

CALAIS CITY COUNCIL  
JANUARY 10, 2019

The first regular monthly meeting of the Calais City Council was held this date in the Council Chambers of the Calais City Building at 6:00 p.m.

Present was Mayor Howard presiding over Councilors Geel, Sherrard, Rogers, Mingo, Carr, and Moreside.

On a motion by Councilor Rogers and a second by Councilor Carr, it was unanimously voted to approve the following consent agenda:

- A. Previous Minutes
- B. Monthly Departmental Reports
- C. Chase Fund for January - \$250.00
- D. Treasurer's Warrants City through January 9, 2019  
\$ 511,391.75
- E. Treasurer's Warrants School through January 9, 2019  
\$ 806,318.40
- F. Treasurer's Warrants Water through December 31, 2018  
\$ 17,785.88
- G. Treasurer's Warrants Water through January 9, 2019  
\$ 12,895.87
- H. Voluntary Road Toll Applications
- I. Sewer Commitment for Quarter Ending December 31, 2018 - \$205,555.14

The City Manager then gave his report on the following  
-- final payment from the St Croix #1 Project to Gary Young will be paid on next week's accounts payable warrant.  
--Tobacco Free Zone Policy, Georgie Kendall will be here at meeting to present free signs provided to the City.

The following Council Committee Reports were submitted:

- 1. **Finance Committee** – No report
- 2. **Property Committee** – No report
- 3. **Public Safety Committee** – no report
- 4. **Public Works committee** – met prior to Council meeting to discuss the possible replacement of the Street Sweeper
- 5. **School Liaison Committee**- No report
- 6. **Economic/Community Development Committee** – met on January 4<sup>th</sup> to discuss several issues.

Attendance

Consent agenda

City Manager Report

Council Committee Reports

The next agenda item, approval of the 2017-2018 Audit was tabled until the next meeting to give the Council more time to study it.

On a motion by Councilor Moreside and a second by Councilor Mingo, it was unanimously voted to approve the 2019 Water Department Budget as presented:

INSERT WATER DEPARTMENT BUDGET

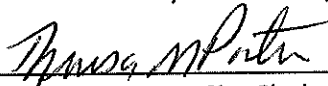
It was moved by Councilor Geel, seconded by Councilor Carr, and unanimously voted to authorize the Police chief to advertise for a Full-Time Police Officer.

On a motion by Councilor Sherrard and a second by Councilor Rogers, it was unanimously voted to direct the City Manager to draft a letter to Governor Mills, asking her to consider reopening the Calais DHHS Office.

Other items addressed with no Council Action being taken at this time included:

- Downtown Ice Rink
- Need to schedule Property Committee Meeting to discuss new playground equipment
- Legal Fees Budget line item getting low

There being no further business to come before the City Council at this time, it was moved by Councilor Mingo, seconded by Councilor Rogers, and unanimously voted to adjourn this meeting at 6:37pm.

ATTEST:   
Theresa M Porter, City Clerk

Audit Approval Tabled

Water Dept Budget

Full-time Police Officer

Letter to Gov. Mills – DHHS Office

Other items

Adjourn

**TABLE 1 - CALAIS WATER DEPARTMENT - PROPOSED 2019 BUDGET**

City Account #	Account Description	Budget 2014	Budget 2015	Budget 2016	Budget 2017	Budget 2018	Budget 2019 (MAY2019)	Proposed Budget 2019	Difference between 2018 Budget and 2019 Budget
0170	PREVIOUS BUDGET	\$849,298.00	\$649,298.00	\$657,056.00	\$657,056.00	\$642,613.00	\$642,613.00	\$642,613.00	\$0.00
0171	PRINCIPAL - REFINANCE - UNION TRUST (Paid off)	\$16,193.00	\$16,193.00	\$16,924.00	\$17,310.00	\$0.00	\$4,785.00	\$0.00	\$0.00
0175	PRINCIPAL - DWSRF - CLEVELAND ST.	\$4,785.00	\$4,785.00	\$4,785.00	\$4,785.00	\$4,785.00	\$4,785.00	\$4,785.00	\$0.00
0179	PRINCIPAL - DWSRF - SOUTH ST.	\$32,661.00	\$32,661.00	\$32,661.00	\$32,661.00	\$32,661.00	\$32,661.00	\$32,661.00	\$0.00
0188	PRINCIPAL - DWSRF RESERVOIR/FILTER BACKWASH	\$1,483.00	\$1,483.00	\$1,483.00	\$1,484.00	\$1,484.00	\$1,483.34	\$1,484.00	\$0.00
0190	DWSRF - LAFF PRICE	\$19,483.00	\$19,483.00	\$16,484.00	\$19,484.00	\$19,484.00	\$19,483.34	\$19,484.00	\$0.00
0192	DWSRF - MIDLAND/BROOKS/SPRINGGERMAIN	\$13,652.00	\$13,652.00	\$12,742.00	\$12,742.00	\$12,742.00	\$12,741.66	\$12,742.00	\$0.00
0193	DWSRF - CLARK/SCHOOL	\$7,015.00	\$7,015.00	\$7,227.00	\$7,227.00	\$7,227.00	\$7,227.00	\$7,227.00	\$0.00
0194	16FR Principal - Union Street Water	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,520.00	\$20,520.00	\$20,520.00
0195	PRINCIPAL - MANNING STREET - DWPSRF	\$3,750.00	\$3,750.00	\$3,902.00	\$3,902.00	\$3,902.00	\$0.00	\$0.00	\$-3,948.00
0197	LONG TERM DEBT - SRF REFINANCE	\$81,833.00	\$81,833.00	\$81,833.00	\$81,833.00	\$81,833.00	\$81,833.84	\$81,833.00	\$0.00
0199	PRINCIPAL - B.H.B. & TRUST - WATER LINE	\$8,487.00	\$8,487.00	\$8,724.00	\$8,959.00	\$9,217.00	\$9,214.77	\$9,474.00	\$257.00
0200	PRINCIPAL - TEMPERANCE WATER - DWPSRF	\$0.00	\$0.00	\$11,500.00	\$9,100.00	\$0.00	\$0.00	\$0.00	\$0.00
0201	PRINCIPAL - UNION STREET WATER - DWPSRF	\$0.00	\$0.00	\$23,175.00	\$21,000.00	\$7,824.00	\$7,823.72	\$7,824.00	\$0.00
0400	REG ASSESSMENT TAX	\$3,506.00	\$3,506.00	\$3,500.00	\$3,900.00	\$3,900.00	\$3,984.00	\$3,900.00	\$0.00
0410	DUES	\$1,879.32	\$1,800.00	\$1,800.00	\$1,200.00	\$1,200.00	\$2,550.00	\$2,600.00	\$1,400.00
0420	INTEREST - UNION TRUST (Paid Off)	\$2,695.90	\$2,729.00	\$1,998.00	\$1,612.00	\$0.00	\$0.00	\$0.00	\$0.00
0421	ADMIN - DWSRF CLEVELAND STREET	\$239.26	\$240.00	\$240.00	\$240.00	\$240.00	\$239.26	\$240.00	\$0.00
0425	ADMIN FEE - DWSRF FILTER BACKWASH	\$74.16	\$75.00	\$75.00	\$75.00	\$75.00	\$74.16	\$75.00	\$0.00
0427	INTEREST - RD 91-08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0429	INTEREST - RD 91-10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0431	INTEREST - GMAC 820-4	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0433	INTEREST - GMAC 820-5	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0435	INTEREST - 1ST NAT'L P	\$463.61	\$478.00	\$401.00	\$247.00	\$247.00	\$0.00	\$0.00	\$-247.00
0437	INTEREST - RD WATER SOURCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0439	INTEREST - B.H.B. & TRUST - Water Line	\$3,410.43	\$3,318.00	\$3,081.00	\$2,846.00	\$2,590.00	\$2,589.28	\$2,331.00	\$-259.00
0440	DWSRF 2009F ADMINISTRATION FEE	\$974.16	\$975.00	\$0.00	\$975.00	\$975.00	\$974.16	\$975.00	\$0.00
0442	DWSRF 2012 ADMINISTRATION FEE	\$2,679.29	\$0.00	\$2,300.00	\$2,228.00	\$2,095.00	\$2,155.32	\$2,082.32	\$-73.68
0444	INTEREST - CLARK/SCHOOL DWPSRF	\$0.00	\$0.00	\$0.00	\$2,095.00	\$2,095.00	\$0.00	\$0.00	\$-2,095.00
0445	INTEREST FEE - TEMPERANCE DWPSRF	\$0.00	\$1,100.00	\$0.00	\$1,487.00	\$1,487.00	\$1,447.38	\$1,410.00	\$-77.00
0446	INTEREST FEE - UNION STREET DWPSRF	\$0.00	\$0.00	\$4,825.00	\$4,000.00	\$4,275.00	\$4,270.46	\$4,066.00	\$-209.00
0447	DWSRF 2015 Administration Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$433.00	\$463.56	\$433.00	\$0.00
0448	DWSRF 2016 Administration Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,299.52	\$1,240.00	\$-212.00
5110	INTEREST FEE - MANNING STREET DWPSRF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,330.00	\$3,330.00
5115	REGULAR WAGES	\$125,330.20	\$130,000.00	\$128,000.00	\$130,000.00	\$135,000.00	\$130,788.80	\$135,000.00	\$0.00
5116	OVERTIME WAGES	\$3,930.01	\$5,000.00	\$5,000.00	\$5,000.00	\$3,900.00	\$3,046.73	\$3,900.00	\$0.00
6120	PAYROLL - ON CALL STIPEND	\$2,600.00	\$2,600.00	\$2,600.00	\$2,600.00	\$2,600.00	\$2,600.00	\$2,600.00	\$0.00
6017	SHARE-CLERICAL WAGES - 33%	\$8,933.46	\$10,412.69	\$9,700.00	\$11,100.00	\$11,238.00	\$10,357.34	\$11,634.82	\$936.82
6018	SHARE-MANAGER WAGES - 15%	\$10,357.37	\$9,300.00	\$8,900.00	\$9,301.00	\$9,690.00	\$8,874.84	\$9,249.98	\$-1,380.02
6019	SHARE-FIN DIR WAGES - 25%	\$10,407.69	\$10,750.09	\$12,300.00	\$13,250.00	\$13,719.00	\$12,644.23	\$14,203.10	\$484.10
6046	CONTRACTED FRINGE BENEFITS REGULAR	\$70,184.91	\$65,000.00	\$75,000.00	\$73,000.00	\$73,000.00	\$73,241.73	\$75,000.00	\$2,000.00
6047	CONTRACTED FRINGE BENEFITS OVERTIME	\$707.42	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$548.42	\$808.00	\$-208.00
6048	EMPLOYEE BENEFITS - CITY ADMINISTRATION	\$14,753.53	\$14,850.06	\$16,000.00	\$16,000.00	\$16,000.00	\$14,343.52	\$14,775.14	\$1,224.86
6151	PURCHASED POWER	\$30,156.59	\$32,000.00	\$31,000.00	\$22,000.00	\$20,000.00	\$19,554.26	\$18,000.00	\$-2,000.00
6202	MATERIALS AND SUPPLY - OFFICE	\$14,499.27	\$14,000.00	\$14,000.00	\$16,000.00	\$16,000.00	\$19,424.80	\$19,000.00	\$3,000.00
6204	CHEMICALS	\$15,356.36	\$18,000.00	\$18,000.00	\$18,000.00	\$17,000.00	\$7,939.04	\$14,900.00	\$-2,100.00
6205	MATERIALS AND SUPPLY - MAINTENANCE	\$2,701.89	\$6,500.00	\$5,000.00	\$5,000.00	\$3,000.00	\$2,460.77	\$3,000.00	\$-500.00
6206	MATERIALS AND SUPPLY - OPERATION	\$13,928.20	\$15,000.00	\$10,000.00	\$7,500.00	\$8,000.00	\$6,892.01	\$7,500.00	\$-500.00
6207	SUPPLIES/CUSTOMER ACCOUNTS	\$482.01	\$2,000.00	\$2,500.00	\$2,500.00	\$1,000.00	\$211.23	\$500.00	\$-500.00
6208	MAT & SUP ADMIN & GEN	\$300.00	\$500.00	\$500.00	\$500.00	\$500.00	\$100.00	\$500.00	\$0.00
6209	MDOT WATER REPAIRS	\$60.50	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$1,237.29	\$7,500.00	\$0.00
6328	CONTRACT SVCI/ACCOUNTANT	\$12,025.89	\$13,000.00	\$12,000.00	\$12,000.00	\$13,001.21	\$11,301.21	\$11,900.00	\$-1,100.00
6361	CONTRACT SVCI/WATER TREATMENT/WELLS	\$2,502.89	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$4,435.00	\$5,000.00	\$20,000.00
6388	CONTRACT SVCI/DISTRIBUTION SYS. REPAIRS	\$18,066.56	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$18,572.24	\$19,000.00	\$-6,000.00
6400	BUILDING MAINTENANCE & REPAIRS	\$0.00	\$15,000.00	\$5,000.00	\$6,000.00	\$5,000.00	\$347.42	\$1,000.00	\$-4,000.00
6426	RENTAL EQUIPMENT	\$0.00	\$500.00	\$500.00	\$500.00	\$500.00	\$0.00	\$0.00	\$-500.00
6506	TRANSPORTATION EXPENSE/VEHICLE MAINT.	\$7,753.26	\$5,500.00	\$5,500.00	\$3,000.00	\$3,000.00	\$3,594.71	\$3,600.00	\$600.00
6598	INSURANCE - RISK POOL	\$3,200.00	\$3,200.00	\$3,200.00	\$3,400.00	\$3,400.00	\$0.00	\$3,400.00	\$0.00
6608	ADVERTISING - GEN ADMINIS.	\$682.17	\$700.00	\$700.00	\$700.00	\$1,000.00	\$307.36	\$700.00	\$-300.00
6761	MISC EXP/STATE TESTING	\$8,013.43	\$7,000.00	\$5,000.00	\$4,000.00	\$3,500.00	\$3,745.17	\$4,000.00	\$500.00
6755	TRAINING	\$415.00	\$1,500.00	\$1,500.00	\$1,000.00	\$1,000.00	\$755.00	\$800.00	\$-200.00
6757	HEATING FUEL	\$3,539.85	\$4,500.00	\$4,500.00	\$4,000.00	\$3,500.00	\$2,957.74	\$3,500.00	\$0.00
6758	MISC EXPENSE	\$33.53	\$200.00	\$200.00	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00
6765	CONTINGENCY ALLOWANCE - (Improvements)	\$25,000.00	\$5,133.14	\$0.00	\$2,800.00	\$2,800.00	\$2,068.62	\$0.00	\$-6,376.00
YTD Total	(Actual/Proposed)	\$511,876.87	\$649,298.00	\$657,056.00	\$657,056.00	\$642,613.00	\$642,613.00	\$642,613.00	\$-29,364.00