

CALAIS CITY COUNCIL
December 14, 2017

The first and only 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, Mingo, Carr, and Nixon.

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

- A. Previous Minutes
- B. Chase Fund for December - \$300.00
- C. Monthly Departmental Reports
- D. Treasurer's Warrants City through December 13, 2017
\$ 185,769.01
- E. Treasurer's Warrants School through December 13, 2017
\$ 207,645.89
- F. Treasurer's Warrants Water through December 13, 2017
\$ 6,386.39

The City Manager reported to the Council that the Audit will be available on Monday, Dec. 18th.

There were no Council Committee reports

There was no Public Input on Agenda items

On motion by Councilor Sherrard and a second by Councilor Nixon, it was unanimously voted to adopt the 2018 Water Department Budget as presented

INSERT WATER DEPARTMENT BUDGET

On a motion by Councilor Nixon and a second by Councilor Carr, it was unanimously voted to authorize the City Clerk to send a final 30-day letter to December 27, 2017 foreclosed tax and sewer property owners, giving them an opportunity to redeem property by paying all water, sewer and tax bills owed on their properties.

Attendance

Consent Agenda

City Manager report

Water Dept Budget

Tax & Sewer Foreclosure
letter

TABLE 1 - CALAIS WATER DEPARTMENT - PROPOSED 2018 BUDGET

City Account #	Account Description	Budget 2014	Budget 2015	Budget 2016	Budget 2017	Budget 2017 To-Date	Proposed 2017 Budget	Proposed Budget 2018	Difference between 2017 Budget and 2018 Budget
0170	PREVIOUS BUDGET	\$649,298.00	\$649,298.00	\$657,055.00	\$657,055.00	\$71,590.19	\$71,590.19	\$0.00	\$71,590.19
0175	PRINCIPAL - REFERENCE - UNION TRUST (Paid off)	\$4,785.00	\$4,785.00	\$4,785.00	\$4,785.00	\$4,785.00	\$4,785.00	\$4,785.00	\$0.00
0177	PRINCIPAL - DWSRF - CLEVELAND ST.	\$32,661.00	\$32,661.00	\$32,661.00	\$32,661.00	\$32,661.00	\$32,661.00	\$32,661.00	\$0.00
0179	PRINCIPAL - DWSRF RESERVOIR/FILTER BACKWASH	\$1,483.00	\$1,483.00	\$1,483.00	\$1,483.00	\$1,483.00	\$1,483.00	\$1,483.00	\$0.00
0188	DWSRF - LAFF PRICE	\$19,483.34	\$19,483.34	\$19,483.34	\$19,483.34	\$19,483.34	\$19,483.34	\$19,483.34	\$0.00
0190	DWSRF - MIDLAND BROOKS/SPRINGGERMAIN	\$12,741.66	\$12,741.66	\$12,741.66	\$12,741.66	\$12,741.66	\$12,741.66	\$12,741.66	\$0.00
0192	DWSRF - CLARK/SCHOOL	\$7,227.00	\$7,227.00	\$7,227.00	\$7,227.00	\$7,227.00	\$7,227.00	\$7,227.00	\$0.00
0193	16FR Principal - Union Street Water	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,317.00	\$20,317.00
0195	PRINCIPAL - LONG TERM DEBT - 1ST N + PF	\$3,922.00	\$3,922.00	\$3,922.00	\$3,922.00	\$12,183.04	\$12,183.04	\$0.00	\$12,183.04
0197	LONG TERM DEBT - SRF REFERENCE	\$81,833.00	\$81,833.00	\$81,833.00	\$81,833.00	\$81,833.00	\$81,833.00	\$81,833.00	\$0.00
0199	PRINCIPAL - B.J.B. & TRUST - WATER LINE	\$8,947.06	\$8,947.06	\$8,947.06	\$8,947.06	\$8,947.06	\$8,947.06	\$8,947.06	\$0.00
0200	PRINCIPAL - TEMPERANCE WATER - DWPSRF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0201	PRINCIPAL - UNION STREET WATER - DWPSRF	\$11,500.00	\$11,500.00	\$11,500.00	\$11,500.00	\$0.00	\$0.00	\$0.00	\$0.00
0201	PRINCIPAL - MANNING STREET - DWPSRF	\$0.00	\$0.00	\$23,175.00	\$21,000.00	\$7,823.72	\$7,823.72	\$7,824.00	\$0.28
0408	REG ASSESSMENT TAX	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,900.00	\$13,900.00
0408	DUES	\$3,056.00	\$3,056.00	\$3,056.00	\$3,056.00	\$3,996.50	\$3,996.50	\$3,900.00	\$96.50
0410	INTEREST - UNION TRUST (Paid Off)	\$1,876.32	\$1,800.00	\$1,800.00	\$1,200.00	\$1,255.00	\$1,190.00	\$1,200.00	-\$65.00
0420	ADMIN - DWSRF CLEVELAND STREET	\$2,635.90	\$2,729.00	\$1,958.00	\$1,198.38	\$1,198.38	\$1,198.38	\$0.00	-\$1,198.38
0421	ADMIN FEE - DWSRF FILTER BACKWASH	\$239.26	\$240.00	\$240.00	\$240.00	\$239.26	\$239.26	\$240.00	\$0.74
0425	INTEREST - RD 91-08	\$0.00	\$0.00	\$75.00	\$75.00	\$74.16	\$74.16	\$75.00	\$0.84
0427	INTEREST - RD 91-10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0429	INTEREST - GMAC 820-4	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0431	INTEREST - GMAC 820-5	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0433	INTEREST - 1ST NAT'L P	\$463.61	\$478.00	\$407.00	\$247.00	\$143.03	\$0.00	\$0.00	\$663.97
0437	INTEREST - RD WATER SOURCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0439	INTEREST - B.J.B. & TRUST - Water Line	\$3,410.43	\$3,318.00	\$3,081.00	\$2,848.00	\$2,862.39	\$2,592.00	\$2,590.00	\$272.39
0440	DWSRF 2016 ADMINISTRATION FEE	\$974.16	\$975.00	\$0.00	\$975.00	\$974.16	\$974.16	\$975.00	\$0.84
0442	DWSRF 2012 ADMINISTRATION FEE	\$2,679.29	\$0.00	\$2,300.00	\$2,228.00	\$2,227.60	\$2,227.60	\$2,196.00	\$31.60
0444	INTEREST - CLARK/SCHOOL DWPSRF	\$0.00	\$2,095.00	\$2,095.00	\$2,095.00	\$0.00	\$0.00	\$2,095.00	\$2,095.00
0445	INTEREST FEE - TEMPERANCE DWPSRF	\$0.00	\$1,100.00	\$0.00	\$1,300.00	\$825.84	\$825.84	\$1,487.00	\$661.16
0446	INTEREST FEE - UNION STREET DWPSRF	\$0.00	\$0.00	\$4,825.00	\$4,000.00	\$5,354.32	\$5,354.32	\$4,275.00	\$1,079.32
0447	DWSRF 2015 Administration Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$432.48	\$432.48	\$433.00	\$0.52
0448	DWSRF 2016 Administration Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$6,981.25	\$6,981.25	\$1,028.00	\$5,953.25
5110	REGULAR WAGES	\$125,350.20	\$130,000.00	\$128,000.00	\$130,000.00	\$120,391.00	\$132,000.00	\$135,000.00	\$14,609.00
5115	OVERTIME WAGES	\$3,900.01	\$5,000.00	\$5,000.00	\$5,000.00	\$2,918.64	\$2,300.00	\$3,500.00	\$887.36
5120	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%	\$9,803.46	\$16,242.69	\$9,700.00	\$11,100.00	\$9,154.68	\$9,532.38	\$11,237.71	\$2,133.03
6018	SHARE-MANAGER WAGES - 15%	\$10,357.37	\$9,300.00	\$8,800.00	\$9,301.00	\$8,456.18	\$9,629.21	\$1,677.71	\$1,677.71
6019	SHARE-FIN DIR WAGES - 25%	\$10,477.69	\$16,750.08	\$12,300.00	\$13,200.00	\$11,043.77	\$12,047.75	\$13,718.97	\$2,675.20
6046	CONTRACTED FRINGE BENEFITS REGULAR	\$70,184.91	\$65,000.00	\$75,000.00	\$73,000.00	\$67,418.96	\$73,000.00	\$73,000.00	\$5,581.04
6047	CONTRACTED FRINGE BENEFITS OVERTIME	\$707.42	\$1,000.00	\$1,000.00	\$1,000.00	\$825.37	\$900.00	\$1,000.00	\$474.63
6048	EMPLOYEE BENEFITS - CITY ADMINISTRATION	\$14,753.53	\$14,850.06	\$16,000.00	\$16,000.00	\$13,331.02	\$14,564.75	\$16,000.00	\$2,649.58
6151	PURCHASED POWER	\$30,156.59	\$32,000.00	\$31,000.00	\$22,000.00	\$15,650.13	\$18,000.00	\$20,000.00	\$4,349.87
6202	MATERIALS AND SUPPLY - OFFICE	\$1,250.75	\$2,000.00	\$2,000.00	\$2,500.00	\$1,688.20	\$1,900.00	\$2,000.00	\$31.90
6204	CHEMICALS	\$14,499.27	\$14,000.00	\$14,000.00	\$18,000.00	\$13,807.29	\$15,000.00	\$16,000.00	\$2,392.71
6205	MATERIALS AND SUPPLY - MAINTENANCE	\$15,356.36	\$18,000.00	\$18,000.00	\$18,000.00	\$16,510.91	\$17,000.00	\$17,000.00	\$649.09
6206	MATERIALS AND SUPPLY - OPERATION	\$2,701.89	\$6,500.00	\$5,000.00	\$5,000.00	\$1,647.54	\$1,800.00	\$3,000.00	\$1,352.46
6207	SUPPLIES/CUSTOMER ACCOUNTS	\$13,926.23	\$15,000.00	\$15,000.00	\$15,000.00	\$13,342.02	\$18,100.00	\$8,000.00	\$6,657.98
6208	MAT & SUP ADMIN & GEN	\$432.31	\$2,000.00	\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00
6209	MDOT WATER REPAIRS	\$300.00	\$500.00	\$500.00	\$900.00	\$0.00	\$0.00	\$500.00	\$500.00
6318	CONTRACT SVCIENGINEER	\$60.90	\$7,500.00	\$7,500.00	\$7,500.00	\$1,266.75	\$1,400.00	\$7,500.00	\$6,233.25
6328	CONTRACT SVCIACCOUNTANT	\$12,025.89	\$13,000.00	\$12,000.00	\$12,000.00	\$11,593.41	\$12,700.00	\$13,000.00	\$1,146.59
6351	CONTRACT SVCI WATER TREATMENT	\$2,502.89	\$5,000.00	\$3,000.00	\$4,267.25	\$4,700.00	\$4,700.00	\$5,000.00	\$732.75
6358	CONTRACT SVCI DISTRIBUTION SYS. REPAIRS	\$18,065.56	\$25,000.00	\$25,000.00	\$15,581.97	\$17,200.00	\$17,200.00	\$25,000.00	\$9,318.03
6400	BUILDING MAINTENANCE & REPAIRS	\$0.00	\$6,000.00	\$6,000.00	\$6,000.00	\$4,300.00	\$4,300.00	\$5,000.00	\$2,598.08
6426	RENTAL EQUIPMENT	\$0.00	\$500.00	\$600.00	\$600.00	\$0.00	\$0.00	\$500.00	\$500.00
6506	TRANSPORTATION EXPENSE/VEHICLE MAINT.	\$7,753.26	\$5,500.00	\$5,500.00	\$3,000.00	\$2,442.23	\$2,700.00	\$3,000.00	\$697.80
6508	INSURANCE - RISK POOL	\$3,230.00	\$3,200.00	\$3,200.00	\$3,400.00	\$0.00	\$0.00	\$3,400.00	\$3,400.00
6508	ADVERTISING - GEN ADMIN.	\$62.17	\$70.00	\$700.00	\$700.00	\$1,244.65	\$1,400.00	\$1,000.00	-\$244.65
6751	MISC EXP/STATE TESTING	\$8,013.43	\$7,000.00	\$5,200.00	\$4,000.00	\$2,561.12	\$2,600.00	\$3,500.00	\$608.88
6755	TRAINING	\$415.00	\$1,000.00	\$1,500.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00
6757	HEATING FUEL	\$3,539.85	\$4,500.00	\$4,500.00	\$4,000.00	\$2,189.83	\$2,400.00	\$3,500.00	\$1,000.00
6758	MISC EXPENSE	\$32.53	\$200.00	\$200.00	\$200.00	\$17.99	\$25.00	\$200.00	\$182.01
6765	CONTINGENCY ALLOWANCE - (Improvements)	\$511,875.87	\$5,133.14	\$0.00	\$2,800.00	\$1,180.40	\$1,300.00	\$5,376.66	\$4,196.26
	YTD Total (Actual/Proposed)	\$649,298.00	\$649,298.00	\$657,055.00	\$651,636.00	\$642,612.55	\$675,105.41	\$642,612.55	\$90.00

It was moved by Councilor Nixon, seconded by Councilor Mingo, and unanimously voted to have a free trash disposal day on Saturday, December 30th.

On a motion by Councilor Mingo, and a second by Councilor Nixon, it was unanimously voted to confirm the City Manager's appointment of Andrea Walton as the City's Tax Assessor effective January 1, 2018.

It was moved by Councilor Mingo and seconded by Councilor Nixon, to authorize the Public Works Department to purchase a tire changer. This purchase is not to exceed \$3800.00 and will be charged to unexpended fund balance. All in favor.

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

- Audit to be presented to Council at the end of February, while the auditors are in Calais for the Water Dept Audit.
- Email from Kenneth Hahn, referred to legal
- CDRC Mix & Mingle at Crumbs
- PD Pickup Truck Cruisers
- Maine Townsman Article on Planning/Budgeting/Econ Dev
- Merry Christmas and Happy New Year!

The City Manager asked that Legal Issue be added to the City Council Agenda Executive Session. This was so moved by Councilor Nixon, seconded by Councilor Carr, and unanimously voted

It was then moved by Councilor Nixon, seconded by Councilor Geel, and unanimously voted to retire into Executive Session at 6:20 p.m. for the following:

- A. Union Negotiations
- B. Personnel Issue
- C. Legal Issue

Open session resumed at 6:50 p.m.

There being no further business to come before the City Council at this time, it was moved by Councilor Sherrard, seconded by Councilor Geel, and unanimously voted to adjourn this meeting at 6:50 p.m.

ATTEST: 
Theresa M Porter, City Clerk

Free Trash Day

Appointment of Andrea Walton, Assessor

Tire Changer Purchase

Other items

Add Agenda Item to executive session

Executive Session

Adjourn