1	clean mains			1		
Broadview @ Newell	1	Catch basins connected to sewer				1	
University	1	catch Basin connected				1	
Cross Street	1	investigate catch basin lead				1	
Lewiston Junction rd.	1	clean mains			1		
Mystic way	1	clean mains			1		
Crest Ave	1	clean mains			1		
Monthly Totals	11		2	0	5	3	1
2017 Monthly Totals	7		0	0	6	0	1
YTD Totals	36		18	0	5	5	8
2017 YTD Totals	23		11	5	75	2	10

MANHOLES

Location	Hrs	Comments	OK	Cover	Misc.	Frame & Cover	New
Minot Ave	1	Raise Manhole				25	
Rodman Road	1	Raise Manhole				5	
Seventh Street	1	Raise Manhole				5	
Lewiston Junction Rd	1	Raise Manhole				3	
82 Gilander	1	prepped manhole for paving				1	
Monthly Totals	39		0	0	0	39	0
2017 Monthly Totals	12		1	0	0	0	11
YTD Totals	89		3	1	9	68	8
2017 YTD Totals	12		8	2	17	17	44

OVERFLOWS

Item	Comments
Monthly Totals	
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	2.2	4.13		4.1	12	50	30	40	-3
May	0.0	0.87		3.69	6	70	43	57	2
June	0.0	2.49		3.96	11	74	49	62	-2
July	0.0	4.01		3.52	10	81	58	70	0
August	0.0	4.49		3.01	13	81	60	70	2
September	0.0	3.61		3.71	10	72	50	61	1
October									
November									
December									
YTD Totals	74.5	27.9							
2017 YTD Totals	83.7	23.42							

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	122	74	2	14	0	0	0	9	13	0	7	3
May	182	98	2	24	0	1	0	7	5	0	45	0
June	176	73	0	13	0	0	0	6	64	1	18	1
July	145	82	1	25	1	2	0	3	6	1	22	2
August	126	62	7	21	0	0	0	4	10	1	16	5
September	126	59	8	34	0	0	0	2	6	0	15	2
October												
November												
December												
YTD Totals	1015	505	21	133	1	3	0	52	149	3	132	16
2017 Totals	842	447	11	199	0	0	4	54	136	16	99	15

DUTY FOREMAN CALLS

(Overtime)

Districts	Total	High/Low Pressure	Water Quality	Alarms	Sewer Service	Leak	Misc.	Locates	Hydrants	Meter	Fire Calls
Sewerage District	1			0	1	0	0	0	0	0	0
Water District	3	0	0	0		0	1	0	1	0	1
Monthly Totals	4	0	0	0	1	0	1	0	1	0	1
2017 Monthly Totals	3	0	0	2	0	0	1	0	0	0	0
YTD Totals	57	0	0	17	2	14	5	9	2	4	4
2017 YTD Totals	35	0	1	16	3	5	6	3	0	0	1

OTHER ACTIVITIES

1. PLC programming, LAWPCA flow data
2. Measuring of the lake tent set-up/down
3. repaired coupling on vector truck
4. algaecide application Lake Auburn
- 5.

AUBURN SEWERAGE DISTRICT 2019 Budget

	Actual 2016	Actual 2017	Budget 2018	PROJECTED 2018	BUDGET 2019	Notes
Metered Sales - Residential	\$2,210,256	\$2,240,083	\$2,243,070	\$2,210,793	\$2,210,793	Assumes 0% increase from Growth/Usage
Metered Sales - Commercial	756,855	774,006	774,169	788,099	\$788,099	Assumes 0% increase from Growth/Usage
Metered Sales - Industrial	774,674	539,840	535,464	484,117	\$484,117	Assumes 0% increase from Growth/Usage
Metered Sales - Public Authorities	158,549	151,082	150,936	158,873	\$158,873	Assumes 0% increase from Growth/Usage
Total Metered Sales	\$3,900,334	\$3,705,011	\$3,703,639	\$3,641,882	\$3,641,882	0.0%
Industrial Surcharges	230,543	45,602	45,602	49,882	49,882	Lost of Cascades in 2016
Public Catch Basins	12,500	12,500	0	0	0	All Catch Basins now separate
City of Auburn - Shared Debt	41,392	41,392	41,392	41,392	41,392	From Debt Schedule
Jobbing & Miscellaneous	13,392	6,111	6,500	950	950	Jobbing (shown net 2017 forward)
Assessments	21,023	13,615	21,762	27,950	20,863	3 Year Avg
Finance Charges	11,844	12,026	12,050	10,235	10,235	Assume No Change
Interest Income	1,527	4,786	2,473	6,155	4,156	3 Year Avg
Industrial Pre-Treatment Fees	51,150	50,400	50,400	50,400	50,400	Per LAWPCA
Sewer Capacity Fees	11,625	7,125	17,423	22,500	13,750	3 Year Avg
Total Revenues	\$4,295,330	\$3,898,568	\$3,901,241	\$3,851,346	\$3,833,510	-0.5%
Payroll	404,085	392,382	434,356	385,625	458,835	Fully staffed, Salary study adjs
Employee Benefits	181,817	189,941	225,245	204,300	244,640	See Schedule - Includes 14.46% increase in health
Maintenance of Sewers	54,340	49,656	55,836	90,270	64,755	See Backup Schedule
Maintenance of Lift Stations	95,954	99,399	88,430	78,000	75,704	See Backup Schedule
Maintenance of Buildings	35,964	31,430	33,677	28,000	31,695	See Backup Schedule
Maintenance of Vehicles	19,126	12,438	16,216	25,000	18,855	See Backup Schedule
Office Expense	23,354	20,515	26,335	26,650	27,209	See Backup Schedule
Collection Expense	1,360	269	228	200	235	Cost of liens - Net
General Expense	9,726	2,475	2,323	6,800	5,211	See Backup Schedule
Insurances	56,766	49,621	52,401	52,250	53,818	See Backup Schedule
Legal & Accounting	32,711	32,176	29,350	25,700	29,012	See Schedule - New auditor in 2018
Billing Expense	70,627	73,025	71,120	73,400	74,317	See Backup Schedule
LAWPCA - Treatment	2,206,974	1,895,875	1,907,285	1,804,684	1,866,863	See Schedule - Per LAWPCA (Includes Pre-Treatment)
Sub - Total	\$3,192,804	\$2,849,202	\$2,942,802	\$2,800,879	\$2,951,149	5.4%
Interest (bonds)	74,705	80,780	79,427	84,062	74,982	See Backup Schedule
Total Expenses	\$3,267,509	\$2,929,982	\$3,022,229	\$2,884,941	\$3,026,131	4.9%
Net from Operations	\$1,027,821	\$968,586	\$879,012	\$966,405	\$807,379	
Debt Reduction (bonds)	487,871	493,110	548,477	548,438	552,833	See Backup Schedule
Surplus from Operations	\$539,950	\$475,476	\$330,535	\$417,967	\$254,546	
General Equipment	105,505	116,990	116,980	54,375	131,980	See Backup Schedule
Capital Projects	265,918	921,373	609,235	508,000	608,000	See Backup Schedule
Change in Cash after Capital	\$168,527	(\$562,887)	(\$395,680)	(\$144,408)	(\$485,434)	
Total Expenses	3,860,885	3,540,082	3,687,686	3,487,754	3,710,944	Total Expenses, Bond Payments, General Equipment

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		Op Data %	Op Data \$	Difference \$	
							Initial \$	Op Data %				
January	62.00%	\$149,724.29	61.68%	\$148,951.52	\$772.77	0.0	38.00%	\$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	38.00%	\$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	38.00%	\$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	38.00%	\$91,766.50	36.93%	\$89,182.55	\$2,583.95	0.0
May	62.00%	\$149,724.29	59.61%	\$143,952.66	\$5,771.63	0.0	38.00%	\$91,766.50	40.39%	\$97,538.13	(\$5,771.63)	0.0
June	62.00%	\$149,724.29	60.67%	\$146,512.46	\$3,211.83	0.0	38.00%	\$91,766.50	39.33%	\$94,978.33	(\$3,211.83)	0.0
Six Month Adjustment			61.50%		\$7,196.43				38.50%		(\$7,196.43)	0.0
Cost Apportionment Summary - Second Half of 2018												
Month	Lewiston Sewer Division Initial %	Initial \$	Op Data %	Op Data \$	Difference \$	Initial %	Auburn Sewerage District		Op Data %	Op Data \$	Difference \$	
							Initial \$	Op Data %				
July	62.00%	\$149,724.29	62.91%	\$151,921.86	(\$2,197.57)	0.0	38.00%	\$91,766.50	37.09%	\$89,568.93	\$2,197.57	0.0
August	62.00%	\$149,724.29	61.51%	\$148,540.98	\$1,183.30	0.0	38.00%	\$91,766.50	38.49%	\$92,949.81	(\$1,183.30)	0.0
September	62.00%	\$149,724.29	63.21%	\$152,646.33	(\$2,922.04)	0.0	38.00%	\$91,766.50	36.79%	\$88,844.46	\$2,922.04	0.0
October	62.00%	\$149,724.29	64.84%	\$156,582.63	(\$6,858.34)	0.0	38.00%	\$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	38.00%	\$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	38.00%	\$91,766.50	38.17%	\$92,177.03	(\$410.53)	0.0
Six Month Total Adj			62.68%		(\$9,852.82)				37.32%		\$9,852.82	0.0
Average to date			61.850%						38.150%			0.0
Adjustments to date					\$3,260.13						(\$3,260.13)	0.0
Average / Adjustments year end			62.09%		(\$2,656.40)				37.91%		\$2,656.40	0.0

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