

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, September 18, 2018 at 4:00 P.M.**

AGENDA

1. Approve Minutes of Regular Meeting of August 21, 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
 - Cyber Breach
7. Old Business
8. Adjourn Regular Meeting.

Upcoming - Trustee Meeting - October 16, 2018

Memo

To: Water & Sewerage District Trustees

From: Sid Hazelton, P.E., Superintendent

CC: Files

Date: 9/14/2018

Re: Discussion of September Agenda Items

Water Trustees

Financial Report Highlights

Water sales picked up \$12k versus budget for the month of August and are now \$9k over budget YTD. Total revenues are under budget due to timing of jobbing and quarterly costs billed to Lewiston, this will turn in October. Overall expenses are just over budget by less than 1% even with the large maintenance items incurred this year on the vehicle fleet. We have received our grant money for the fluoride upgrade project. Capital spending is at \$687k through August with the major project, Minot Ave (\$565k) now complete. Cash at 8/31/18 is \$1.1 million with bond payments on the near horizon. A first draft of the 2019 budget is well underway.

Water Quality Update

Lake water quality continued to decline in August. Turbidity increased and Secci Disk readings trended downward. Upon consulting with multiple agencies and experts, we decided to apply an algaecide to the lake on September 11. The application process went smoothly, and we are now collecting data to gauge its effectiveness. The application, as well as a plan for the future will be discussed at the meeting.

Project Updates

The pipe bursting Project on Pionite Road is scheduled to begin this month.

Executive Session

There will be an executive session for the Water Trustees to get an update on a litigation case.

Sewer Trustees

Financial Report Highlights

Consumption remains down year to date by 3% and industrial revenue is now down \$46k from prior year. We do not expect to make budgeted revenue but expenses are more than offsetting the shortfall. Labor has shifted to the Airport sewer line project and the Ash Landfill job. We received \$50k from the City of Auburn toward the Ash Landfill Pump Station. Cash at 8/31/18 is over \$1.5 million with bond payments coming in September.

Project Update

Our crews are nearly done with the Lewiston Junction Road portion of the Airport Sewer Project. Soon we will be starting the cross country run to Hotel Road.

Cost Apportionment

The cost apportionment is still tracking close to the budgeted amount.

Both Boards

Cyber Security Breach

On September 7 yet another computer virus affected our network. We have a server at our office that contains shared files, and the server files were encrypted. Nobody's individual computer was affected. The only way we could access the server was to install Windows 2016. The files were backed up so we were able to recover all our data. We have used Maine IT for a lot of our computer consulting, and we plan to use them or another consultant in a more formal role to oversee our computer network. We will be reaching out for proposals shortly.

August 21, 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, August 21, 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 Robert Cavanagh, it was voted: **To approve the minutes of the Regular Meeting of July 17, 2018.** Andrew Titus abstained from the vote.

FINANCIAL REPORT – The financial report was presented by Tanya Johnson. Revenues are down about \$49,000. Payroll and benefits are favorable. The next bond payments will be in September. Cash on hand is \$1.9 million. Even with the revenue shortfall, it is expected that the District will make budget overall.

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 \$192,611.96 as shown on the printout dated July 1, 2018- July 31, 2018.**

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

ACTIVITY REPORT – The Airport Sewer Project will be the focus of the water crew. Manholes are being adjusted in conjunction with the paving projects on Lake St., Goff St., Lake Auburn Ave. and Main St. The Ash Landfill pump station is ready to be fired up.

NEW BUSINESS

PROJECT UPDATE –Green Mountain will be starting the lining projects in a couple of weeks. The flow investigation has identified some significant inflow on Fern St. back towards Holly St. and Granite St. We need to look closer to the source, closer to Court St.

CSO MASTERPLAN UPDATE – Tighe and Bond have been hired by the City of Lewiston to consolidate a report to the DEP “CSO Master Plan Update and Implementation Schedule Report” which is due by June 30, 2019. The Sewer District's share of the report will be \$17,821.00 to be expended in 2019. Superintendent Hazelton was seeking authorization to enter into contract with Tighe and Bond.

August 21, 2018

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On motion of Charles Sheehan, seconded by Stephen Ness, it was unanimously voted: **To authorize Superintendent Hazelton to enter into contract with Tighe and Bond to prepare the CSO Masterplan Report to DEP.**

REFUND CHECK – The District received a dividend refund check in the amount of \$3551 from the Worker’s Compensation Fund which is a tribute to working safely.

LAWPCA APPORTIONMENT & FINANCIALS –The month of July was good for the District due to the wet weather.

COMPOST FACILITY - LAWPCA is still waiting for a Consent Agreement from the DEP regarding the compost facility.

CYBER BREACH –A ransomware computer virus affected the PCs at the UV Plant which spread to our network drives. It was decided that moving forward Lewiston would administer the computers at the UV Plant.

CITY OF AUBURN STRATEGIC DEVELOPMENT PLAN – Superintendent Hazelton was asked to be part of the process.

OLD BUSINESS

SOLICITATION POLICY – Trustee Heidi McCarthy stated that both boards would need to make a decision. Andrew Titus said that it would need to be an item on the Agenda for discussion.

On motion of Raymond Fortier, seconded Joseph DeFilipp, it was voted: **To reject the Solicitation Policy proposed by Tizz Crowley, Water District Trustee, and maintain the Policy that currently exists in the Employee Handbook.**

VOTE: 5- Yes and 2 Abstentions.

EXECUTIVE SESSION PER 1 M.R.S.A. § 405 (6) (D) TO DISCUSS A RECENTLY COMPLETED SALARY SURVEY

On motion of Robert Cavanagh, seconded by Raymond Fortier, it was unanimously voted: **To move into Executive Session to discuss a recently completed Salary Survey.**

On motion of Joseph DeFilipp, seconded by Robert Cavanagh, it was unanimously voted: **To come out of Executive Session.**

EXECUTIVE SESSION PER 1 M.R.S.A. § 405 (6) (D) TO DISCUSS A PERSONNEL ISSUE.

On motion of Stephen Ness, seconded by Charles Sheehan, it was unanimously voted: **To move into Executive Session to discuss a personnel issue.**

On motion of Charles Sheehan, seconded by Raymond Fortier, it was unanimously voted: **To move out of Executive Session.**

August 21, 2018

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On motion of Joseph DeFilipp, 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
EIGHT MONTHS ENDED AUGUST 31, 2018**

	August	2018	Y-T-D THRU AUGUST 2018		
	YTD - 2017	BUDGET	ACTUAL	BUDGET	VARIANCE
<u>REVENUES:</u>					
Metered Income	\$2,493,053	\$3,703,639	\$2,446,609	\$2,469,093	(\$22,484)
Industrial Surcharge	33,078	45,602	36,595	30,401	6,193
Shared Debt with City	20,696	41,392	20,696	27,595	(6,899)
Jobbing & Mdse. - NET	3,504	6,500	386	4,333	(3,947)
Sewer Assessments	4,880	21,762	9,711	14,508	(4,797)
Finance Charges	8,587	12,050	6,968	8,033	(1,065)
Interest Income	2,824	2,473	5,007	1,649	3,358
Industrial Treatment Sampling	35,200	50,400	33,600	33,600	0
Capacity Fees (SDS)	4,875	17,423	15,750	11,615	4,135
TOTAL REVENUES	2,606,697	3,901,241	2,575,322	2,600,827	(25,505)
			66.01%	66.67%	< Standard
<u>EXPENSES:</u>					
Payroll	260,769	434,356	258,879	289,571	(30,692)
Employee Benefits	124,125	225,245	135,262	150,163	(14,902)
Maint. of Sewers	31,158	55,836	42,328	37,224	5,104
Lift Stations	59,969	88,430	51,139	58,953	(7,814)
Maint. of Buildings	21,356	33,677	21,828	22,451	(623)
Maint. of Trucks	8,983	16,216	17,473	10,811	6,662
Office Expense	14,064	26,335	16,814	17,557	(743)
Collection Expense	21	228	(164)	152	(316)
General Expense	1,626	2,323	4,920	1,549	3,371
Insurance	34,336	52,401	35,858	34,934	924
Legal & Accounting Fees	22,421	29,350	19,872	19,567	305
Billing Expense	52,663	71,120	49,635	47,413	2,221
L.A.W.P.C.A.	842,722	1,907,285	1,199,849	1,271,523	(71,675)
SUB-TOTAL	1,474,213	2,942,802	1,853,693	1,961,868	(108,175)
Interest	54,813	79,427	57,823	52,951	4,872
TOTAL EXPENSES	1,529,026	3,022,229	1,911,516	2,014,819	(103,303)
			63.25%	66.67%	< Standard
Bonds - Principal Payments	355,393	548,477	360,031	365,651	(5,620)
SURPLUS FROM OPERATIONS	722,278	330,535	303,775	220,357	83,418

Auburn Sewer District Accounts Payable Check Register August 1, 2018 thru August 31, 2018
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<u>Check</u>	<u>Date</u>	<u>Per Vendor</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount</u>
5426	8/3/2018	7 Curry Printing #4317	7/20/2018	ap vouchers Supplies - A&G - Office	93.09
					<u>93.09</u>
5427	8/3/2018	7 Petro's Ace Hardware	7/26/2018	vinyl decals,insect repel Misc Expense-Pump Stations	8.98
					<u>8.98</u>
5428	8/3/2018	7 E.J. Prescott, Inc.	7/12/2018	saddle Inventory	85.51
					<u>85.51</u>
5428	8/3/2018	7 E.J. Prescott, Inc.	7/12/2018	manholes Inventory	4,680.00
					<u>4,680.00</u>
5429	8/3/2018	7 Rent-It Of Maine, Inc.	7/18/2018	bucket rental Expense-Moosebrook PS	176.12
					<u>176.12</u>
5430	8/3/2018	7 Service Master Clean	7/30/2018	clean up 13 Allen Supplies - Mains - Mnt	250.00
					<u>250.00</u>
5430	8/3/2018	7 Service Master Clean	7/31/2018	clean up 28 Sherman Supplies - Mains - Mnt	250.00
					<u>250.00</u>
5431	8/3/2018	7 Spencer Group	7/10/2018	manholes-Lake Supplies - Mains - Mnt	360.00
					<u>360.00</u>
5431	8/3/2018	7 Spencer Group	7/16/2018	manholes-Lake Supplies - Mains - Mnt	240.00
					<u>240.00</u>
5431	8/3/2018	7 Spencer Group	7/20/2018	manholes-Lake Supplies - Mains - Mnt	1,350.00
					<u>1,350.00</u>
5432	8/17/2018	8 Al's Auto & Truck Garage	8/7/2018	inspect sticker Truck #40 (2016 Ford F350)	12.50
					<u>12.50</u>
5433	8/17/2018	8 Andros. Registry Of Deeds	8/15/2018	release mtg Lien Release Fees	22.00
					<u>22.00</u>
5434	8/17/2018	7 Constellation NewEnergy, Ir	7/24/2018	Bradman St Accrued Power	134.14
					<u>134.14</u>

**Auburn Sewer District
Accounts Payable Check Register
August 1, 2018 thru August 31, 2018**

<u>Check</u>	<u>Date</u>	<u>Per Vendor</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount</u>
					<u>134.14</u>
5435	8/17/2018	7 Morrison & Sylvester Inc.	7/31/2018	grease, filters Truck #35 (2013 Vacuum Tru	648.86
					<u>648.86</u>
5436	8/17/2018	8 EIC, Inc. (Prompto)	8/9/2018	oil change Truck #37 (2015 GMC Sierra	51.85
					<u>51.85</u>
5437	8/17/2018	7 RHR Smith & Co	4/20/2018	audit work Accounting & Audit	850.00
5437	8/17/2018	8 RHR Smith & Co	8/7/2018	audit work Accounting & Audit	100.00
					<u>950.00</u>
5438	8/17/2018	8 Spencer Group	8/1/2018	Lake St manholes Supplies - Mains - Mnt	240.00
					<u>240.00</u>
5439	8/17/2018	7 UNITIL ME	7/31/2018	Green Turtle nat' gas Expense-Green Turtle PS	64.34
					<u>64.34</u>
5440	8/17/2018	7 USA Bluebook	7/31/2018	clamp Truck #37 (2015 GMC Sierra	115.90
					<u>115.90</u>
5441	8/24/2018	8 John Stansbury	8/20/2018	customer refund A/R - Customer Accts Rec	126.16
					<u>126.16</u>
5442	8/24/2018	8 Andros. Registry Of Deeds	8/22/2018	Place lien Lien Release Fees	22.00
					<u>22.00</u>
5443	8/24/2018	8 Complete Labor & Staffing	8/17/2018	flagging 8/15/18 Airport Sewer Line Project	329.85
					<u>329.85</u>
5444	8/24/2018	7 Constellation NewEnergy, Ir	8/2/2018	Worthley Brook Accrued Power	448.04
					<u>448.04</u>
5445	8/24/2018	8 Gagne & Sons	7/30/2018	ring, mortar, con seal Supplies - Mains - Mnt	161.76

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5445	8/24/2018	8 Gagne & Sons	8/1/2018	ring, conseal Supplies - Mains - Mnt	40.38
					<u>202.14</u>
5446	8/24/2018	9 Group Dynamic, Inc.	8/15/2018	Sept ind deduct fee Employee Benefits	32.00
					<u>32.00</u>
5447	8/24/2018	8 Horizon Solutions, LLc	8/7/2018	potentiometer Truck #35 (2013 Vacuum Tru	250.85
					<u>250.85</u>
5448	8/24/2018	8 Vantagepoint Transfer Agen	7/31/2018	Policy#304412 Accrued Deferred Comp	2,023.22
					<u>2,023.22</u>
5449	8/24/2018	8 Vantagepoint Transfer Agen	7/31/2018	Policy#109636 Employee Benefits	1,936.83
					<u>1,936.83</u>
5450	8/24/2018	8 Vantagepoint Transfer Agen	7/31/2018	Policy#705328 Accrued IRA/ICMA	394.86
					<u>394.86</u>
5451	8/24/2018	8 L.A.W.P.C.A.	8/6/2018	1 vac load Accrued - LAWPCA	185.00
5451	8/24/2018	8 L.A.W.P.C.A.	8/1/2018	Aug bill Accrued - LAWPCA	91,766.52
					<u>91,951.52</u>
5452	8/24/2018	9 Maine Municipal Emp.Hlth.	8/10/2018	Sept bill Employee Benefits	29.40
5452	8/24/2018	9 Maine Municipal Emp.Hlth.	8/10/2018	Accrued Life Insurance	88.20
5452	8/24/2018	9 Maine Municipal Emp.Hlth.	8/10/2018	Accrued IPP Withheld	239.11
5452	8/24/2018	9 Maine Municipal Emp.Hlth.	8/10/2018	Accrued Dental	515.30
					<u>872.01</u>
5453	8/24/2018	8 Martindale Associates, Inc.	8/20/2018	repair Guardian Expense-Moosebrook PS	380.95

**Auburn Sewer District
Accounts Payable Check Register
August 1, 2018 thru August 31, 2018**

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					<u>380.95</u>
5454	8/24/2018	8 New England Truck Tire	7/24/2018	4 tires Truck #35 (2013 Vacuum Tru	3,041.00
					<u>3,041.00</u>
5455	8/24/2018	8 Omni Services, Inc.	8/3/2018	hydraulic assmbly Truck #35 (2013 Vacuum Tru	454.24
					<u>454.24</u>
5456	8/31/2018	8 Auburn Aggregates	8/15/2018	crushed stone,stone dust Airport Sewer Line Project	365.61
5456	8/31/2018	8 Auburn Aggregates	8/21/2018	stone dust Airport Sewer Line Project	117.44
					<u>483.05</u>
5457	8/31/2018	8 Auburn Water District	8/16/2018	July bills A/P - Due to AWD	37,991.90
					<u>37,991.90</u>
5458	8/31/2018	8 Complete Labor & Staffing	8/24/2018	traffic detail 8/23 Airport Sewer Line Project	959.52
					<u>959.52</u>
5459	8/31/2018	7 Constellation NewEnergy, Ir	8/8/2016	River Station Accrued Power	340.89
5459	8/31/2018	7 Constellation NewEnergy, Ir	8/8/2018	Merrow Rd Accrued Power	24.50
5459	8/31/2018	7 Constellation NewEnergy, Ir	8/8/2018	Lewiston Jct Accrued Power	105.79
5459	8/31/2018	7 Constellation NewEnergy, Ir	8/9/2018	Moose Brook Accrued Power	369.58
					<u>840.76</u>
5460	8/31/2018	8 Gagne & Sons	8/21/2018	conseal,ring,mortar Supplies - Mains - Mnt	309.78
					<u>309.78</u>
5461	8/31/2018	8 Gilman Electrical Supply	8/23/2018	electric supplies Expense-Green Turtle PS	57.83
5461	8/31/2018	8 Gilman Electrical Supply	8/24/2018	recepticle,cover Airport Sewer Line Project	30.25

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August 1, 2018 thru August 31, 2018**

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					<u>88.08</u>
5462	8/31/2018	8 L.A.W.P.C.A.	8/9/2018	2015 LTD Accrued - LAWPCA	753.33
5462	8/31/2018	8 L.A.W.P.C.A.	8/9/2018	2011 LTD Accrued - LAWPCA	48,660.40
5462	8/31/2018	8 L.A.W.P.C.A.	8/9/2018	2005 LTD Accrued - LAWPCA	43,504.97
5462	8/31/2018	8 L.A.W.P.C.A.	8/9/2018	2008 LTD Accrued - LAWPCA	25,108.14
5462	8/31/2018	8 L.A.W.P.C.A.	8/9/2018	2010 LTD Accrued - LAWPCA	57,706.18
5462	8/31/2018	8 L.A.W.P.C.A.	8/9/2018	2014 LTD Accrued - LAWPCA	314,781.43
					<u>490,514.45</u>
5463	8/31/2018	8 McMaster-Carr Supply Co.	8/22/2018	compression lug Expense-Green Turtle PS	67.28
					<u>67.28</u>
5464	8/31/2018	8 E.J. Prescott, Inc.	8/2/2018	frame, cover Inventory	1,037.34
					<u>1,037.34</u>
5465	8/31/2018	8 Spencer Group	8/23/2018	patch A-manholes Supplies - Mains - Mnt	960.00
					<u>960.00</u>
<u>Grand Total</u>					<u>645,451.12</u>

Net Payroll + taxes

28,924.30

674,375.42

VENDOR	REF	AWD G/L #	ASD G/L #	Amount
Amazon.com	debit card activity	1142-300	2620-500	\$ 18.98
Anthem	August health ins	1142-300	2604-000	\$10,111.20
Anthem	August health ins	1142-300	2241-070	\$ 1,784.33
Auburn Water District	Group Dynamic HRA debits	1142-300	2604-000	\$ 161.31
Auburn Water District	shared employees benefit allocation	1604-000	2604-000	\$ 804.25
Auburn Water District	shared employees wage allocation	1685-000	2601-600	\$ 1,787.23
Beltone Answering Service	answering service -Aug	1142-300	2675-800	\$ 42.50
Beltone Answering Service	answering service - panic buttons -Aug	1142-300	2675-800	\$ 4.98
Bisson Enterprises, Inc.	office cleaning -August	1142-300	2675-500	\$ 282.50
Central Maine Power	power @ 268 Court Street	1142-300	2615-500	\$ 143.33
Central Maine Power	power @ 268 Court Street	1142-300	2615-800	\$ 71.67
City of Auburn	street opening permits-sewer maint	1142-300	2620-600	\$ 510.00
Coastal Auto Parts	misc parts & supplies	1142-300	2620-500	\$ 146.88
Coastal Auto Parts	misc parts & supplies	1142-300	2620-500	\$ 32.33
Coastal T-Shirts	employee shirts	1142-300	2604-000	\$ 148.30
Constellation NewEnergy	energy charge @ 268 Court Street	1142-300	2615-500	\$ 250.00
Constellation NewEnergy	energy charge @ 268 Court Street	1142-300	2615-800	\$ 125.00
Corson GIS Solutions	GIS software support	1142-300	2677-840	\$ 340.00
Curry Printing	office supplies	1142-300	2620-800	\$ 44.00
Curry Printing	office supplies, notes	1142-300	2620-800	\$ 73.17
Dig Safe System, Inc.	monthly bill	1142-300	2675-600	\$ 345.34
FirstLight	telephone service -August	1142-300	2676-800	\$ 182.54
Gilman	pump station parts	1142-300	2620-500	\$ 39.80
Gilman	pump station parts	1142-300	2620-500	\$ 9.58
Great American Financial	Konica Digital Copier - lease -August	1142-300	2675-800	\$ 107.51
Hazelton, Sid	August mileage	1142-300	2675-500	\$ 175.00
Home Depot	safety supply	1142-300	2620-550	\$ 31.41
Home Depot	maintenance supplies	1142-300	2620-500	\$ 17.34
Home Depot	misc tools and supplies	1142-300	2620-500	\$ 65.92
Kennebec Equip Rental	sewer maintenance	1142-300	2620-500	\$ 101.58
Maine I.T.	server support	1142-300	2677-840	\$ 620.00
Maine State Retirement System	retirement contribution - health-August	1142-300	2604-000	\$ 172.92
Maine State Retirement System	retirement contribution - life-August	1142-300	2241-030	\$ 28.14
Maine Water Company	accounting services - Greg Leighton	1142-300	2632-800	\$ 1,750.00
Maine Water Utilities	training class	1142-300	2675-800	\$ 20.00
Ness Oil	gas and diesel tk#37	1142-300	2650-124	\$ 1,019.78
Ness Oil	gas for cans	1142-300	2620-500	\$ 15.70
Ness Oil	gas and diesel tk#35	1142-300	2650-123	\$ 165.26
Ness Oil	gas and diesel tk#40	1142-300	2650-125	\$ 181.77
Northern Data Systems	hosted connectivity and hosting	1142-300	2675-700	\$ 4,320.00
Northern Data Systems	customer billing	1142-300	2675-700	\$ 1,334.35
Petro's	sewer maintenance supplies	1142-300	2620-500	\$ 9.98
Pine Tree Waste	bulk waste	1142-300	2675-500	\$ 82.73
Pitney Bowes	postage	1142-300	2675-800	\$ 222.18
Reggies Sales	maintenance supplies	1142-300	2675-600	\$ 13.48
Rent-It of Maine	manholes	1142-300	2620-600	\$ 2,327.77
Rent-It of Maine	sewer maintenance	1142-300	2620-600	\$ 2,327.77
Spillers	stock, gravel	1142-300	2620-500	\$ 152.50
Staples	office supplies	1142-300	2620-800	\$ 61.78
Staples	crew supplies	1142-300	2675-500	\$ 40.00
Thayer Corporation	hvac maintenance	1142-300	2675-500	\$ 408.38
U.S. Cellular	cell phones	1142-300	2676-500	\$ 252.51
United Way	employee contributions-August	1142-300	2241-000	\$ 24.00
Unitil	268 Court Street - August	1142-300	2620-500	\$ 89.77
Unum	August life insurance	1142-300	2604-000	\$ 72.00
UPS	postage, shipping	1142-300	2675-500	\$ 40.93
WB Mason	office supplies	1142-300	2620-800	\$ 34.43
WB Mason	crew supplies	1142-300	2620-500	\$ 35.65
WB Mason	crew supplies	1142-300	2620-500	\$ 22.99
WB Mason	office supplies	1142-300	2620-800	\$ 70.30
WB Mason	crew supplies	1142-300	2620-500	\$ 124.50

33,999.55

AUBURN SEWERAGE DISTRICT

MONTHLY ACTIVITY REPORT

August 2018

MAINS

Location	Hrs	Comments	OK	Plug	Main.	Misc.	New
Airport Sewer Main Install	485	1100' installed					1
High Street	1	investigate cave-in	1				
Download flow tote data	1	ok	1				
Broad Street	1	Cleaned Mains	1				
Harvest Hill	1	Cleaned Mains	1				
bi-monthly checks	1	check for back-ups	1				
Park Ave	1	Cleaned mains	1				
Hemlock circle	1	Cleaned Mains	1				
Monthly Totals	8		7	0	0	0	1
2017 Monthly Totals	16		0	0	15	0	1
YTD Totals	57		16	0	32	2	7
2017 YTD Totals	23		11	5	63	2	8

MANHOLES

Location	Hrs	Comments	OK	Cover	Misc.	Frame & Cover	New
Court @ Allen	1	Repair loud cover			1		
Center Street	1	Investigate missing cover, Storm			1		
2277 Hotel	1	raise manhole			1		
Lake Auburn Ave	1	raise manhole				1	
Seventh Street	1	raise manhole				1	
20 Andrea	1	raise manhole				1	
Conant	1	raise manhole				1	
82 Gilander	1	paved in Manhole					1
Twins Rd	1	replace broken cover		1			
Monthly Totals	9		0	1	3	4	1
2017 Monthly Totals	16		0	0	9	7	0
YTD Totals	50		3	1	9	29	8
2017 YTD Totals	12		6	2	17	17	22

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									
October									
November									
December									
YTD Totals	74.5	24.29							
2017 YTD Totals	83.7	21.35							

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												
October												
November												
December												
YTD Totals	889	446	13	99	1	3	0	50	143	3	117	14
2017 Totals	842	385	10	159	0	0	4	43	126	16	86	14

DUTY FOREMAN CALLS

(Overtime)

Districts	Total	High/Low Pressure	Water Quality	Alarms	Sewer Service	Leak	Misc.	Locates	Hydrants	Meter	Fire Calls
Sewerage District	2			1	0	0	1	0	0	0	0
Water District	3	0	0	1		1	1	0	0	0	0
Monthly Totals	5	0	0	2	0	1	2	0	0	0	0
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. LAWPCA, cleaned out facility catch basins
2. Harvest Hill, new connection to sewer
3. Truck 35 turntable maintained
4. Sewer Flusher maintained
- 5.

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 \$	Op Data \$	Difference \$
January	62.00%	\$149,724.29	61.68%	\$148,951.52	\$772.77	0.0	38.00%	\$91,766.50	\$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	\$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	\$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	\$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	\$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	\$94,978.33	(\$3,211.83)	0.0
Six Month Adjustment			61.50%		\$7,196.43					(\$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 \$	Op Data \$	Difference \$
July	62.00%	\$149,724.29	62.91%	\$151,921.86	(\$2,197.57)	0.0	38.00%	\$91,766.50	\$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	\$92,949.81	(\$1,183.30)	0.0
September	62.00%	\$149,724.29	61.83%	\$149,313.76	\$410.53	0.0	38.00%	\$91,766.50	\$92,177.03	(\$410.53)	0.0
October	62.00%	\$149,724.29	64.84%	\$156,582.63	(\$6,858.34)	0.0	38.00%	\$91,766.50	\$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	\$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	\$92,177.03	(\$410.53)	0.0
Six Month Total Adj			62.45%		(\$6,520.25)					\$6,520.25	0.0
Average to date			61.704%								0.0
Adjustments to date					\$4,998.86					(\$4,998.86)	0.0
Average / Adjustments year end			61.98%		\$676.17					(\$676.17)	0.0

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