

**Calais City Council – Calais High School  
January 14, 2021 - Call to Order – 6:00 pm  
Pledge of Allegiance – Moment of Silence**

**Mayor:** *Billy Howard*

**Councilors:**

*Arthur Mingo  
Marcia Rogers  
Bill Cody  
Michael Sherrard  
Mark Carr  
C. Edward Moreside*

**1. Consent Agenda**

- A. *Previous Minutes (pages 2 - 14)*
- B. *Monthly Departmental Reports (pages 15 - 57)*
- C. *Chase Fund for January - \$200.00*
- D. *Treasurer's Warrants City through January 13, 2021* \$
- E. *Treasurer's Warrants School through January 13, 2021* \$
- F. *Treasurer's Warrant Water through December 31, 2020* \$
- G. *Treasurer's Warrants Water through January 13, 2021* \$
- H. *Perpetual Care Application – Michael Clark*
- I. *Liquor License Renewal – Calais Motor Inn*
- J. *Liquor License Renewal – Karen's Diner & Korner Pub*

**2. Public Hearing**

- A. *\$960,000 CWSRF Bond Ordinance (pages 8 & 9)*
- B. *Snow Removal Ordinance Amendment (page 58)*

**3. Old Business**

- A. *City Manager's Report*
- B. *Committee Reports*
  - 1. *Finance Committee- Sherrard*
  - 2. *Property Committee- Moreside*
  - 3. *Public Safety Committee- Mingo*
  - 4. *Public Works Committee- Carr*
  - 5. *School Liaison Committee- Rogers*
  - 6. *Economic/Community Development Committee- Mingo*

**4. Public Input on Agenda Items**

**5. New Business**

- A. *Acceptance of Cares Act Phase 3 Funds - \$38,308.46*
- B. *Request to Waive Interest on Personal Property and Real Estate Taxes, Due to Pandemic*
- C. *Cancellation of Payment Arrangement – 171 South Street Property*
- D. *Consideration of Purchase of New Hand-held Water Meter Readers (page 59)*
- E. *Request from CDRC – Wicked Winter Fun Day – January 30 (pages 60 & 61)*
- F. *Sewer Abatement Request – 64 Germain Street (pages 62 – 64)*
- G. *2021 Voluntary Road Toll Applications*

**6. Executive Session**

- A. *Personnel Issue – Family Medical Leave*
- B. *Personnel Issue – Police Dept*
- C. *Legal Update – City Solicitor*

CALAIS CITY COUNCIL  
DECEMBER 15, 2020

The regular monthly meeting of the Calais City Council was held this date in the Library at Calais High School at 6:00 p.m.

Present was Mayor Howard Presiding over Councilors Cody, Sherrard, Rogers, Mingo, Moreside and Councilor Carr attended via Zoom.

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

- ~~A. Previous Minutes~~
- B. Monthly Departmental Reports
- C. Chase Fund for December - \$300.00
- D. Treasurer's Warrants City through December 9, 2020  
\$ 339,358.38
- E. Treasurer's Warrants School through December 9, 2020  
\$ 900,312.91
- F. Treasurer's Warrants Water through December 9, 2020  
\$ 39,841.19
- G. Free Trash Disposal Day – December 26 & December 30

It was then moved by Councilor Sherrard, seconded by Councilor Moreside, and unanimously voted to approve the previous minutes with the following amendment:

The City Clerk presented the following bid results for a zero-turn mower for the rec dept:

BIDDER	MODEL	BID AMOUNT
Dorr's Equipment Bangor, ME	Kubota	\$8675.00
Ware's Power Equip. Lincoln, ME	Exmark Z-Turn	\$8399.00
Greenway Equipment Bangor, ME	John Deere	\$8350.00
Tractor Supply Calais, ME	Toro 60" Titan	\$5899.00
Johnson's True Value Calais, ME	Exmark Lazer	\$9624.99

Attendance

Consent Agenda

Previous Minutes vote

Following some discussion on the difference in the models, it was moved by Councilor Rogers, seconded by Councilor Cody, and unanimously voted to award this bid to Dorr's Equipment in the amount of \$8675.00 for a Kubota Z725KH-3-60. These funds will be charged to the Recreation Expense line 0230-6620.

The City Manager then gave his report. He informed the Council that he will be making the following changes at the Library and City Building for the Christmas Holiday and for Covid-19 issues.

- Library Hours for Christmas and New Years closing at 2:00 on Christmas Eve and New Year's Eve and closing on the day after Christmas and New Year's Day, along with the holidays
- City Building will Closing at 12:00 noon on Christmas Eve for the Christmas Holiday Weekend.
- City Building will be closing daily from 12:30 – 1:30, so that all employees can go to lunch at the same time, while there is community spread of Covid-19 Virus.

There were no Council Committee Reports submitted

On a motion by Councilor Moreside and a second by Councilor Cody, it was unanimously voted to authorize the City Treasurer to send a 30-day letter to property owners' of 2018 tax and sewer foreclosures that will be automatically foreclosing on December 28, 2020, enabling them to redeem their property if all tax, Sewer and Water fees are paid in full.

It was moved by Councilor Rogers and seconded by Councilor Sherrard to sign the following resolution authorizing the City Manager to collaborate with the partnering communities in applying for a Working Communities Challenge Grant. Voting in favor of this motion were Councilors Sherrard, Rogers, Mingo, Carr, Moreside and Mayor Howard. Councilor Cody Abstained. Motion carried.

INSERT RESOLUTION

On a motion by Councilor Sherrard and a second by Councilor Mingo, it was unanimously voted to adopt the following 2021 Water Department Budget:

INSERT 2021 WATER DEPARTMENT BUDGET

City Manager Report

30-day Redemption Letter

Working Communities  
Challenge Grant

2021 Water Dept Budget

**NOW THEREFORE**, be it resolved by the Council of the City of Calais that the City Manager is authorized to collaborate with the partnering communities in applying for a Working Communities Challenge Grant and recognizes this commitment.

**DATE ENACTED: December 10, 2020**

**Municipal Seal**

**AUTHORIZED SIGNATURES**

<b>Name: William Howard, Mayor</b>	<b>Date 12/10/2020</b>
<i>William Howard</i>	
<b>Name: William Cody</b>	<b>Date 12/10/2020</b>
<i>William Cody</i>	
<b>Name: Michael Sherrard</b>	<b>Date 12/10/2020</b>
<i>Michael Sherrard</i>	
<b>Name: Marcia Rogers</b>	<b>Date 12/10/2020</b>
<i>Marcia Rogers</i>	
<b>Name: Arthur Mingo</b>	<b>Date 12/10/2020</b>
<i>Arthur Mingo</i>	
<b>Name: Mark Carr</b>	<b>Date 12/10/2020</b>
<i>Mark Carr</i>	
<b>Name: C. Edward Moreside</b>	<b>Date 12/10/2020</b>
<i>C. Edward Moreside</i>	

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TABLE 1 - CALAIS WATER DEPARTMENT - PROPOSED 2021 BUDGET

City Account #	Account Description	Budget 2018	Budget 2019	Budget 2020	Expenditures To-Date	Proposed Budget 2021	Difference between 2020 Budget and 2021 Budget
	<b>PREVIOUS BUDGET</b>	\$642,613.00	\$642,563.00	\$642,558.00	\$0.00	\$0.00	\$0.00
0170	PRINCIPAL - REFINANCE - UNION TRUST (Paid off)	\$0.00	\$0.00	\$0.00	\$0.00	\$4,785.00	\$0.00
0175	PRINCIPAL - DWSRF CLEVELAND ST.	\$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	\$32,660.71	\$32,661.00	\$0.00
0179	PRINCIPAL - DWSRF RESERVOIR/FILTER BACKWASH	\$1,484.00	\$1,484.00	\$1,484.00	\$1,483.34	\$1,484.00	\$0.00
0188	DWSRF - LAFF./PRICE	\$19,484.00	\$19,484.00	\$19,484.00	\$19,483.34	\$19,484.00	\$0.00
0190	DWSRF - MIDLAND/BROOKS/SPRING/GERMAIN	\$12,742.00	\$12,742.00	\$12,742.00	\$12,741.66	\$12,742.00	\$0.00
0192	DWSRF - CLARK/SCHOOL	\$7,299.00	\$7,299.00	\$7,299.00	\$7,446.00	\$7,520.00	\$208.00
0193	16FR PRINCIPAL - UNION STREET WATER	\$20,520.00	\$20,520.00	\$20,933.00	\$21,142.00	\$21,142.00	\$100.00
0194	PRINCIPAL - MANNING STREET - DWPSRF	\$13,900.00	\$9,952.00	\$0.00	\$0.00	\$10,152.00	\$0.00
0195	PRINCIPAL - LONG TERM DEBT - 1ST N - PF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0197	PRINCIPAL - LONG TERM DEBT - SRF REFINANCE	\$81,833.00	\$81,833.00	\$81,833.00	\$81,832.84	\$81,833.00	\$0.00
0199	PRINCIPAL - B.H.B. & TRUST - WATER LINE	\$9,217.00	\$9,474.00	\$9,738.00	\$9,737.21	\$10,004.00	\$266.00
0200	PRINCIPAL - TEMPERANCE WATER - DWPSRF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0201	PRINCIPAL - TEMPERANCE STREET WATER - DWPSRF	\$7,824.00	\$7,824.00	\$7,824.00	\$7,823.72	\$7,824.00	\$0.00
0408	REG ASSESSMENT TAX	\$3,900.00	\$3,900.00	\$4,500.00	\$3,015.00	\$4,500.00	\$0.00
0410	DUES	\$1,200.00	\$2,600.00	\$2,600.00	\$1,547.00	\$2,600.00	\$0.00
0421	ADMIN - DWSRF CLEVELAND STREET	\$240.00	\$240.00	\$240.00	\$239.26	\$240.00	\$0.00
0425	ADMIN FEE - DWSRF FILTER BACKWASH	\$75.00	\$75.00	\$75.00	\$74.16	\$75.00	\$98.00
0426	INTEREST/FEE - MANNING STREET DWPSRF	\$0.00	\$3,330.00	\$3,230.00	\$9,463.31	\$3,329.00	\$0.00
0435	INTEREST - 1ST NAT'L P	\$247.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$266.00
0439	INTEREST - B.H.B. & TRUST - Water Line	\$2,590.00	\$2,331.00	\$2,067.00	\$2,066.64	\$1,801.00	\$0.00
0440	DWSRF 2009F ADMINISTRATION FEE	\$975.00	\$975.00	\$975.00	\$974.16	\$975.00	\$0.00
0442	DWSRF 2012 ADMINISTRATION FEE	\$2,166.00	\$2,082.32	\$2,009.00	\$2,008.58	\$1,935.00	-\$74.00
0444	INTEREST - CLARK/SCHOOL DWPSRF	\$2,095.00	\$0.00	\$0.00	\$0.00	\$1,252.00	-\$79.00
0445	INTEREST FEE - TEMPERANCE DWPSRF	\$1,487.00	\$1,410.00	\$1,331.00	\$665.02	\$1,252.00	-\$209.00
0446	INTEREST/FEE - UNION STREET DWPSRF	\$4,275.00	\$4,066.00	\$3,858.00	\$3,858.00	\$3,649.00	\$0.00
0447	DWSRF 2015 - Temperance Administration Fee	\$433.00	\$433.00	\$427.00	\$424.44	\$427.00	\$0.00
0448	DWSRF 2016 - Union Administration Fee	\$1,028.00	\$1,240.00	\$1,240.00	\$1,239.55	\$1,240.00	\$0.00
5110	REGULAR WAGES	\$135,000.00	\$135,000.00	\$135,000.00	\$104,804.00	\$135,000.00	\$0.00
5115	OVERTIME WAGES	\$3,500.00	\$3,500.00	\$3,500.00	\$3,415.59	\$3,500.00	\$0.00
5120	PAYROLL - ON CALL STIPEND	\$2,600.00	\$2,600.00	\$2,600.00	\$1,600.00	\$2,600.00	\$0.00
6017	SHARE-CLERICAL WAGES - 33%	\$11,238.00	\$11,634.82	\$11,987.00	\$8,992.94	\$12,108.10	\$121.10
6018	SHARE-MANAGER WAGES - 15%	\$9,630.00	\$8,249.98	\$8,963.00	\$6,723.31	\$9,051.12	\$88.12
6019	SHARE-FIN DIR WAGES - 25%	\$13,719.00	\$14,203.10	\$14,633.00	\$10,977.19	\$14,778.40	\$145.40
6046	CONTRACTED FRINGE BENEFITS REGULAR	\$73,000.00	\$800.00	\$800.00	\$58,690.22	\$75,000.00	\$0.00
6047	CONTRACTED FRINGE BENEFITS OVERTIME	\$1,000.00	\$800.00	\$800.00	\$378.77	\$800.00	\$0.00
6048	EMPLOYEE BENEFITS - CITY ADMINISTRATION	\$16,000.00	\$14,775.14	\$15,441.00	\$11,103.05	\$15,552.75	\$9,000.00
6151	PURCHASED POWER	\$20,000.00	\$18,000.00	\$18,000.00	\$23,422.01	\$27,000.00	-\$400.00
6202	MATERIALS AND SUPPLY - OFFICE	\$2,000.00	\$1,800.00	\$1,800.00	\$1,270.77	\$1,400.00	-\$1,000.00
6205	MATERIALS AND SUPPLY - MAINTENANCE	\$6,000.00	\$19,000.00	\$19,000.00	\$13,083.33	\$18,000.00	\$500.00
6206	MATERIALS AND SUPPLY - OPERATION	\$3,000.00	\$14,900.00	\$11,500.00	\$7,772.44	\$12,000.00	\$2,000.00
6207	SUPPLIES/CUSTOMER ACCOUNTS	\$8,000.00	\$7,500.00	\$8,000.00	\$4,185.09	\$4,500.00	-\$500.00
6208	MAT & SUP ADMIN & GEN	\$1,000.00	\$500.00	\$500.00	\$395.33	\$500.00	\$0.00
6209	MDOT WATER REPAIRS	\$500.00	\$500.00	\$400.00	\$150.00	\$400.00	\$0.00
6318	CONTRACT SVC/ENGINEER	\$7,500.00	\$7,500.00	\$7,500.00	\$1,121.68	\$7,500.00	\$0.00
6328	CONTRACT SVC/ACCOUNTANT	\$13,000.00	\$11,900.00	\$14,000.00	\$11,629.61	\$12,175.00	-\$1,825.00
6351	CONTRACT SVC/WATER TREATMENT/WELLS	\$5,000.00	\$25,000.00	\$25,000.00	\$18,271.60	\$11,000.00	-\$14,000.00
6358	CONTRACT SVC/DISTRIBUTION SYS. REPAIRS	\$25,000.00	\$19,000.00	\$16,000.00	\$45,258.76	\$25,000.00	\$9,000.00
6400	BUILDING MAINTENANCE & REPAIRS	\$5,000.00	\$1,000.00	\$2,000.00	\$12.24	\$1,000.00	-\$1,000.00
6426	RENTAL EQUIPMENT	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6506	TRANSPORTATION EXPENSE/VEHICLE MAINT.	\$3,000.00	\$3,000.00	\$4,000.00	\$2,702.06	\$3,000.00	-\$1,000.00
6598	INSURANCE - RISK POOL	\$3,400.00	\$3,400.00	\$3,400.00	\$3,400.00	\$3,400.00	\$0.00
6608	ADVERTISING - GEN ADMIN.	\$700.00	\$700.00	\$1,000.00	\$529.20	\$700.00	-\$300.00
6751	MISC EXP/STATE TESTING	\$4,000.00	\$4,000.00	\$4,000.00	\$1,865.40	\$3,500.00	-\$500.00
6755	TRAINING	\$1,000.00	\$800.00	\$800.00	\$255.00	\$800.00	\$0.00
6757	HEATING FUEL	\$3,500.00	\$3,500.00	\$3,500.00	\$2,800.26	\$3,500.00	\$0.00
6758	MISC EXPENSE	\$200.00	\$200.00	\$200.00	\$0.00	\$200.00	\$0.00
6765	CONTINGENCY ALLOWANCE - (Improvements)	\$5,376.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,376.00
	<b>YTD Total (Actual/Proposed)</b>	<b>\$642,613.00</b>	<b>\$642,563.36</b>	<b>\$642,558.00</b>	<b>\$570,343.47</b>	<b>\$643,119.37</b>	<b>\$561.37</b>

On a motion by Councilor Moreside and a second by Councilor Mingo, it was unanimously voted to adopt authorization for temporary borrowing and schedule a Public Hearing on January 14, 2021 at 6:00 p.m., on the ordinance authorizing long-term borrowing for the 2020 CWSRF Bond Anticipation Note and General Obligation Bond Amount: \$960,000.

CWSRF \$960,000 General  
Obligation Bond

INSERT RESOLUTION AND PROPOSED ORDINANCE

The next agenda item was a request from the Finance Department to explore credit card options for City Building transactions. There was no need for a motion currently.

Credit Card Options

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

Other Items

- Milltown Parks looking nice
- Nice to see several old homes being refurbished.
- Merry Christmas

On a motion by Councilor Rogers and a second by Councilor Mingo, it was unanimously voted to retire into Executive Session at 6:20 p.m. for Personnel Issue and Legal Update from the City Solicitor.

Executive Session

Open session resumed at 7:00 p.m.

On a motion by Councilor Moreside and a second by Councilor Cody, it was unanimously voted to accept the following Earned Paid Leave Policy as presented.

Earned Paid Leave Policy

INSERT EARNED PAID LEAVE POLICY

On a motion by Councilor Cody and a second by Councilor Mingo, it was unanimously voted to accept Vacation Policy as amended:

Vacation Policy

INSERT VACATION POLICY

There being no further business to come before the City Council at this time, it was moved by Councilor Rogers, seconded by Councilor Sherrard, and unanimously voted to adjourn this meeting at 7:02 p.m.

Adjourn

ATTEST: 

Theresa M Porter, City Clerk

RESOLUTION AUTHORIZING ISSUANCE OF \$960,000 2020 BOND ANTICIPATION NOTE

RESOLVED, the City of Calais is hereby authorized to borrow from the Maine Municipal Bond Bank a principal amount not to exceed Nine Hundred Sixty Thousand Dollars (\$960,000), and in evidence thereof, to execute and deliver its 2020 Clean Water State Revolving Fund Bond Anticipation Note (the "Note"), repayable by its terms not more than a year after the date of its issuance, to the Maine Municipal Bond Bank, and further resolved that the Note shall be executed and delivered on behalf of the City by the City Treasurer and countersigned by a majority at least of the City Council, and that the City Finance Director, the City Manager, the City Clerk, the City Mayor, the members of the City Council, and each of them individually, are hereby authorized to execute such certificates, loan agreements and other documents and do all things necessary or convenient to issue the Note.

**CITY OF CALAIS, MAINE – ORDINANCE  
AUTHORIZATION OF A MAIN STREET SEWER SYSTEM IMPROVEMENT  
PROJECT AND THE ISSUANCE OF A GENERAL OBLIGATION BOND  
OF THE CITY (\$960,000)**

The City of Calais (the “City”) hereby ordains as follows:

Section 1. That under the constitution and laws of the State of Maine and pursuant to Section 5772 of Title 30-A, M.R.S.A., the Charter of the City and other applicable authority, the City is hereby authorized to borrow from the Maine Municipal Bond Bank (the “Bank”) a cumulative principal amount not to exceed Nine Hundred Sixty Thousand Dollars (\$960,000), for a period not to exceed thirty (30) years, at such interest rate or rates and on such further terms and conditions as may be determined by the Bank, with principal and interest to be payable at least annually, the proceeds to be used substantially to finance sewer system improvement projects in the City including but not limited to repairs and upgrades to the sewer system along Main Street (the “Project”), and the obligations of the City with respect to such borrowing will be evidenced by a General Obligation Bond of the City to be executed and delivered on behalf of the City by the City Finance Director and to be countersigned by a majority at least of the City Council in a cumulative principal amount not to exceed \$960,000 (the “Bond”). Notwithstanding anything in this ordinance to the contrary, it is hereby noted that upon issuance of the Bond, the Bank has agreed to forgive a cumulative principal amount of up to \$726,624, such that after issuance of the Bond, the total principal amount required to be repaid by the City over the term of the Bonds will be approximately \$233,376.

Section 3. That the City Finance Director, the City Manager, the City Clerk and the Mayor, and each of them individually, are hereby authorized to execute such certificates, loan agreements and other documents and do all things necessary or convenient to issue the Bond.

Section 4. That the term of the Bond shall not exceed the estimated period of utility of the Project, which is hereby estimated to be not less than 30 years, and further that sufficient taxes shall be levied by the City each year that the Bond is outstanding to pay all principal and interest due and payable in that year pursuant to such Bond as are then outstanding, and that such amount of principal and interest shall be included in the tax levy of the City for each year until the Bond has been paid in full.

Section 5. That the City Clerk shall distribute a copy of this Ordinance to each Council member and to the City Manager, and shall file a reasonable number of copies of this Ordinance at City Hall and such other places as may be directed by the City Manager.

Section 6. That a public hearing shall be held at 6:00 p.m. in the City Council Chambers of the City Building in Calais, Maine on January 14, 2021, for the purpose of taking testimony and comments from the public with respect to the proposed issuance of the Bond, and that notice of the public hearing be given by the City Clerk by publishing a summary of this ordinance in the Calais Advertiser on or about December 21, 2020, together with a notice setting forth the time and place for the public hearing, and for consideration of the proposed ordinance



by the City Council at the meeting to be held on January 10, 2021, immediately following the public hearing. Notwithstanding anything in this Ordinance to the contrary, the hearing and the meeting may be conducted via electronic means if doing so (a) is consistent with the public health measures taken by the City in connection with the COVID-19 pandemic and (b) members of the public are notified of the method of participation and are able to observe and participate in the hearing and meeting remotely.

Section 7. That all actions taken to date by the municipal officers of the City related to the sale of the Bond and of a temporary Bond Anticipation Note in connection therewith hereby are ratified, approved and confirmed.

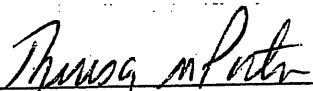
Section 8. That the law firm of Eaton Peabody is hereby designated as Bond Counsel for the City to advise the City with respect to the issuance and sale of the Bond, and to prepare documents and render opinions as may be necessary or convenient for that purpose.

Section 9. That the municipal officers and officials of the City are hereby authorized to execute any and all documents and certificates, and to take all actions, including affixing the seal of the City, as may be necessary or convenient to carry out the intent of this Ordinance, and further that if any member of the City Council or officer of the City who has signed or sealed the Bond or any certificate delivered in connection therewith shall cease to be such officer or official before the Bond has been authenticated or delivered by the City, such Bond nonetheless may be authenticated, issued and delivered with the same force and effect as though the person or persons who signed or sealed such Bond had not ceased to be such officer or official; and any such Bond may be signed and sealed on behalf of the City by those persons who, at the actual date of the execution of such Bond shall be the proper officers and officials of the City, although at the nominal date of such Bond such person or persons shall not be such officer or official.

Section 10. That as soon as practicable after adoption of this ordinance, the City Clerk shall publish a summary of this ordinance in the Calais Advertiser together with a notice of its adoption.

I certify that I am the duly qualified City Clerk of the City of Calais, Maine and that the foregoing ordinance was introduced at the regularly scheduled meeting of the City Council on December 10, 2020, and was adopted by the City Councilors of the City of Calais at the meeting of the City Council on January 14, 2021, duly called and legally held in accordance with the laws of Maine and the City Charter, that the meeting was open to the public and that adequate and proper notice thereof was given in accordance with the laws of Maine and the City Charter, and that such ordinance has been entered into and become a part of the permanent records of the City and remains in full force and effect and has not been rescinded or amended.

CITY OF CALAIS, MAINE

By:   
Theresa Porter  
City Clerk

(SEAL)

Dated at Calais, Maine  
January 14, 2021

## Frequently Asked Questions – Maine Earned Paid Leave (MEPL)

- 
- **What is Maine Earned Paid Leave?**
    - Earned Paid Leave is a new State law that establishes a paid time off bank for eligible employees.
  
  - **Am I an eligible employee?**
    - Generally, if you are covered by Maine Unemployment, then you are eligible for MEPL. Most employees for the City are covered by Maine Unemployment. Employees *not* covered by Maine Unemployment are:
      - Call Firefighters
      - Summer Rec Program employees working June 15<sup>th</sup> through September 15<sup>th</sup>
  
  - **When will I start earning time off under MEPL?**
    - All existing eligible employees will begin earning paid leave on January 1, 2021.
    - All employees hired after January 1, 2021 will begin accruing time on the day that they start work.

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  - **How do I earn MEPL and is there a limit on much I can earn?**
    - Beginning January 1, 2021, an eligible employee will earn one (1) hour of MEPL for every forty (40) hours worked.
    - Eligible employees can accrue a maximum of forty (40) hours of MEPL in one calendar year.
  
  - **So, if I work 20 hours each week, will I earn a half-hour of leave each week?**
    - No. MEPL will accrue only in one (1) hour increments for each forty (40) hours worked. Smaller increments will not be tracked.
  
  - **If I earn the maximum of forty (40) hours of MEPL, then use some of it, can I accrue more?**
    - No. The law states that employees can only earn a maximum of forty (40) hours in one year. The City's Earned Paid Leave Policy defines a "year" as a calendar year.
  
  - **What can I use my time off for?**
    - MEPL may be used for any reason. This includes scheduled time off, emergencies or sudden necessities.
  
  - **Can I use my time off right away?**
    - Although eligible employees begin earning MEPL right away, an employee must be employed a minimum of 120 calendar days before MEPL is permitted to be used.
      - Employees who began work at least 120 days prior to January 1, 2021 may begin using paid leave as soon as it is earned.

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  - **How do I use my accrued time off?**
    - If you know that you will need time off, please notify the Department Head at least two (2) weeks in advance to avoid scheduling conflicts.
    - If you need time off due to an emergency or sudden necessity, please notify the Department Head as soon as you know that you will need leave.
-

- **Can my leave request be denied?**
  - Department Heads will make every reasonable effort to accommodate leave requests, however, leave may be denied if the request puts an undue hardship on the Department.
  - Leave may also be denied based on the number of leave requests submitted, in which case, leave will be granted based on seniority.
  
- **Why was my leave bank charged for 1 hour when I only needed 15 minutes due to an appointment?**
  - The Earned Paid Leave Policy approved by the City Council states that Earned Paid Leave must be used in increments of at least one (1) hour.
  
- **It's the end of the calendar year and I have some hours left in my MEPL bank. Do I lose those hours?**
  - No. Unused hours will be carried over into the next calendar year. However, those carryover hours count towards the amount of leave that an employee can accrue in the following year.
    - Maine Department of Labor Example: An employee rolls over 8 hours of unused accrued Earned Paid leave from the previous year. In the present year, the employee is only entitled to accrue up to 32 additional hours of Earned Paid Leave, regardless of how much leave the employee uses in the current year.
  
- **Will I be paid out for unused MEPL if my employment with the City ends?**
  - No. Per the Earned Paid Leave Policy, any accrued MEPL hours will not be paid out upon separation from employment, even if the separation is voluntary.
  
- **I already receive time off benefits as a full-time employee. Do I get an extra week of vacation?**
  - No. Employers are under no obligation to increase their existing time off benefits if those benefits meet or exceed the minimum requirements under the law.
  - Full-time employees currently receive benefits that exceed the minimum standards. The Vacation policy has been amended to ensure full compliance with the law.
  
- **How does it affect me if I'm covered by a Collective Bargaining Agreement (Union Member)?**
  - The Department of Labor states that Collective Bargaining Agreements (CBAs) in place on January 1, 2021 will supersede the law until the CBA expires. After January 1, 2021, all new and renegotiated contracts must include at least the minimum requirements of MEPL as a benefit. All CBAs for the units in the City expire on June 30, 2021.
  
- **Where can I find out more information or see the law?**
  - You can visit [https://www.maine.gov/labor/labor\\_laws/earnedpaidleave/](https://www.maine.gov/labor/labor_laws/earnedpaidleave/) for the law and additional Frequently Asked Questions.

## **Maine Earned Paid Leave (adopted 12/15/2020)**

Beginning on January 1, 2021, all employees will be eligible under Maine law for Maine Earned Paid Leave ("MEPL"). MEPL allows certain employees, including part-time and full-time employees to take up to forty (40) hours of paid leave per year for any reason.

All full-time employees currently receive a benefit greater than that required by the law. Employees receiving a vacation benefit should refer to Article 14 of the Personnel Policy regarding the use of vacation. This policy applies to only those employees who do not currently receive a vacation benefit.

### **Accrual**

MEPL accrues at a rate of one (1) hour earned, for every forty (40) hours worked, up to a maximum total of forty (40) hours per calendar year, at which point MEPL stops accruing. Employees begin accruing MEPL immediately upon hiring, but are eligible to use MEPL only after 120 days of employment. Employees do not accrue MEPL during paid vacation, sick, or holiday time.

### **Use of MEPL**

Use of MEPL must be approved and closely coordinated with the Dept Head based on the work needs of the department. Employees should notify their Dept Head of intended MEPL days at least two (2) weeks in advance, absent sudden illness or emergency, and then notice shall be given as soon as practicable after the need for leave is known. Reasonable efforts will be made to accommodate leave on a first-come first-served basis, and will consider all relevant factors including the needs of the department, the reason for the leave, and, where applicable, seniority of the requesting employee(s). MEPL must be used in increments of at least one (1) hour.

### **Carryover and Payout upon Termination of Employment**

Employees who have unused accrued MEPL will be eligible to carry over up to a maximum of forty (40) hours of MEPL into the following year, however, employees are permitted to use a maximum of forty (40) hours of MEPL during any one calendar year.

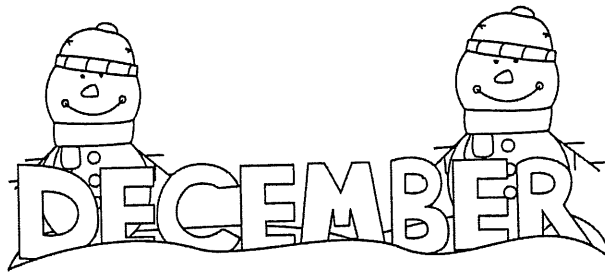
Any unused, accrued MEPL is not eligible for payout upon separation of employment. Any employee returning to employment within one (1) year of separation will be able to utilize their previously unused MEPL, without the 120-day waiting period.

# Vacation Policy (from Personnel Policy)

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## Article Fourteen: Vacations

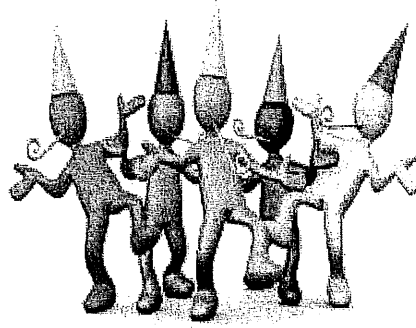
- 14.1 All employees who have more than four (4) months of consecutive full-time employment shall be entitled to a vacation of one (1) week. All eligible employees who have completed one (1) year of consecutive full-time employment shall be entitled to two (2) weeks of vacation. All eligible employees who have completed five (5) years of consecutive full-time employment shall be entitled to three (3) weeks of vacation. All eligible employees who have completed twelve (12) years of consecutive full-time employment shall be entitled to four (4) weeks of vacation. All eligible employees who have completed twenty (20) years of consecutive full-time employment shall be entitled to five (5) weeks of vacation. Vacations shall accrue on an anniversary basis.
- 14.2 Vacations shall be scheduled by the Department Head, or designee, so as not to interfere with the work of the Department. In any event, requests for vacation time off shall require submission of a written request to the Department Head at least ten (10) days before commencement of the period to be taken. This ten-day notice provision may be waived by the Department Head.
- 14.2.1 (NEW) In compliance with the Maine Earned Paid Leave (26 MRS §637), effective January 1, 2021, a maximum of 40 vacation hours per year shall be available for use as time off for any purpose, including emergency, illness or other sudden necessity. Absent an emergency, illness or other sudden necessity, requests for time off must follow Section 14.2 above. If time off is needed for an emergency, illness or other sudden necessity, notice must be given as soon as the need for leave is known: (Added December 15, 2020)
- 14.3 In case of conflict, vacations shall be granted by order of seniority. Vacations shall be taken during the current vacation year. Vacations shall be accounted for on an anniversary basis. All vacation credits not used on or before the employee's anniversary date of the current vacation year shall be lost without compensation, except that the City Manager may allow one (1) week carry over per year of vacation.
- 14.4 The City Manager, Clerk, Community Development Director, Assessor, Finance Director, Superintendent of Public Works, Police Chief, Fire Chief, Librarian and Director of Parks & Recreation will receive one extra week of vacation per year. [Paragraph amended on May 22, 1997 to reflect restructuring of financial positions into a Finance Department].
- 14.5 An employee, upon resigning, is entitled to the proportionate amount of annual vacation time due him according to the regular vacation schedule, subject to provisions of Article Twenty-Two.
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## FINANCIAL SUMMARY DECEMBER 2020

Here are this month's items of note/interest:

- Percentage through FY21: December = 50%
- Percentage through 2020: December = 100% (Water Dept)
- The City has contributed 50% of the budgeted local share to the school.
- Approximate (unreconciled) bank account balances as of the end of the month:
  - General Fund: \$ 685,559.10
  - Sewer Dept: \$ 10,592.57
  - Amb Dept: \$ 2,018.51
  - Water Dept: \$ 31,357.92
  - Line of Credit: \$ 0.00 (\$800,000 available to be drawn)
- Amounts Owed to General Fund from Other Depts:
  - NWSARAS: \$ 44,981.85 (November = \$ 56,110.31)
  - Sewer Dept: \$ 2,243,039.86 (November = \$2,207,693.84)
  - Ambulance: \$ 580,786.99 (November = \$ 670,621.98)
  - Water Dept: \$ 161,763.09 (November = \$ 208,399.83)
- FY21 Budget Notes:
  - Unleaded gasoline was budgeted for \$2.00/gallon. In December, we paid \$1.562/gallon.
  - Diesel fuel was budgeted for \$2.30/gallon. In December, we paid \$1.975/gallon.
- The revenues for Water, Sewer, NWSARAS and the Ambulance will primarily reflect billings and not cash received. Occasionally, revenues for NWSARAS and the Ambulance will be one month behind due to the timing of when we receive the revenue billing reports.
  - December revenues for NWSARAS and Calais Fire-EMS have been booked as of 1/11/2021.
- City Loan Program:
  - 5 out of 12 active loans had payments made during December.
- Audit fieldwork continues to be performed remotely. The current delay is due to reporting issues with TRIO (our software program). TRIO Support Services have been working on the issue since early October, but it remains unresolved as of Monday the 11<sup>th</sup>.



## HAPPY ANNIVERSARY!

This City could not operate without it's loyal and dedicated employees. In an effort to recognize their service, below are the employees that have anniversaries during the month of January.

### January

John "Jack" Lawless, Transfer Station – 10 years

Roliza Dewitt, Police – 7 years

Travis Pelletier, Rec/Public Works – 1 year

James "Jamie" Barnard, Police – 1 year



# Revenue Summary Report

Department(s): 0100 - 0670

December

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
<b>0100 - CITY</b>	<b>1,399,041.88</b>	<b>188,745.02</b>	<b>3,602,917.00</b>	<b>-2,426,305.13</b>	<b>273.47</b>
0220 - 2020 TAXES	0.00	56,154.98	2,848,470.37	-2,848,470.37	----
0297 - BETE REIMBURSEMENT	0.00	15,593.00	15,593.00	-15,593.00	----
0300 - HOMESTEAD REIMBURSEMENT	0.00	0.00	222,482.00	-222,482.00	----
0301 - ADMINISTRATION	15,000.00	1,257.60	5,971.95	9,028.05	39.81
0314 - INTEREST COLLECTED	42,000.00	17,123.36	34,914.92	7,085.08	83.13
0315 - INTEREST EARNED	3,500.00	224.59	1,604.13	1,895.87	45.83
0316 - MISC REVENUE	200.00	0.00	0.00	200.00	0.00
0317 - SALE OF CITY PROPERTY	1,000.00	0.00	0.00	1,000.00	0.00
0318 - EXCISE TAX	665,000.00	42,562.44	322,590.97	342,409.03	48.51
0323 - TREE GROWTH	25,000.00	0.00	27,880.01	-2,880.01	111.52
0324 - WATER DEPT REIMBURSEMENT	52,000.00	8,823.53	25,650.78	26,349.22	49.33
0329 - LOAN ADMINISTRATION	7,500.00	0.00	0.00	7,500.00	0.00
0330 - BOAT EXCISE	3,000.00	3.00	478.80	2,521.20	15.96
0335 - CODE ENFORCEMENT REVENUE	3,500.00	356.25	2,286.25	1,213.75	65.32
0369 - EMS ADMINISTRATION REVENUE	69,240.00	6,090.42	34,609.24	34,630.76	49.98
0390 - MOTOR VEHICLE AGENT FEES	6,200.00	329.00	3,024.00	3,176.00	48.77
3540 - STATE REVENUE SHARING	330,761.00	40,226.95	255,180.59	75,580.41	77.15
3555 - PAYMENTS IN LIEU OF TAXES	28,000.00	0.00	25,180.00	2,820.00	89.93
3955 - USE OF FUND BALANCE	147,140.88	0.00	0.00	147,140.88	0.00
<b>0130 - CITY CLERK</b>	<b>8,358.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8,358.00</b>	<b>0.00</b>
0319 - GENERAL ASSIST REIMBURSE	8,358.00	0.00	0.00	8,358.00	0.00
<b>0187 - CITY BLDG GENERAL ADMIN &amp;</b>	<b>3,062.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,062.00</b>	<b>0.00</b>
0302 - CITY BLDG RENTALS	3,062.00	0.00	0.00	3,062.00	0.00
<b>0220 - LIBRARY</b>	<b>9,500.00</b>	<b>323.40</b>	<b>1,639.00</b>	<b>7,861.00</b>	<b>17.25</b>
0360 - LIBRARY-TRUST FUNDS	4,000.00	0.00	0.00	4,000.00	0.00
0363 - LIBRARY FINES/DONATIONS/F	3,000.00	218.40	779.00	2,221.00	25.97
0365 - LIBRARY NON RESIDENT FEES	2,500.00	105.00	860.00	1,640.00	34.40
<b>0230 - RECREATION</b>	<b>92,000.00</b>	<b>0.00</b>	<b>24,359.37</b>	<b>67,640.63</b>	<b>25.91</b>
0302 - RECREATION LAND LEASE	6,000.00	0.00	3,000.00	3,000.00	50.00
0321 - RECREATION PROGRAM INCOME	88,000.00	0.00	21,359.37	66,640.63	24.27
<b>0240 - SUBSIDIES &amp; DONATIONS</b>	<b>1,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>0.00</b>
0322 - SNOWMOBILE REIMBURSEMENT	1,000.00	0.00	0.00	1,000.00	0.00
<b>0310 - POLICE</b>	<b>1,150.00</b>	<b>20.00</b>	<b>240.00</b>	<b>910.00</b>	<b>20.88</b>
0307 - POLICE-ACCIDENT REPORTS	400.00	20.00	150.00	250.00	37.50
0309 - POLICE-MISCELLANEOUS	750.00	0.00	90.00	660.00	12.00
<b>0320 - FIRE</b>	<b>0.00</b>	<b>0.00</b>	<b>10.00</b>	<b>-10.00</b>	<b>----</b>
0368 - FIRE REVENUE	0.00	0.00	10.00	-10.00	----
<b>0410 - PUBLIC WORKS</b>	<b>7,700.00</b>	<b>391.67</b>	<b>5,085.11</b>	<b>2,614.89</b>	<b>66.04</b>
0310 - PUBLIC WORKS	3,000.00	0.00	2,735.09	264.91	91.17
0325 - PW MECHANIC AMBULANCE	4,700.00	391.67	2,350.02	2,349.98	50.00
<b>0470 - TRANSFER STATION</b>	<b>41,000.00</b>	<b>4,079.50</b>	<b>23,663.25</b>	<b>17,336.75</b>	<b>57.22</b>
0353 - PAY BY THE BAG	35,000.00	2,479.50	18,537.00	16,463.00	52.96
0354 - SALE OF RECYCLABLE GOODS	2,500.00	1,431.80	3,007.25	-507.25	120.29
0355 - LANDFILL FEES	3,500.00	139.00	2,119.00	1,381.00	60.54
<b>0480 - CEMETERY</b>	<b>12,000.00</b>	<b>950.00</b>	<b>5,150.00</b>	<b>6,850.00</b>	<b>42.92</b>
0312 - CEMETERY	5,000.00	950.00	5,150.00	-150.00	103.00

# Revenue Summary Report

Department(s): 0100 - 0670  
December

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
<b>0430 - CEMETERY CONT'D.</b>					
0313 - PERPETUAL CARE	4,000.00	0.00	0.00	4,000.00	0.00
0380 - WASHINGTON CTY CREMATORY	3,000.00	0.00	0.00	3,000.00	0.00
<b>0650 - CAPITAL PROJECTS</b>	<b>40,000.00</b>	<b>38,300.00</b>	<b>38,300.00</b>	<b>1,700.00</b>	<b>95.75</b>
0326 - STATE HIGHWAY GRANT	40,000.00	38,300.00	38,300.00	1,700.00	95.75
<b>Final Totals</b>	<b>666,801.88</b>	<b>230,780.49</b>	<b>3,924,363.74</b>	<b>2,307,550.86</b>	<b>74.272</b>

# Revenue Summary Report

Department(s): 6000 - 8000

December

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
<b>6000 - NUNSWAN AMBULANCE</b>	<b>239,450.00</b>	<b>10,687.71</b>	<b>94,491.49</b>	<b>144,968.51</b>	<b>39.46</b>
8505 - MAINECARE REVENUE	57,290.00	3,331.20	24,875.00	32,415.00	43.42
8515 - MEDICARE REVENUE	147,661.00	4,611.40	48,757.80	98,903.20	33.02
8525 - SELF-PAY REVENUE	21,083.00	55.52	10,957.88	10,125.12	51.97
8530 - COMMERCIAL INSURANCE REVENUE	10,176.00	2,673.80	9,821.80	354.20	96.52
8550 - INTEREST INCOME	250.00	15.79	79.01	170.99	31.60
9999 - TRANSFER IN	3,000.00	0.00	0.00	3,000.00	0.00
<b>7000 - WASTEWATER TREATMENT PLANT</b>	<b>920,000.00</b>	<b>226,582.95</b>	<b>875,988.73</b>	<b>45,011.27</b>	<b>95.32</b>
7640 - WWTP RESIDENTIAL REVENUE	627,000.00	146,793.96	309,749.58	317,250.42	49.40
7641 - WWTP COMMERCIAL REVENUE	230,000.00	47,332.80	103,550.88	126,449.12	45.02
7642 - WWTP GOVERNMENTAL REVENUE	18,000.00	2,605.38	5,511.78	12,488.22	30.62
7700 - WWTP GRANT REVENUE	0.00	32,584.80	432,088.59	-432,088.59	----
7710 - WWTP INTEREST INCOME	15,000.00	3,303.88	7,494.15	7,505.85	49.96
7730 - WWTP MISCELLANEOUS INCOME	18,000.00	1,833.06	11,924.31	6,075.69	66.25
7740 - WWTP LIEN COSTS REVENUE	12,000.00	2,129.10	6,668.94	5,331.06	55.57
<b>8000 - AMBULANCE</b>	<b>1,324,936.00</b>	<b>98,774.11</b>	<b>525,353.50</b>	<b>819,582.50</b>	<b>39.06</b>
8505 - MAINECARE REVENUE	245,000.00	21,913.00	106,122.00	138,878.00	43.32
8515 - MEDICARE REVENUE	550,000.00	35,937.40	212,069.80	337,930.20	38.56
8525 - SELF-PAY REVENUE	160,000.00	4,135.05	39,245.46	120,754.54	24.53
8530 - COMMERCIAL INSURANCE REVENUE	359,500.00	31,181.77	154,507.25	204,992.75	42.98
8540 - MISCELLANEOUS INCOME	200.00	0.00	10.00	190.00	5.00
8545 - DANFORTH STIPEND INCOME	13,500.00	0.00	3,375.00	10,125.00	25.00
8550 - INTEREST INCOME	800.00	81.64	440.91	359.09	55.11
8575 - BARING STIPEND INCOME	2,078.00	0.00	2,078.00	0.00	100.00
8580 - INDIAN TOWNSHIP ALS INCOME	1,050.00	0.00	350.00	700.00	33.33
8585 - TOPSFIELD STIPEND INCOME	1,864.00	0.00	1,864.00	0.00	100.00
8590 - VANCEBORO STIPEND INCOME	1,641.00	0.00	1,641.00	0.00	100.00
8596 - ROBBINSTON STIPEND INCOME	6,303.00	525.25	3,650.08	2,652.92	57.91
9999 - TRANSFER IN	3,000.00	0.00	0.00	3,000.00	0.00
<b>Total Totals</b>	<b>2,504,396.00</b>	<b>341,044.90</b>	<b>1,456,833.72</b>	<b>1,007,562.78</b>	<b>59.77</b>

# Revenue Summary Report

Department(s): ALL  
December

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
<b>1998 - WATER DEPARTMENT</b>	<b>626,937.00</b>	<b>145,232.60</b>	<b>628,397.38</b>	<b>-1,460.58</b>	<b>100.23</b>
6080 - INTEREST EARNED	1,100.00	41.13	711.63	388.37	64.69
6090 - MISCELLANEOUS REVENUE	100.00	198.15	1,119.40	-1,019.40	999.99
6095 - COLLECTIONS REVENUE	0.00	0.00	87.98	-87.98	---
6200 - COMMERCIAL REVENUE	89,500.00	20,088.26	85,782.73	3,717.27	95.85
6300 - RESIDENTIAL REVENUE	277,000.00	66,560.91	276,545.78	454.22	99.84
6400 - HYDRANTS	206,737.00	51,684.25	206,737.00	0.00	100.00
6600 - GOVERNMENTAL	24,000.00	6,659.90	28,606.94	-4,606.94	119.20
6700 - PUBLIC FIRE	28,500.00	0.00	28,806.12	-306.12	101.07
7825 - WRITE OFFS	0.00	0.00	0.00	0.00	---
7826 - SMALL CLAIMS WRITE OFFS	0.00	0.00	0.00	0.00	---
8000 - GRANT REVENUE	0.00	0.00	0.00	0.00	---
<b>Total</b>	<b>626,937.00</b>	<b>145,232.60</b>	<b>628,397.38</b>	<b>-1,460.58</b>	<b>100.23</b>

**Expense Summary Report**  
ALL Departments  
December

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
<b>0010 - COUNCIL</b>	<b>15,250.00</b>	<b>2,260.65</b>	<b>3,620.25</b>	<b>6,520.75</b>	<b>57.06</b>
5200 - FICA/UC/WC	735.00	160.65	344.25	390.75	46.84
5210 - DUES/SUBSCR	4,896.00	0.00	3,846.00	1,050.00	78.55
6460 - COUNCIL QTRL	9,600.00	2,100.00	4,500.00	5,100.00	46.88
<b>0020 - MANAGER</b>	<b>85,400.00</b>	<b>7,716.20</b>	<b>40,388.70</b>	<b>44,665.29</b>	<b>47.48</b>
5110 - REGULAR P/R	60,350.00	5,802.00	30,170.43	30,179.57	49.99
5170 - CE REG P/R	2,400.00	230.75	1,199.90	1,200.10	50.00
5200 - FICA/UC/WC	6,875.00	498.85	2,491.48	4,383.52	36.24
5201 - LIFE/RETIRE	7,800.00	733.52	3,932.02	3,867.98	50.41
5202 - HLTH/DENT/IP	825.00	85.08	510.48	314.52	61.88
5210 - DUES/SUBSCR	100.00	0.00	0.00	100.00	0.00
6050 - TRAVEL	4,000.00	331.00	1,581.00	2,419.00	39.53
6470 - ED/TRAINING	700.00	35.00	70.00	630.00	10.00
6595 - PROMO ACTIV	2,000.00	0.00	429.40	1,570.60	21.47
<b>0050 - CITY CLERK</b>	<b>90,790.00</b>	<b>7,426.86</b>	<b>42,332.34</b>	<b>48,457.66</b>	<b>46.63</b>
5110 - REGULAR P/R	46,575.00	4,478.02	23,285.62	23,289.38	50.00
5120 - PARTTIME P/R	2,000.00	0.00	2,337.12	-337.12	116.86
5200 - FICA/UC/WC	4,225.00	311.32	1,678.11	2,546.89	39.72
5201 - LIFE/RETIRE	5,150.00	473.92	2,481.68	2,668.32	48.19
5202 - HLTH/DENT/IP	19,900.00	1,678.60	10,071.30	9,828.70	50.61
5210 - DUES/SUBSCR	100.00	30.00	70.00	30.00	70.00
6050 - TRAVEL	300.00	0.00	0.00	300.00	0.00
6470 - ED/TRAINING	200.00	0.00	0.00	200.00	0.00
6580 - CTY GA ORDRS	11,940.00	455.00	2,408.51	9,531.49	20.17
6610 - MISC GA EXP	400.00	0.00	0.00	400.00	0.00
<b>0040 - FINANCE DEPT</b>	<b>126,500.00</b>	<b>15,856.23</b>	<b>62,745.54</b>	<b>63,754.46</b>	<b>49.71</b>
5110 - REGULAR P/R	126,025.00	12,120.01	62,352.40	63,672.60	49.48
5200 - FICA/UC/WC	11,075.00	991.69	4,608.84	6,466.16	41.61
5201 - LIFE/RETIRE	13,600.00	1,291.07	6,723.54	6,876.46	49.44
5202 - HLTH/DENT/IP	24,700.00	2,118.46	12,710.76	11,989.24	51.46
5210 - DUES/SUBSCR	175.00	0.00	40.00	135.00	22.86
6050 - TRAVEL	735.00	0.00	0.00	735.00	0.00
6470 - ED/TRAINING	500.00	35.00	80.00	420.00	16.00
6515 - AUDIT/CONSLT	9,700.00	-700.00	6,200.00	3,500.00	63.92
<b>0050 - LEGAL SERVICE</b>	<b>23,400.00</b>	<b>700.00</b>	<b>5,294.28</b>	<b>18,105.72</b>	<b>22.65</b>
6110 - SOLICITOR	8,400.00	700.00	4,200.00	4,200.00	50.00
6120 - LEGAL FEES	15,000.00	0.00	1,094.28	13,905.72	7.30
<b>0060 - ASSESSING</b>	<b>96,660.00</b>	<b>10,580.93</b>	<b>46,863.90</b>	<b>49,796.10</b>	<b>49.49</b>
5110 - REGULAR P/R	54,100.00	5,202.00	27,050.42	27,049.58	50.00
5200 - FICA/UC/WC	5,900.00	366.11	1,857.29	4,042.71	31.48
5201 - LIFE/RETIRE	5,950.00	564.90	2,977.87	2,972.13	50.05

### Expense Summary Report

ALL Departments  
December

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
<b>0160 - ASSESSING-COMPD</b>					
5202 - HLTH/DENT/IP	24,200.00	2,016.92	12,101.52	12,098.48	50.01
5210 - DUES/SUBSCRIP	410.00	40.00	310.00	100.00	75.61
6050 - TRAVEL	1,000.00	0.00	145.80	854.20	14.58
6470 - ED/TRAINING	2,000.00	0.00	26.00	1,974.00	1.30
6505 - MAPPING	3,100.00	2,400.00	2,400.00	700.00	77.42
<b>0187 - CITY BLDG GE</b>					
5210 - DUES/SUBSCRIP	2,062.00	0.00	0.00	2,062.00	0.00
5310 - WATER	600.00	0.00	126.23	473.77	21.04
5320 - ELECTRICITY	3,650.00	261.69	1,371.59	2,278.41	37.58
5330 - HEATING FUEL	5,250.00	54.71	542.93	4,707.07	10.34
5340 - TELEPHONE	4,700.00	1,089.66	2,137.89	2,562.11	45.49
5370 - SEWER FEES	650.00	0.00	124.56	525.44	19.16
5610 - OFFICE EQUIP	4,775.00	304.15	1,516.50	3,258.50	31.76
5615 - COMPTR MAINT	3,600.00	0.00	346.80	3,253.20	9.63
5810 - OFFICE SUPP	12,000.00	717.29	4,332.36	7,667.64	36.10
5820 - JANITOR SUPP	500.00	0.00	158.09	341.91	31.62
5920 - BLDG MAINT	3,000.00	336.67	602.69	2,397.31	20.09
6410 - POSTAGE	11,000.00	2,320.45	7,186.98	3,813.02	65.34
6415 - ADVERTISING	5,000.00	1,102.50	2,825.29	2,174.71	56.51
6465 - SVC MNT CONT	24,175.00	854.96	18,399.28	5,775.72	76.11
9950 - COVID-19	0.00	149.90	282.12	-282.12	----
<b>0189 - STOROX</b>					
5310 - WATER	230.00	0.00	57.42	172.58	24.97
5320 - ELECTRICITY	800.00	42.41	341.48	458.52	42.69
5330 - HEATING FUEL	400.00	0.00	0.00	400.00	0.00
5370 - SEWER FEES	500.00	0.00	124.56	375.44	24.91
5920 - BLDG MAINT	200.00	334.54	394.54	-194.54	197.27
<b>0191 - PUBLIC BUILD</b>					
5310 - WATER	1,650.00	0.00	291.51	1,358.49	17.67
5320 - ELECTRICITY	12,175.00	727.80	3,808.25	8,366.75	31.28
5330 - HEATING FUEL	15,000.00	0.00	1,389.60	13,610.40	9.26
5340 - TELEPHONE	4,740.00	1,157.06	2,223.05	2,516.95	46.90
5370 - SEWER FEES	5,500.00	0.00	851.16	4,648.84	15.48
5920 - BLDG MAINT	15,000.00	96.91	2,548.05	12,451.95	16.99
<b>0220 - LIBRARY</b>					
5110 - REGULAR P/R	37,000.00	3,532.00	18,366.40	18,633.60	49.64
5120 - PARTTIME P/R	67,650.00	4,099.51	22,414.52	45,235.48	33.13
5200 - FICA/UC/WC	10,350.00	597.04	3,061.73	7,288.27	29.58
5201 - LIFE/RETIRE	4,075.00	384.41	2,020.46	2,054.54	49.58
5202 - HLTH/DENT/IP	9,375.00	792.96	4,757.76	4,617.24	50.75
5210 - DUES/SUBSCRIP	875.00	25.00	25.00	850.00	2.86

# Expense Summary Report

ALL Departments  
December

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
<b>0220 - LIBRARY CONRID</b>					
5310 - WATER	230.00	0.00	57.42	172.58	24.97
5320 - ELECTRICITY	3,900.00	254.94	1,428.65	2,471.35	36.63
5330 - HEATING FUEL	6,750.00	654.24	803.04	5,946.96	11.90
5340 - TELEPHONE	500.00	116.40	232.80	267.20	46.56
5370 - SEWER FEES	500.00	0.00	124.56	375.44	24.91
5610 - OFFICE EQUIP	2,000.00	29.87	323.87	1,676.13	16.19
5810 - OFFICE SUPP	1,500.00	139.99	1,481.93	18.07	98.80
5815 - TECHNOLOGY	4,200.00	0.00	4,000.00	200.00	95.24
5820 - JANITOR SUPP	1,300.00	28.82	148.65	1,151.35	11.43
5920 - BLDG MAINT	1,800.00	0.00	431.69	1,368.31	23.98
6050 - TRAVEL	950.00	0.00	0.00	950.00	0.00
6410 - POSTAGE	975.00	60.53	60.53	914.47	6.21
6430 - BOOKS/LIT	4,500.00	238.62	4,153.88	346.12	92.31
6431 - BOOKS-TR FND	4,000.00	0.00	28.23	3,971.77	0.71
9950 - COVID-19	0.00	58.98	373.82	-373.82	----
<b>0230 - RECREATION</b>					
5110 - REGULAR P/R	41,525.00	3,992.00	20,758.40	20,766.60	49.99
5120 - PARTTIME P/R	70,921.00	1,625.00	57,213.50	13,707.50	80.67
5200 - FICA/UC/WC	15,375.00	394.29	5,754.54	9,620.46	37.43
5201 - LIFE/RETIRE	4,350.00	415.80	2,171.94	2,178.06	49.93
5202 - HLTH/DENT/IP	19,850.00	1,657.40	9,944.40	9,905.60	50.10
5210 - DUES/SUBSCRIP	70.00	0.00	0.00	70.00	0.00
5310 - WATER	3,000.00	0.00	829.57	2,170.43	27.65
5320 - ELECTRICITY	7,300.00	310.01	5,248.18	2,051.82	71.89
5330 - HEATING FUEL	3,750.00	108.54	220.14	3,529.86	5.87
5340 - TELEPHONE	2,160.00	627.43	1,275.36	884.64	59.04
5370 - SEWER FEES	1,000.00	0.00	332.16	667.84	33.22
5510 - FUEL/OIL/LUB	1,000.00	99.19	421.02	578.98	42.10
5555 - EQ/SITE MNT	6,000.00	0.00	0.00	6,000.00	0.00
5560 - VEH MAINT	250.00	0.00	226.60	23.40	90.64
5820 - JANITOR SUPP	575.00	25.36	256.34	318.66	44.58
5910 - POOL CHEMLS	6,500.00	0.00	1,250.38	5,249.62	19.24
5920 - BLDG MAINT	2,500.00	392.88	877.75	1,622.25	35.11
5930 - GROUNDS MNT	6,825.00	894.17	4,328.40	2,496.60	63.42
6050 - TRAVEL	575.00	0.00	0.00	575.00	0.00
6620 - PROGRAM	50,000.00	8,711.67	15,410.57	34,589.43	30.82
7311 - WATER RC-CTR	550.00	0.00	126.23	423.77	22.95
7321 - ELEC REC-CTR	2,250.00	125.62	445.67	1,804.33	19.81
9950 - COVID-19	0.00	14.06	1,702.61	-1,702.61	----
<b>0240 - SUBSIDIES &amp;</b>					
6621 - INT FESTIVAL	1,500.00	0.00	0.00	1,500.00	0.00
6623 - CDRC	4,600.00	0.00	4,600.00	0.00	100.00
6624 - PRTON AIRPRT	7,000.00	0.00	7,000.00	0.00	100.00

# Expense Summary Report

ALL Departments  
December

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
<b>0240 - SUBSIDIES &amp; CONT'D</b>					
6625 - LIFEFLIGHT	780.00	780.00	780.00	0.00	100.00
6626 - WIC	1,500.00	0.00	0.00	1,500.00	0.00
6627 - SNOWMO REIMB	1,000.00	0.00	0.00	1,000.00	0.00
<b>0310 - POLICE</b>					
5110 - REGULAR P/R	244,875.00	22,889.32	110,358.92	134,516.08	45.07
5115 - OVERTIME P/R	40,000.00	3,475.77	20,272.89	19,727.11	50.68
5120 - PARTTIME P/R	46,500.00	1,496.00	10,426.25	36,073.75	22.42
5130 - HOL/SICK WAG	12,300.00	494.88	1,254.48	11,045.52	10.20
5165 - JANITOR P/R	6,400.00	600.00	3,120.00	3,280.00	48.75
5175 - SCHL SAFETY	3,300.00	0.00	1,453.50	1,846.50	44.05
5200 - FICA/UC/WC	39,900.00	2,201.13	11,375.34	28,524.66	28.51
5201 - LIFE/RETIRE	29,375.00	2,062.38	10,725.35	18,649.65	36.51
5202 - HLTH/DENT/IP	101,800.00	8,504.94	50,912.02	50,887.98	50.01
5210 - DUES/SUBSCRIP	200.00	0.00	0.00	200.00	0.00
5340 - TELEPHONE	4,650.00	689.23	2,089.15	2,560.85	44.93
5510 - FUEL/OIL/LUB	13,900.00	799.90	4,413.56	9,486.44	31.75
5560 - VEH MAINT	5,300.00	12.51	1,700.48	3,599.52	32.08
5710 - EQUIPMENT	5,387.00	250.00	1,992.47	3,394.53	36.99
5715 - AMMUNITION	1,500.00	0.00	1,400.10	99.90	93.34
5750 - RADIO/REPAIR	1,200.00	0.00	414.00	786.00	34.50
5800 - EQUIP LEASE	1,825.00	0.00	600.00	1,225.00	32.88
5810 - OFFICE SUPP	1,500.00	0.00	1,070.50	429.50	71.37
5820 - JANITOR SUPP	450.00	0.00	59.35	390.65	13.19
6050 - TRAVEL	1,500.00	131.85	327.90	1,172.10	21.86
6420 - CLTH-UNIFORM	3,150.00	0.00	1,246.40	1,903.60	39.57
6470 - ED/TRAINING	5,500.00	0.00	2,329.66	3,170.34	42.36
6545 - CRIM INVSTG	300.00	0.00	0.00	300.00	0.00
8120 - P/R-DOG CTRL	4,030.00	310.00	2,009.00	2,021.00	49.85
<b>0620 - FIRE</b>					
5110 - REGULAR P/R	162,550.00	16,356.62	81,395.20	81,154.80	50.07
5115 - OVERTIME P/R	43,000.00	2,905.67	19,228.94	23,771.06	44.72
5130 - HOL/SICK WAG	400.00	100.00	100.00	300.00	25.00
5140 - CALL FIRE	49,500.00	5,476.20	31,578.27	17,921.73	63.79
5200 - FICA/UC/WC	38,750.00	1,718.77	8,439.47	30,310.53	21.78
5201 - LIFE/RETIRE	20,800.00	2,012.64	10,291.30	10,508.70	49.48
5202 - HLTH/DENT/IP	54,200.00	4,558.56	27,351.06	26,848.94	50.46
5320 - ELECTRICITY	525.00	32.88	162.12	362.88	30.88
5330 - HEATING FUEL	1,300.00	24.42	59.31	1,240.69	4.56
5340 - TELEPHONE	750.00	175.32	350.64	399.36	46.75
5404 - SCBA MAINT	6,000.00	0.00	125.00	5,875.00	2.08
5510 - FUEL/OIL/LUB	2,500.00	42.38	575.20	1,924.80	23.01
5560 - VEH MAINT	8,000.00	39.36	1,215.77	6,784.23	15.20
5750 - RADIO/REPAIR	1,500.00	83.00	601.00	899.00	40.07



# Expense Summary Report

ALL Departments  
December

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
<b>0620 - FIRE CONTR</b>					
5810 - OFFICE SUPP	300.00	31.75	31.75	268.25	10.58
5840 - LT EQP/TOOLS	4,000.00	0.00	376.00	3,624.00	9.40
5870 - MISC. SUPPL	2,300.00	74.98	516.75	1,783.25	22.47
5920 - BLDG MAINT	750.00	214.99	301.11	448.89	40.15
6050 - TRAVEL	500.00	0.00	0.00	500.00	0.00
6412 - SAFETY EQUIP	12,000.00	5,700.00	5,954.07	6,045.93	49.62
6420 - CLTH-UNIFORM	1,500.00	69.00	69.00	1,431.00	4.60
6425 - LAUNDRY SUPP	500.00	0.00	0.00	500.00	0.00
6470 - ED/TRAINING	4,000.00	0.00	25.30	3,974.70	0.63
6605 - FIRE PREVENT	2,000.00	0.00	246.56	1,753.44	12.33
9950 - COVID-19	0.00	17.09	158.25	-158.25	----
<b>0650 - STREET CONTR</b>					
5320 - ELECTRICITY	74,000.00	5,937.51	24,768.94	49,231.06	33.47
5940 - ST LITE MNT	3,300.00	380.60	380.60	2,919.40	11.53
6440 - TRAFFIC LTS	1,700.00	119.91	1,086.13	613.87	63.89
<b>0490 - PUBLIC WORKS</b>					
5110 - REGULAR P/R	265,500.00	30,343.38	135,475.91	130,024.09	51.03
5114 - MECH O-TIME	1,000.00	97.11	323.70	676.30	32.37
5116 - SUM MNT O/T	5,000.00	0.00	2,146.57	2,853.43	42.93
5117 - WIN MNT O/T	32,500.00	2,051.28	2,129.90	30,370.10	6.55
5120 - PARTTIME P/R	23,300.00	1,937.00	10,569.00	12,731.00	45.36
5200 - FICA/UC/WC	49,350.00	2,664.38	11,252.39	38,097.61	22.80
5201 - LIFE/RETIRE	28,000.00	2,053.48	10,429.73	17,570.27	37.25
5202 - HLTH/DENT/IP	99,700.00	6,726.08	40,390.98	59,309.02	40.51
5210 - DUES/SUBSCRIP	200.00	0.00	208.00	-8.00	104.00
5340 - TELEPHONE	2,300.00	381.08	886.04	1,413.96	38.52
5510 - FUEL/OIL/LUB	35,600.00	2,089.47	8,906.55	26,693.45	25.02
5520 - TOOLS	1,500.00	0.00	490.44	1,009.56	32.70
5530 - TIRES/TUBES	5,000.00	737.70	1,007.70	3,992.30	20.15
5550 - OS PARTS/LBR	35,000.00	4,869.43	20,884.14	14,115.86	59.67
5810 - OFFICE SUPP	400.00	2.86	49.75	350.25	12.44
5817 - ROAD PAINT	3,000.00	0.00	96.22	2,903.78	3.21
5820 - JANITOR SUPP	800.00	20.98	179.69	620.31	22.46
6050 - TRAVEL	225.00	0.00	239.14	-14.14	106.28
6420 - CLTH-UNIFORM	7,900.00	662.00	3,209.19	4,690.81	40.62
6470 - ED/TRAINING	500.00	0.00	0.00	500.00	0.00
6576 - TREE REMOVAL	2,000.00	0.00	850.00	1,150.00	42.50
6577 - TREE PLT/MNT	500.00	0.00	0.00	500.00	0.00
6774 - SWEEPER MATL	5,500.00	0.00	916.90	4,583.10	16.67
6775 - SIGNS	2,000.00	0.00	30.00	1,970.00	1.50
6865 - CULVRTS/PIPE	3,500.00	0.00	911.66	2,588.34	26.05
6871 - SUM-RD MATL	12,000.00	0.00	4,277.95	7,722.05	35.65
6872 - SUM-CON MATL	4,850.00	380.89	1,290.17	3,559.83	26.60

### Expense Summary Report

ALL Departments  
December

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
<b>0410 - PUBLIC WORKS-CONTD</b>					
6873 - SUM EQP/SUPP	1,800.00	37.74	355.86	1,444.14	19.77
7570 - WIN SLT/SAND	59,100.00	6,667.98	34,593.75	24,506.25	58.53
7720 - WIN EQP/SUPP	8,500.00	561.39	2,384.18	6,115.82	28.05
8720 - DWNTN-EQ/SUP	5,800.00	1,670.00	4,748.31	1,051.69	81.87
9950 - COVID-19	0.00	0.00	29.98	-29.98	----
<b>0470 - TRANSFER STA</b>					
5115 - OVERTIME P/R	1,000.00	0.00	0.00	1,000.00	0.00
5120 - PARTTIME P/R	24,300.00	2,288.80	11,319.12	12,980.88	46.58
5200 - FICA/UC/WC	3,675.00	175.15	866.18	2,808.82	23.57
5340 - TELEPHONE	600.00	37.36	226.56	373.44	37.76
5510 - FUEL/OIL/LUB	1,000.00	0.00	405.09	594.91	40.51
5555 - EQP/SITE MNT	3,000.00	0.00	0.00	3,000.00	0.00
5812 - STCKERS/BAGS	3,825.00	469.15	469.15	3,355.85	12.27
5891 - WGD/TIRE REM	1,500.00	50.00	625.00	875.00	41.67
5892 - ENVIR MONIT	2,000.00	0.00	0.00	2,000.00	0.00
5894 - TIPPING FEES	26,250.00	3,315.79	12,537.09	13,712.91	47.76
5896 - TRANSPT FEES	20,000.00	2,070.00	10,880.00	9,120.00	54.40
5897 - CONTAIN RENT	1,200.00	100.00	700.00	500.00	58.33
5898 - LIC / FEES	800.00	0.00	0.00	800.00	0.00
6470 - ED/TRAINING	150.00	0.00	0.00	150.00	0.00
6560 - CONTRACT SVC	1,800.00	0.00	375.00	1,425.00	20.83
6561 - PROF SVCES	1,500.00	0.00	0.00	1,500.00	0.00
6567 - CHIPPING PGM	6,000.00	5,250.00	5,250.00	750.00	87.50
<b>0480 - GEMISTRY</b>					
5110 - REGULAR P/R	25,300.00	0.00	15,127.20	10,172.80	59.79
5115 - OVERTIME P/R	1,500.00	0.00	1,040.01	459.99	69.33
5120 - PARTTIME P/R	55,000.00	0.00	36,870.00	18,130.00	67.04
5200 - FICA/UC/WC	12,750.00	0.00	3,925.24	8,824.76	30.79
5202 - HLTH/DENT/IP	11,700.00	1,660.52	9,963.12	1,736.88	85.15
5340 - TELEPHONE	300.00	22.05	135.44	164.56	45.15
5405 - ROAD REPAIR	1,275.00	0.00	199.01	1,075.99	15.61
5510 - FUEL/OIL/LUB	1,750.00	0.00	721.80	1,028.20	41.25
5555 - EQP/SITE MNT	3,000.00	0.00	637.01	2,362.99	21.23
5710 - EQUIPMENT	1,500.00	0.00	302.56	1,197.44	20.17
5840 - LT EQP/TOOLS	3,500.00	0.00	51.86	3,448.14	1.48
5865 - FLAGS	1,100.00	0.00	0.00	1,100.00	0.00
5888 - LOAM	1,500.00	0.00	0.00	1,500.00	0.00
5895 - SEED/FERTILZ	600.00	0.00	40.00	560.00	6.67
5920 - BLDG MAINT	300.00	358.75	378.49	-78.49	126.16
6560 - CONTRACT SVC	900.00	0.00	375.00	525.00	41.67
<b>0500 - COUNTY TAX</b>					
	778,425.00	0.00	778,425.00	0.00	100.00

# Expense Summary Report

ALL Departments  
December

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
<b>0500 - COUNTY TAX CONTR</b>					
6590 - COUNTY TAX	278,425.00	0.00	278,425.00	0.00	100.00
<b>0550 - MISCELLANEOUS</b>					
5203 - FLEX SPEND	8,039.00	0.00	1,679.75	6,359.25	20.90
5311 - HYDRANTS	206,737.00	0.00	51,684.25	155,052.75	25.00
5818 - SFTY-HEPVACC	250.00	0.00	0.00	250.00	0.00
5848 - PRKLOT LEASE	540.00	0.00	531.30	8.70	98.39
5855 - DRG/ALC TEST	2,000.00	0.00	99.25	1,900.75	4.96
5860 - PAWS CONTR	12,000.00	12,000.00	12,000.00	0.00	100.00
6000 - LOC INT EXP	3,000.00	0.00	1,430.55	1,569.45	47.69
<b>0600 - EMPLOYEE BEN</b>					
6201 - WORKERS COMP	0.00	23,499.50	38,497.56	-38,497.56	----
6211 - UNEMPL COMP	0.00	0.00	8,985.70	-8,985.70	----
<b>0610 - INSURANCE</b>					
6216 - PRP/CASUALTY	70,800.00	-17,395.00	51,971.00	18,829.00	73.41
<b>0640 - CONTINGENCY</b>					
6615 - MISC CONTING	20,000.00	0.00	0.00	20,000.00	0.00
<b>0650 - CAP PROJ</b>					
1025 - FB-FIRE CIP	30,000.00	0.00	0.00	30,000.00	0.00
1029 - FB LIBRA CIP	18,500.00	0.00	488.42	18,011.58	2.64
1030 - FB-REC CIP	1,700.00	0.00	0.00	1,700.00	0.00
1040 - FB-PW CIP	139,055.88	0.00	138,876.88	179.00	99.87
1050 - FB-ADMIN CIP	28,250.00	0.00	0.00	28,250.00	0.00
1055 - FB-OTHER CIP	140,000.00	0.00	45,557.85	94,442.15	32.54
5470 - PW EQUIP-PR	18,282.00	0.00	15,378.09	2,903.91	84.12
5471 - PW EQUIP-INT	1,719.00	0.00	1,740.23	-21.23	101.24
5478 - BITUM RESURF	40,000.00	0.00	2,836.52	37,163.48	7.09
<b>0670 - SCHOOL</b>					
4510 - CITY SCH APP	1,351,336.00	0.00	675,672.00	675,664.00	50.00
<b>3000 - ECON DEVELOP</b>					
6585 - ECON DEVELOP	0.00	0.00	21,709.31	-21,709.31	----
<b>6000 - MISCELLANEOUS</b>					
5115 - OVERTIME P/R	3,000.00	0.00	623.04	2,376.96	20.77
5120 - PARTTIME P/R	36,024.00	2,773.10	17,803.52	18,220.48	49.42
5150 - ON CALL PAY	62,350.00	5,691.50	27,720.00	34,630.00	44.46
5200 - FICA/UC/WC	16,000.00	647.56	3,526.73	12,473.27	22.04
5210 - DUES/SUBSCRIP	700.00	0.00	130.00	570.00	18.57
5340 - TELEPHONE	875.00	80.00	479.43	395.57	54.79
5510 - FUEL/OIL/LUB	6,000.00	231.62	1,823.27	4,176.73	30.39
5530 - TIRES/TUBES	600.00	1,041.00	1,041.00	-441.00	173.50

### Expense Summary Report

ALL Departments  
December

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
<b>6000 - NYSARAS/AMB CONFID</b>					
5560 - VEH MAINT	2,000.00	399.00	587.11	1,412.89	29.36
5750 - RADIO/REPAIR	600.00	0.00	0.00	600.00	0.00
5810 - OFFICE SUPP	700.00	0.00	515.40	184.60	73.63
5820 - JANITOR SUPP	150.00	25.41	55.38	94.62	36.92
5842 - OXYGEN SUPP	1,000.00	0.00	220.00	780.00	22.00
5844 - PHARMCY SUPP	500.00	0.00	198.87	301.13	39.77
5846 - SUPP-MEDIC.	4,000.00	0.00	432.67	3,567.33	10.82
5852 - MED SCREEN	200.00	0.00	100.00	100.00	50.00
5855 - DRG/ALC TEST	130.00	0.00	0.00	130.00	0.00
5898 - LIC / FEES	370.00	0.00	20.00	350.00	5.41
6050 - TRAVEL	750.00	0.00	0.00	750.00	0.00
6215 - PROF LIAB	700.00	650.00	650.00	50.00	92.86
6216 - PRP/CASUALTY	650.00	0.00	0.00	650.00	0.00
6420 - CLTH-UNIFORM	1,800.00	655.00	655.00	1,145.00	36.39
6470 - ED/TRAINING	1,000.00	0.00	0.00	1,000.00	0.00
6510 - AUDIT/CONSLT	1,400.00	1,400.00	1,400.00	0.00	100.00
6550 - CONT BILLING	4,100.00	277.35	1,504.85	2,595.15	36.70
6562 - C/S MAINT	1,500.00	0.00	201.50	1,298.50	13.43
6564 - C/S BACKUP	15,840.00	0.00	1,700.00	14,140.00	10.73
9800 - CNTRCT ALLOW	121,344.00	6,044.36	37,323.81	84,020.19	30.76
9850 - AMB BAD DEBT	1,200.00	0.00	3,842.96	-2,642.96	320.25
9950 - COVID-19	0.00	0.00	717.44	-717.44	----
<b>7000 - WASHUWATER</b>					
5110 - REGULAR P/R	128,000.00	10,051.20	55,281.60	72,718.40	43.19
5115 - OVERTIME P/R	6,000.00	231.42	2,483.49	3,516.51	41.39
5145 - STIPENDS	2,600.00	100.00	1,000.00	1,600.00	38.46
5200 - FICA/UC/WC	65,000.00	5,628.67	30,957.69	34,042.31	47.63
5201 - LIFE/RETIRE	1,200.00	41.65	447.04	752.96	37.25
5310 - WATER	11,000.00	0.00	4,392.54	6,607.46	39.93
5320 - ELECTRICITY	74,000.00	4,504.96	23,055.07	50,944.93	31.16
5330 - HEATING FUEL	6,500.00	740.40	740.40	5,759.60	11.39
5340 - TELEPHONE	2,800.00	686.36	1,724.20	1,075.80	61.58
5510 - FUEL/OIL/LUB	2,400.00	91.06	726.42	1,673.58	30.27
5560 - VEH MAINT	1,040.00	0.00	0.00	1,040.00	0.00
5710 - EQUIPMENT	500.00	0.00	21.39	478.61	4.28
5720 - PARTS	25,000.00	5,167.64	5,827.66	19,172.34	23.31
5810 - OFFICE SUPP	1,000.00	0.00	431.87	568.13	43.19
5820 - JANITOR SUPP	500.00	23.39	295.00	205.00	59.00
5830 - LAB SUPPLIES	7,500.00	391.91	4,715.68	2,784.32	62.88
5835 - OPER SUPPL	3,000.00	19.00	335.77	2,664.23	11.19
5850 - CHEMICALS	23,000.00	0.00	10,925.18	12,074.82	47.50
5920 - BLDG MAINT	14,000.00	0.00	6,263.10	7,736.90	44.74
6216 - PRP/CASUALTY	3,500.00	3,500.00	3,500.00	0.00	100.00

# Expense Summary Report

ALL Departments  
December

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
<b>7000 - WASTEWATER T CONFD</b>					
6410 - POSTAGE	2,900.00	0.00	497.63	2,402.37	17.16
6412 - SAFETY EQUIP	500.00	0.00	418.55	81.45	83.71
6420 - CLTH-UNIFORM	1,500.00	0.00	569.66	930.34	37.98
6470 - ED/TRAINING	500.00	0.00	0.00	500.00	0.00
6507 - ABATEMENTS	0.00	0.00	6,591.50	-6,591.50	----
6509 - BAD DEBT	1,700.00	0.00	0.00	1,700.00	0.00
6510 - AUDIT/CONSLT	3,900.00	3,900.00	3,900.00	0.00	100.00
6560 - CONTRACT SVC	20,000.00	5,892.68	9,316.08	10,683.92	46.58
6563 - SLUDGE DISP	75,000.00	6,879.25	27,381.11	47,618.89	36.51
6565 - LICENSE FEE	2,900.00	937.63	937.63	1,962.37	32.33
6568 - C/S PUMPING	19,000.00	0.00	7,272.00	11,728.00	38.27
6570 - TRIO PURCHAS	1,300.00	0.00	1,084.11	215.89	83.39
6572 - O/S LAB TEST	3,000.00	0.00	650.00	2,350.00	21.67
6574 - C/S ENGINEER	5,000.00	999.00	5,936.25	-936.25	118.73
7881 - SANI REP/PRT	3,000.00	0.00	0.00	3,000.00	0.00
7883 - SEWER PW MNT	10,000.00	565.00	5,777.50	4,222.50	57.78
8050 - DEP/SRF MGMT	3,000.00	0.00	0.00	3,000.00	0.00
8053 - CSO PLAN	3,758.00	0.00	0.00	3,758.00	0.00
<b>7100 - WWTP DEBT SE</b>					
2000 - 2011FR PRIN	60,869.00	0.00	0.00	60,869.00	0.00
2005 - 2011FR INT	10,832.00	0.00	5,415.79	5,416.21	50.00
2010 - 2011FR ADM	1,076.00	0.00	81.24	994.76	7.55
2012 - 2011FR DEP	2,510.00	0.00	189.55	2,320.45	7.55
2060 - MMBB 02FR PR	139,752.00	0.00	139,751.36	0.64	100.00
2063 - MMBB 02FR AD	2,173.00	0.00	2,146.22	26.78	98.77
2065 - MMBB 02FR IN	10,082.00	0.00	3,329.90	6,752.10	33.03
2071 - 2017FS INT	0.00	0.00	8,519.79	-8,519.79	----
3010 - 2009S PRIN	49,105.00	0.00	49,104.34	0.66	100.00
3015 - 2009S INTR	4,892.00	0.00	2,568.70	2,323.30	52.51
3020 - 2009S DEP	1,890.00	0.00	1,808.56	81.44	95.69
3025 - 2009S ADMIN	810.00	0.00	775.10	34.90	95.69
3030 - 2010SR PRIN	47,326.00	0.00	0.00	47,326.00	0.00
3035 - 2010SR INTR	4,952.00	0.00	2,475.69	2,476.31	49.99
3040 - 2010SR ADMIN	785.00	0.00	37.14	747.86	4.73
3045 - 2010SR DEP	1,830.00	0.00	86.65	1,743.35	4.73
3070 - 2010FS PRIN	61,740.00	0.00	61,739.89	0.11	100.00
3071 - 2010FS INTR	6,833.00	0.00	3,570.68	3,262.32	52.26
3072 - 2010FS ADMIN	1,029.00	0.00	979.66	49.34	95.21
3073 - 2010FS DEP	2,401.00	0.00	2,285.87	115.13	95.20
3074 - RD \$777k PRI	24,167.00	24,166.06	24,166.06	0.94	100.00
3075 - RD \$777k INT	13,542.00	13,541.94	13,541.94	0.06	100.00
3076 - RD \$500K PR	15,383.00	15,382.47	15,382.47	0.53	100.00
3077 - RD \$500K INT	6,258.00	6,257.53	6,257.53	0.47	99.99

### Expense Summary Report

ALL Departments  
December

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
<b>8000 - AMBULANCE CONFD</b>					
<b>8000 - AMBULANCE</b>	<b>1,344,500.00</b>	<b>1,172,923.62</b>	<b>570,473.82</b>	<b>774,027.18</b>	<b>42.45</b>
5110 - REGULAR P/R	307,400.00	24,498.37	140,034.28	167,365.72	45.55
5115 - OVERTIME P/R	64,000.00	5,792.67	30,650.69	33,349.31	47.89
5120 - PARTTIME P/R	71,500.00	9,219.08	29,991.54	41,508.46	41.95
5200 - FICA/UC/WC	58,525.00	3,449.51	16,288.27	42,236.73	27.83
5201 - LIFE/RETIRE	40,000.00	3,689.61	19,539.74	20,460.26	48.85
5202 - HLTH/DENT/IP	74,700.00	5,478.97	32,873.82	41,826.18	44.01
5203 - FLEX SPEND	1,875.00	0.00	0.00	1,875.00	0.00
5204 - FF WAGE REIM	30,000.00	2,500.00	15,000.00	15,000.00	50.00
5206 - ADMIN-MGR	18,600.00	1,781.50	9,292.48	9,307.52	49.96
5208 - ADMIN-FIN	7,120.00	682.25	3,556.74	3,563.26	49.95
5209 - ADMIN-PW MEC	4,700.00	391.67	2,350.02	2,349.98	50.00
5210 - DUES/SUBSCRIP	1,605.00	0.00	370.00	1,235.00	23.05
5340 - TELEPHONE	2,000.00	264.94	893.18	1,106.82	44.66
5350 - RENTAL FEES	13,520.00	1,126.67	6,760.02	6,759.98	50.00
5400 - CAP-OL AMBUL	65,000.00	0.00	0.00	65,000.00	0.00
5510 - FUEL/OIL/LUB	18,000.00	899.75	5,361.30	12,638.70	29.79
5530 - TIRES/TUBES	3,000.00	870.08	1,219.44	1,780.56	40.65
5560 - VEH MAINT	8,000.00	187.72	9,094.10	-1,094.10	113.68
5610 - OFFICE EQUIP	2,200.00	51.08	1,557.25	642.75	70.78
5620 - AMBUL EQUIP	21,000.00	760.31	760.31	20,239.69	3.62
5750 - RADIO/REPAIR	900.00	0.00	474.00	426.00	52.67
5810 - OFFICE SUPP	800.00	0.00	21.21	778.79	2.65
5820 - JANITOR SUPP	500.00	47.93	47.93	452.07	9.59
5842 - OXYGEN SUPP	3,000.00	0.00	525.67	2,474.33	17.52
5844 - PHARMCY SUPP	3,500.00	152.52	233.85	3,266.15	6.68
5846 - SUPP-MEDIC.	11,000.00	559.82	1,922.58	9,077.42	17.48
5852 - MED SCREEN	200.00	0.00	0.00	200.00	0.00
5855 - DRG/ALC TEST	620.00	62.00	124.00	496.00	20.00
5898 - LIC / FEES	900.00	0.00	160.00	740.00	17.78
6050 - TRAVEL	500.00	135.54	397.84	102.16	79.57
6216 - PRP/CASUALTY	9,845.00	9,845.00	9,845.00	0.00	100.00
6410 - POSTAGE	300.00	0.00	0.00	300.00	0.00
6415 - ADVERTISING	1,000.00	0.00	0.00	1,000.00	0.00
6420 - CLTH-UNIFORM	2,500.00	332.00	757.94	1,742.06	30.32
6470 - ED/TRAINING	7,000.00	0.00	25.00	6,975.00	0.36
6510 - AUDIT/CONSLT	2,900.00	2,900.00	2,900.00	0.00	100.00
6550 - CONT BILLING	26,500.00	1,479.19	8,663.20	17,836.80	32.69
6562 - C/S MAINT	5,250.00	0.00	0.00	5,250.00	0.00
6564 - C/S BACKUP	600.00	0.00	300.00	300.00	50.00
6566 - C/S CRH	350.00	0.00	0.00	350.00	0.00
9020 - MONITORS-PR	15,439.00	3,441.50	10,281.51	5,157.49	66.59
9025 - MONITORS-INT	152.00	22.76	197.88	-45.88	130.18
9800 - CNTRCT ALLOW	395,000.00	30,904.96	174,150.19	220,849.81	44.09

# Expense Summary Report

ALL Departments  
December

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
<b>8000 - AMBULANCE CONF</b>					
<b>9850 - AMB BAD DEBT</b>	<b>43,000.00</b>	<b>6,396.22</b>	<b>20,511.37</b>	<b>22,488.63</b>	<b>47.70</b>
<b>9950 - COVID-19</b>	<b>0.00</b>	<b>0.00</b>	<b>13,341.47</b>	<b>-13,341.47</b>	<b>----</b>
<b>Final Totals</b>	<b>8,060,653.88</b>	<b>520,671.98</b>	<b>3,950,340.15</b>	<b>4,110,313.73</b>	<b>49.00</b>

### Expense Summary Report

Department(s): 6000  
December

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
<del>6000 - NWSARAS AMBULANCE</del>	<del>285,483.00</del>	<del>19,915.90</del>	<del>103,271.98</del>	<del>182,211.02</del>	<del>36.17</del>
5115 - PAYROLL - OVERTIME WAGES	3,000.00	0.00	623.04	2,376.96	20.77
5120 - PAYROLL - PART TIME	36,024.00	2,773.10	17,803.52	18,220.48	49.42
5150 - PAYROLL-ON CALL PAY	62,350.00	5,691.50	27,720.00	34,630.00	44.46
5200 - BENEFITS-FICA/UC/WC	16,000.00	647.56	3,526.73	12,473.27	22.04
5210 - DUES	700.00	0.00	130.00	570.00	18.57
5340 - TELEPHONE	875.00	80.00	479.43	395.57	54.79
5510 - FUEL, OIL & LUBE	6,000.00	231.62	1,823.27	4,176.73	30.39
5530 - TIRES	600.00	1,041.00	1,041.00	-441.00	173.50
5560 - VEHICLE MAINTENANCE	2,000.00	399.00	587.11	1,412.89	29.36
5750 - RADIOS/REPAIR	600.00	0.00	0.00	600.00	0.00
5810 - OFFICE SUPPLIES	700.00	0.00	515.40	184.60	73.63
5820 - JANITORIAL SUPPLIES	150.00	25.41	55.38	94.62	36.92
5842 - SUPPLIES - OXYGEN	1,000.00	0.00	220.00	780.00	22.00
5844 - SUPPLIES - PHARMACY	500.00	0.00	198.87	301.13	39.77
5846 - SUPPLIES - MEDICAL	4,000.00	0.00	432.67	3,567.33	10.82
5852 - MEDICAL SCREENINGS	200.00	0.00	100.00	100.00	50.00
5855 - DRUG/ALCOHOL TESTING	130.00	0.00	0.00	130.00	0.00
5898 - LICENSES & FEES	370.00	0.00	20.00	350.00	5.41
6050 - TRAVEL	750.00	0.00	0.00	750.00	0.00
6215 - PROFESSIONAL LIABILITY	700.00	650.00	650.00	50.00	92.86
6216 - PROPERTY & CASUALTY	650.00	0.00	0.00	650.00	0.00
6420 - CLOTHING - UNIFORMS	1,800.00	655.00	655.00	1,145.00	36.39
6470 - EDUCATION & TRAINING	1,000.00	0.00	0.00	1,000.00	0.00
6510 - LEGAL & AUDIT FEES	1,400.00	1,400.00	1,400.00	0.00	100.00
6550 - CONTRACT SERVICES - BILLI	4,100.00	277.35	1,504.85	2,595.15	36.70
6562 - CONTRACT SERVICES - MAINT	1,500.00	0.00	201.50	1,298.50	13.43
6564 - CONTRACT SERVICES - BACKU	15,840.00	0.00	1,700.00	14,140.00	10.73
9800 - CONTRACTUAL ALLOWANCE	121,344.00	6,044.36	37,323.81	84,020.19	30.76
9850 - AMBULANCE BAD DEBT	1,200.00	0.00	3,842.96	-2,642.96	320.25
9950 - COVID-19 RELATED EXPENSES	0.00	0.00	717.44	-717.44	----
<b>Final Totals</b>	<b>285,483.00</b>	<b>19,915.90</b>	<b>103,271.98</b>	<b>182,211.02</b>	<b>36.17</b>



# Expense Summary Report

Department(s): 7000 - 7100

December

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
<b>7000 - WASTEWATER TREATMENT PLAN</b>	<b>535,498.00</b>	<b>50,351.22</b>	<b>223,896.12</b>	<b>312,041.88</b>	<b>41.73</b>
5110 - PAYROLL - REGULAR WAGES	128,000.00	10,051.20	55,281.60	72,718.40	43.19
5115 - PAYROLL - OVERTIME WAGES	6,000.00	231.42	2,483.49	3,516.51	41.39
5145 - PAYROLL-ON CALL STIPEND	2,600.00	100.00	1,000.00	1,600.00	38.46
5200 - BENEFITS-FICA/UC/WC	65,000.00	5,628.67	30,957.69	34,042.31	47.63
5201 - BENEFITS - LIFE/RETIREMEN	1,200.00	41.65	447.04	752.96	37.25
5310 - WATER	11,000.00	0.00	4,392.54	6,607.46	39.93
5320 - ELECTRICITY	74,000.00	4,504.96	23,055.07	50,944.93	31.16
5330 - HEATING FUEL	6,500.00	740.40	740.40	5,759.60	11.39
5340 - TELEPHONE	2,800.00	686.36	1,724.20	1,075.80	61.58
5510 - FUEL, OIL & LUBE	2,400.00	91.06	726.42	1,673.58	30.27
5560 - VEHICLE MAINTENANCE	1,040.00	0.00	0.00	1,040.00	0.00
5710 - EQUIPMENT	500.00	0.00	21.39	478.61	4.28
5720 - PARTS	25,000.00	5,167.64	5,827.66	19,172.34	23.31
5810 - OFFICE SUPPLIES	1,000.00	0.00	431.87	568.13	43.19
5820 - JANITORIAL SUPPLIES	500.00	23.39	295.00	205.00	59.00
5830 - LAB SUPPLIES	7,500.00	391.91	4,715.68	2,784.32	62.88
5835 - OPERATIONAL SUPPLIES	3,000.00	19.00	335.77	2,664.23	11.19
5850 - CHEMICALS	23,000.00	0.00	10,925.18	12,074.82	47.50
5920 - BUILDING MAINTENANCE	14,000.00	0.00	6,263.10	7,736.90	44.74
6216 - PROPERTY & CASUALTY	3,500.00	3,500.00	3,500.00	0.00	100.00
6410 - POSTAGE	2,900.00	0.00	497.63	2,402.37	17.16
6412 - SAFETY EQUIPMENT	500.00	0.00	418.55	81.45	83.71
6420 - CLOTHING - UNIFORMS	1,500.00	0.00	569.66	930.34	37.98
6470 - EDUCATION & TRAINING	500.00	0.00	0.00	500.00	0.00
6507 - ABATEMENTS	0.00	0.00	6,591.50	-6,591.50	----
6509 - BAD DEBT EXPENSE	1,700.00	0.00	0.00	1,700.00	0.00
6510 - LEGAL & AUDIT FEES	3,900.00	3,900.00	3,900.00	0.00	100.00
6560 - CONTRACTED SERVICES	20,000.00	5,892.68	9,316.08	10,683.92	46.58
6563 - CONTRACT SERVICES -SLUDGE	75,000.00	6,879.25	27,381.11	47,618.89	36.51
6565 - LICENSE FEE	2,900.00	937.63	937.63	1,962.37	32.33
6568 - CONTRACTED PUMPING SERVIC	19,000.00	0.00	7,272.00	11,728.00	38.27
6570 - TRIO SOFTWARE PURCHASE	1,300.00	0.00	1,084.11	215.89	83.39
6572 - OUTSIDE LAB TESTING	3,000.00	0.00	650.00	2,350.00	21.67
6574 - CONTRACT SERVICES-ENGINEE	5,000.00	999.00	5,936.25	-936.25	118.73
7881 - SANITARY SEWER REPAIRS/PA	3,000.00	0.00	0.00	3,000.00	0.00
7883 - SEWER LINE-PW MAINTENANCE	10,000.00	565.00	5,777.50	4,222.50	57.78
8050 - DEP/SRF ASSET MANAGEMENT	3,000.00	0.00	0.00	3,000.00	0.00
8053 - CSO MASTER PLAN UPDATE	3,758.00	0.00	0.00	3,758.00	0.00
<b>7100 - WWTP DEBT SERVICE</b>	<b>470,237.00</b>	<b>59,348.00</b>	<b>344,214.13</b>	<b>126,022.87</b>	<b>73.20</b>
2000 - 2011FR PRINCIPAL	60,869.00	0.00	0.00	60,869.00	0.00
2005 - 2011FR INTEREST	10,832.00	0.00	5,415.79	5,416.21	50.00
2010 - 2011FR ADMIN FEES	1,076.00	0.00	81.24	994.76	7.55
2012 - 2011FR DEP FEES	2,510.00	0.00	189.55	2,320.45	7.55
2060 - 2002FR PRINCIPAL	139,752.00	0.00	139,751.36	0.64	100.00
2063 - 2002FR ADMIN FEE	2,173.00	0.00	2,146.22	26.78	98.77
2065 - 2002FR INTEREST	10,082.00	0.00	3,329.90	6,752.10	33.03
2071 - 2017FS INTEREST	0.00	0.00	8,519.79	-8,519.79	----

### Expense Summary Report

Department(s): 7000 - 7100  
December

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
<b>7100 - WWWIP DEBT SERVICE CONTR</b>					
3010 - 2009S PRINCIPAL	49,105.00	0.00	49,104.34	0.66	100.00
3015 - 2009S INTEREST	4,892.00	0.00	2,568.70	2,323.30	52.51
3020 - 2009S DEP FEE	1,890.00	0.00	1,808.56	81.44	95.69
3025 - 2009S ADMIN FEE	810.00	0.00	775.10	34.90	95.69
3030 - 2010SR PRINCIPAL	47,326.00	0.00	0.00	47,326.00	0.00
3035 - 2010SR INTEREST	4,952.00	0.00	2,475.69	2,476.31	49.99
3040 - 2010SR ADMIN FEES	785.00	0.00	37.14	747.86	4.73
3045 - 2010SR DEP FEES	1,830.00	0.00	86.65	1,743.35	4.73
3070 - 2010FS - CW PRINCIP	61,740.00	0.00	61,739.89	0.11	100.00
3071 - 2010FS - CW INTERES	6,833.00	0.00	3,570.68	3,262.32	52.26
3072 - 2010FS - CW MMBB FE	1,029.00	0.00	979.66	49.34	95.21
3073 - 2010FS - CW DEP FEE	2,401.00	0.00	2,285.87	115.13	95.20
3074 - RD \$777k - PRINC 92-30	24,167.00	24,166.06	24,166.06	0.94	100.00
3075 - RD \$777k - INT 92-30	13,542.00	13,541.94	13,541.94	0.06	100.00
3076 - RD \$500K - PRINC 92-32	15,383.00	15,382.47	15,382.47	0.53	100.00
3077 - RD \$500K - INT 92-32	6,258.00	6,257.53	6,257.53	0.47	99.99
<b>Final Totals</b>	<b>1,005,735.00</b>	<b>109,699.22</b>	<b>567,670.25</b>	<b>438,064.75</b>	<b>56.44%</b>

# Expense Summary Report

Department(s): 8000  
December

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
<b>8000 - AMBULANCE</b>	<b>1,344,500.00</b>	<b>107,923.62</b>	<b>570,473.82</b>	<b>774,027.18</b>	<b>42.43</b>
5110 - PAYROLL - REGULAR WAGES	307,400.00	24,498.37	140,034.28	167,365.72	45.55
5115 - PAYROLL - OVERTIME WAGES	64,000.00	5,792.67	30,650.69	33,349.31	47.89
5120 - PAYROLL - PART TIME	71,500.00	9,219.08	29,991.54	41,508.46	41.95
5200 - BENEFITS-FICA/UC/WC	58,525.00	3,449.51	16,288.27	42,236.73	27.83
5201 - BENEFITS - LIFE/RETIREMEN	40,000.00	3,689.61	19,539.74	20,460.26	48.85
5202 - BENEFITS-HEALTH/DENTAL/IP	74,700.00	5,478.97	32,873.82	41,826.18	44.01
5203 - BENEFITS-FLEXIBLE SPENDING ACC	1,875.00	0.00	0.00	1,875.00	0.00
5204 - FF WAGE REIMBURSEMENT	30,000.00	2,500.00	15,000.00	15,000.00	50.00
5206 - ADMINISTRATIVE - MANAGER	18,600.00	1,781.50	9,292.48	9,307.52	49.96
5208 - ADMINISTRATIVE - FINANCE	7,120.00	682.25	3,556.74	3,563.26	49.95
5209 - ADMIN-PW MECHANIC	4,700.00	391.67	2,350.02	2,349.98	50.00
5210 - DUES	1,605.00	0.00	370.00	1,235.00	23.05
5340 - TELEPHONE	2,000.00	264.94	893.18	1,106.82	44.66
5350 - RENTAL FEES	13,520.00	1,126.67	6,760.02	6,759.98	50.00
5400 - CAPITAL OUTLAY-AMBULANCE	65,000.00	0.00	0.00	65,000.00	0.00
5510 - FUEL, OIL & LUBE	18,000.00	899.75	5,361.30	12,638.70	29.79
5530 - TIRES	3,000.00	870.08	1,219.44	1,780.56	40.65
5560 - VEHICLE MAINTENANCE	8,000.00	187.72	9,094.10	-1,094.10	113.68
5610 - OFFICE EQUIPMENT	2,200.00	51.08	1,557.25	642.75	70.78
5620 - AMBULANCE EQUIPMENT	21,000.00	760.31	760.31	20,239.69	3.62
5750 - RADIOS/REPAIR	900.00	0.00	474.00	426.00	52.67
5810 - OFFICE SUPPLIES	800.00	0.00	21.21	778.79	2.65
5820 - JANITORIAL SUPPLIES	500.00	47.93	47.93	452.07	9.59
5842 - SUPPLIES - OXYGEN	3,000.00	0.00	525.67	2,474.33	17.52
5844 - SUPPLIES - PHARMACY	3,500.00	152.52	233.85	3,266.15	6.68
5846 - SUPPLIES - MEDICAL	11,000.00	559.82	1,922.58	9,077.42	17.48
5852 - MEDICAL SCREENINGS	200.00	0.00	0.00	200.00	0.00
5855 - DRUG/ALCOHOL TESTING	620.00	62.00	124.00	496.00	20.00
5898 - LICENSES & FEES	900.00	0.00	160.00	740.00	17.78
6050 - TRAVEL	500.00	135.54	397.84	102.16	79.57
6216 - PROPERTY & CASUALTY	9,845.00	9,845.00	9,845.00	0.00	100.00
6410 - POSTAGE	300.00	0.00	0.00	300.00	0.00
6415 - ADVERTISING	1,000.00	0.00	0.00	1,000.00	0.00
6420 - CLOTHING - UNIFORMS	2,500.00	332.00	757.94	1,742.06	30.32
6470 - EDUCATION & TRAINING	7,000.00	0.00	25.00	6,975.00	0.36
6510 - LEGAL & AUDIT FEES	2,900.00	2,900.00	2,900.00	0.00	100.00
6550 - CONTRACT SERVICES - BILLI	26,500.00	1,479.19	8,663.20	17,836.80	32.69
6562 - CONTRACT SERVICES - MAINT	5,250.00	0.00	0.00	5,250.00	0.00
6564 - CONTRACT SERVICES - BACKU	600.00	0.00	300.00	300.00	50.00
6566 - CONTRACT SERVICES - CRH	350.00	0.00	0.00	350.00	0.00
9020 - MONITORS - PRINCIPAL	15,439.00	3,441.50	10,281.51	5,157.49	66.59
9025 - MONITORS - INTEREST	152.00	22.76	197.88	-45.88	130.18
9800 - CONTRACTUAL ALLOWANCE	395,000.00	30,904.96	174,150.19	220,849.81	44.09
9850 - AMBULANCE BAD DEBT	43,000.00	6,396.22	20,511.37	22,488.63	47.70
9950 - COVID-19 RELATED EXPENSES	0.00	0.00	13,341.47	-13,341.47	----
<b>Final Totals</b>	<b>1,344,500.00</b>	<b>107,923.62</b>	<b>570,473.82</b>	<b>774,027.18</b>	<b>42.43</b>

### Expense Summary Report

ALL Departments  
December

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
0098 - WATER DEPT	642,558.00	501,144.38	646,154.79	3,496.79	100.00
0170 - UNION TR PrN	0.00	0.00	0.00	0.00	----
0175 - DWSR 09FR PR	4,785.00	0.00	4,785.00	0.00	100.00
0177 - DWSR 07FS PR	32,661.00	0.00	32,660.71	0.29	100.00
0179 - DWSR 09SR PR	1,484.00	0.00	1,483.34	0.66	99.96
0188 - DWSR 09F PR	19,484.00	0.00	19,483.34	0.66	100.00
0190 - DW 10FS PR	12,742.00	0.00	12,741.66	0.34	100.00
0192 - DWSRF 12F	7,446.00	0.00	7,446.00	0.00	100.00
0193 - DWSR 16FR PR	20,933.00	0.00	20,933.00	0.00	100.00
0194 - DWSRF 17F PR	10,052.00	11,675.00	11,675.00	-1,623.00	116.15
0195 - FIRNAT PF PR	0.00	0.00	0.00	0.00	----
0197 - DWSR 08FR PR	81,833.00	0.00	81,832.84	0.16	100.00
0199 - BHBT PRINCIP	9,738.00	0.00	9,737.21	0.79	99.99
0200 - DWSR 14 PR	0.00	0.00	0.00	0.00	----
0201 - DWS 15FFR PR	7,824.00	0.00	7,823.72	0.28	100.00
0408 - REG ASSES TX	4,500.00	0.00	3,015.00	1,485.00	67.00
0410 - DUES	2,600.00	0.00	1,547.00	1,053.00	59.50
0420 - UNION TR INT	0.00	0.00	0.00	0.00	----
0421 - DWSR 09FR AD	240.00	0.00	239.26	0.74	99.69
0423 - DWSR 07FS AD	0.00	0.00	0.00	0.00	----
0425 - DWS 09SR AD	75.00	0.00	74.16	0.84	98.88
0426 - DWSR 17F INT	3,230.00	692.67	10,155.98	-6,925.98	314.43
0427 - DWSR 17F ADF	0.00	618.38	4,046.04	-4,046.04	----
0435 - FIRNAT PF IN	0.00	0.00	0.00	0.00	----
0439 - BHBT INTER.	2,067.00	0.00	2,066.84	0.16	99.99
0440 - DWSR 09F ADF	975.00	0.00	974.16	0.84	99.91
0442 - DWSR 12F	2,009.00	0.00	2,008.58	0.42	99.98
0443 - DWSR 14 AD	0.00	0.00	0.00	0.00	----
0444 - DWPSRF 14 AD	0.00	0.00	0.00	0.00	----
0445 - DW 15FFR INT	1,331.00	625.90	1,290.92	40.08	96.99
0446 - DW 16FR INT	3,858.00	0.00	3,858.00	0.00	100.00
0447 - DW 15FFR AD	427.00	31.29	455.73	-28.73	106.73
0448 - DW 16FR AD	1,240.00	0.00	1,239.55	0.45	99.96
5110 - REGULAR P/R	135,000.00	9,984.00	124,772.00	10,228.00	92.42
5115 - OVERTIME P/R	3,500.00	159.30	3,837.48	-337.48	109.64
5120 - ONCALL STIPN	2,600.00	200.00	1,900.00	700.00	73.08
6017 - SH-CLER PAY	11,987.00	2,095.63	11,759.76	227.24	98.10
6018 - SH-MGER PAY	8,963.00	1,566.54	8,791.56	171.44	98.09
6019 - SH-FDIR PAY	14,633.00	2,557.80	14,354.19	278.81	98.09
6046 - FR BENE-REG	75,000.00	5,591.04	69,872.30	5,127.70	93.16
6047 - FR BENE-O/T	800.00	20.93	439.24	360.76	54.91
6048 - EMP BENEFITS	15,441.00	2,603.56	14,944.04	496.96	96.78
6151 - PURCHD POWER	18,000.00	2,474.16	25,896.17	-7,896.17	143.87
6202 - MAT/SUP OFFC	1,800.00	1.79	1,272.56	527.44	70.70
6204 - CHEMICALS	19,000.00	872.40	14,442.13	4,557.87	76.01
6205 - MAT/SUP MANT	11,500.00	1,087.16	9,181.47	2,318.53	79.84
6206 - MAT/SUP OPER	2,500.00	139.26	4,446.34	-1,946.34	177.85
6207 - SUPP/CST ACC	8,000.00	0.00	4,557.02	3,442.98	56.96

### Expense Summary Report

ALL Departments  
December

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
<b>6098 - WATER DEPT CONTD</b>					
6208 - MAT/SU AD/GN	500.00	19.47	436.81	63.19	87.36
6209 - MDOT WATREPR	400.00	0.00	250.00	150.00	62.50
6318 - C/S ENGINEER	7,500.00	0.00	1,121.68	6,378.32	14.96
6328 - C/S AUD-COMP	14,000.00	1,715.95	13,345.56	654.44	95.33
6351 - C/S WATER TR	25,000.00	188.30	18,579.90	6,420.10	74.32
6358 - C/D DIST SYS	16,000.00	1,080.71	46,964.47	-30,964.47	293.53
6400 - BLD MNT/REPR	2,000.00	0.00	12.24	1,987.76	0.61
6426 - RENTAL EQUIP	0.00	0.00	0.00	0.00	----
6506 - TRANSPRT EXP	4,000.00	125.94	2,967.77	1,032.23	74.19
6598 - PROP-CAS INS	3,400.00	3,400.00	3,400.00	0.00	100.00
6608 - GEN-ADMN ADV	1,000.00	0.00	529.20	470.80	52.92
6751 - MS EX S-TEST	4,000.00	444.90	3,250.30	749.70	81.26
6755 - TRAINING	800.00	0.00	255.00	545.00	31.88
6757 - HEATING FUEL	3,500.00	172.30	3,002.56	497.44	85.79
6758 - MISC EXPENSE	200.00	0.00	0.00	200.00	0.00
6765 - CONTINGENCY	0.00	0.00	0.00	0.00	----
<b>Final Totals</b>	<b>642,538.00</b>	<b>50,144.38</b>	<b>646,154.73</b>	<b>3,396.73</b>	<b>100.56</b>

Approved Date	Project Description	Approved Cost	Costs Spent To Date	Funding Source	Status	Notes
FY21 Budget	Chain Link Fence - Splashpad & Milltown Playground	1,700.00		E 0650-1030 Rec CIP Expense	In Progress	Fencing installed, bill still to be paid
FY21 Budget	Chain Link Fence - Splashpad & Milltown Playground	6,000.00		E 0230-5555 Equip/Site Maint Expense	In Progress	Fencing installed, bill still to be paid
FY21 Budget	Red Beach Fire Truck (used)	30,000.00		E 0650-1025 Fire CIP Expense	In Progress	Still searching for used vehicle. Lost an auction due to lack of funds and the purchase approved at last meeting fell through
FY21 Budget	Fascia Board Painting - City Bldg	10,000.00		E 0650-1050 Admin CIP Expense	Hold	Bid out - No bids received by 7/16/20 meeting
FY21 Budget	Brick Repointing - Church St Side City Bldg	15,000.00		E 0650-1050 Admin CIP Expense	Hold	Bid out - Bid rejected 7/16/20
FY21 Budget	Brick Repair - Library	15,000.00		E 0650-1029 Library CIP Expense	Hold	Bid out - Bid rejected 7/16/20
FY20 Budget	Beautification	10,000.00		G 01-4220-00 PW CIP Reserve	Hold	
FY21 Budget	Sidewalk Machine Repairs	32,000.00	30,985.56	E 0650-1040 PW CIP Expense \$25,000 E 0650-1055 Other CIP Expense \$7,000	Completed	Parts for the sidewalk machine have been received and installed.
FY20 Budget	Salt Shed	41,500.00	39,847.00	G 01-4220-00 PW CIP Reserve \$25,000 E 0650-1040 PW CIP Expense \$16,500	Completed	Building is up. Installer will come back in Spring to install door opener once power has been run.
09/10/20	Diagnostic Analyzer	6,190.00	6,190.00	Fire and PW Equip Lines \$,2063.33 each E 0650-1055 Other CIP Proj \$2,063.33 (PD)	Completed	
09/24/20	Salt Shed Paving	7,392.00	7,392.00	E 0650-5478 Bituminous \$2,836.52 E 0650-1055 Other CIP Proj \$4,555.48	Completed	
09/10/20	Thermal Imaging Cameras	5,810.00	5,700.00	Balance of Forestry Grant and Undesg Fund	Completed	
03/12/20	Docks	6,000.00	5,940.68	E 0650-1055 Other CIP Proj \$5,940.68	Completed	
	Downtown Security Cameras	3,098.36	3,098.36	E 0650-1055 Other CIP Proj \$3,108.36	Completed	
11/19/20	Kubota Tractor (Rec)	8,675.00	8,675.00	E 0230-6620 Rec Program Expense	Completed	Been ordered, should be available in January
11/19/20	Sidewalk Machine Rental	10,600.00	5,300.00	E 0410-5550 PW Outside Parts & Labor	Completed	2 months rental has been paid
11/19/20	Ambulance Repair	6,000.00	5,839.40	Approved to overspend Vehicle Maint Line	Completed	

<b>Other Capital Projects Account</b>		
As of 01/12/2021		Balance
FY 21 Budgeted Amount:		140,000.00
As Expended:		
Diagnostic Analyzer (Police)	2,063.33	
Dock Floats	5,940.68	
Salt Shed Paving	4,555.48	
Downtown Cameras (deposit)	3,098.36	
Used Dump Truck	29,900.00	
Additional Sidewalk Machine Repairs	4,511.56	
Total Expended To-Date		50,069.41
	Subtotal	89,930.59
As Committed:		
Total Committed To-Date		-
Total Remaining Balance		89,930.59





LOAN PAYMENT RECORD

LOAN NAME	#	LOAN DATE	AMT OF LOAN	MIN PYMT	TERM	INT	PYMT	DATE	PYMT	DATE	PYMT	DATE	PYMT	DATE	PYMT	DATE	BALANCE
JULIANNA'S	171	9/14/2007	10000.00	199.19	5	7.25%											9,407.53
RALPH'S HAIR SALON	179	10/9/2013	10000.00	185.30	5	4.25%											8,458.86
STATE CINEMAS	180	3/6/2014	15000.00	277.94	5	4.25%											1,288.19
JO'S PIZZA	323	6/13/2013	120000.00	786.12	15	2.25%											69,635.70
HAIR SHANTY	324	12/30/2011	60000.00	393.05	15	2.25%											34,896.85
GREG POLLOCK	335	5/30/2013	70500.00	656.62	10	2.25%											32,634.84
ST. CROIX CLUB	334	12/18/2009	70000.00	465.70	10	2.25%											44,385.99
CIA (PAUL HOWBRIGG)	336	9/4/2014	80000.00	745.10	10	2.25%											31,351.03
JOHN & RHONDA CHAMBERS	337	10/20/2014	40000.00	372.55	10	2.25%											16,639.60
SEAVEY PROPERTIES	339	1/31/2018	129881.59	910.17	15	3.25%											114,250.13
SEAVEY PROPERTIES (#2)	340	10/24/2018	100000.00	0.00	15	0.00%											92,785.64
CAL & AMY JEANROY	341	11/28/2018	101538.48	1011.21	15	3.75%											101,538.48
							4564.77		3005.76		1723.04		1600.98		3985.79		557,272.84

CITY OF CALAIS - AMBULANCE  
INCOME STATEMENT - CASH BASIS

	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Total FY21
<b>CASH RECEIPTS</b>													
Commercial Insurance	12,340.77	13,332.78	9,844.92	22,117.26	12,489.52	20,173.61	-	-	-	-	-	-	90,298.86
Maine Care	12,360.07	15,765.51	14,162.90	15,209.97	5,589.82	17,641.32	-	-	-	-	-	-	80,729.59
Medicare	43,129.12	33,095.15	28,581.20	42,248.84	33,530.69	35,166.41	-	-	-	-	-	-	215,751.41
Self-Pay	3,391.39	2,205.30	1,667.64	1,187.86	3,299.51	3,515.59	-	-	-	-	-	-	15,267.29
VA	553.00	2,728.65	-	5,787.15	13,711.04	89.92	-	-	-	-	-	-	22,869.76
Stipends	6,262.83	2,603.25	525.25	2,166.25	525.25	525.25	-	-	-	-	-	-	12,608.08
Bad Debts/Pymt Arrangements	173.33	911.02	970.80	596.86	985.57	4,110.00	-	-	-	-	-	-	7,747.58
Deposits in Transit	2,042.20	(579.94)	2,663.99	(8,005.66)	8,288.49	(9,062.56)	-	-	-	-	-	-	(4,653.48)
Interest Income	78.74	84.94	69.22	80.90	88.73	38,401.18	-	-	-	-	-	-	38,803.71
<b>Total Calais &amp; NWSARAS Receipts</b>	80,331.45	70,146.66	58,485.92	81,389.43	78,508.62	110,560.72	-	-	-	-	-	-	479,422.80
Less NWSARAS receipts	(17,069.56)	(11,980.91)	(9,266.57)	(10,670.30)	(9,961.22)	(11,180.29)	-	-	-	-	-	-	(70,128.85)
<b>Total Calais Only Cash Receipts</b>	63,261.89	58,165.75	49,219.35	70,719.13	68,547.40	99,380.43	-	-	-	-	-	-	409,293.95
<b>CASH EXPENSES</b>													
Payroll - Regular Wages	21,720.25	22,204.65	27,432.31	22,148.25	22,030.45	24,498.37	-	-	-	-	-	-	140,034.28
Payroll - Overtime Wages	4,474.68	2,708.19	6,627.34	5,143.11	5,904.70	5,792.67	-	-	-	-	-	-	30,650.69
Payroll - Part Time	4,913.06	4,147.26	3,927.47	3,496.42	4,288.25	9,219.08	-	-	-	-	-	-	29,991.54
Benefits - FICA/UC/WC	2,453.24	2,305.61	3,117.34	2,430.43	2,532.14	3,449.51	-	-	-	-	-	-	16,288.27
Benefits - Life/Retirement	3,015.59	2,808.85	3,813.88	3,037.90	3,173.91	3,689.61	-	-	-	-	-	-	19,539.74
Benefits - Health/Dental/IP	5,139.51	5,818.43	5,478.97	5,478.97	5,478.97	5,478.97	-	-	-	-	-	-	32,873.82
Benefits - Flexible Spending Acct	-	-	-	-	-	-	-	-	-	-	-	-	-
FF Wage Reimbursement	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	-	-	-	-	-	-	15,000.00
Administrative - Manager	1,432.37	1,432.37	1,781.50	1,432.37	1,432.37	1,781.50	-	-	-	-	-	-	9,292.48
Administrative - Finance	548.06	548.06	682.25	548.06	548.06	682.25	-	-	-	-	-	-	3,556.74
Admin - PW Mechanic	391.67	391.67	391.67	391.67	391.67	391.67	-	-	-	-	-	-	2,350.02
Dues	370.00	-	-	-	-	-	-	-	-	-	-	-	370.00
Telephone	90.40	207.66	147.44	91.94	90.80	264.94	-	-	-	-	-	-	893.18
Rental Fees	1,126.67	1,126.67	1,126.67	1,126.67	1,126.67	1,126.67	-	-	-	-	-	-	6,760.02
Capital Outlay - Ambulance	-	-	-	-	-	-	-	-	-	-	-	-	-
Fuel, Oil & Lube	766.76	767.78	1,367.97	1,000.10	558.94	899.75	-	-	-	-	-	-	5,361.30
Tires	(289.36)	578.72	-	-	60.00	870.08	-	-	-	-	-	-	1,219.44
Vehicle Maintenance	-	380.78	1,895.97	769.83	5,859.80	187.72	-	-	-	-	-	-	9,094.10
Office Equipment	51.08	51.08	1,081.88	51.08	271.05	51.08	-	-	-	-	-	-	1,557.25
Ambulance Equipment	-	-	-	-	-	760.31	-	-	-	-	-	-	760.31
Radios/Repair	-	474.00	-	-	-	-	-	-	-	-	-	-	474.00
Office Supplies	21.21	-	-	-	-	-	-	-	-	-	-	-	21.21
Janitorial Supplies	-	-	-	-	-	47.93	-	-	-	-	-	-	47.93
Supplies - Oxygen	-	142.27	162.39	-	221.01	-	-	-	-	-	-	-	525.67
Supplies - Pharmacy	-	-	67.85	13.48	-	152.52	-	-	-	-	-	-	233.85
Supplies - Medical	134.16	183.86	469.32	318.23	257.19	559.82	-	-	-	-	-	-	1,922.58
Medical Screenings	-	-	-	-	-	-	-	-	-	-	-	-	-
Drug/Alcohol Testing	-	-	-	62.00	-	62.00	-	-	-	-	-	-	124.00
Licenses & Fees	-	120.00	142.30	-	-	160.00	-	-	-	-	-	-	160.00
Travel	-	-	-	-	-	-	-	-	-	-	-	-	397.84
Property & Casualty	-	-	-	-	-	9,845.00	-	-	-	-	-	-	9,845.00

CITY OF CALAIS - AMBULANCE  
INCOME STATEMENT - CASH BASIS

	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Total FY21
<b>CASH EXPENSES - CONT.</b>													
Postage	-	-	-	-	-	-	-	-	-	-	-	-	-
Advertising	-	-	-	-	-	-	-	-	-	-	-	-	-
Clothing - Uniforms	-	-	-	119.99	305.95	332.00	-	-	-	-	-	-	757.94
Education & Training	-	-	-	25.00	-	-	-	-	-	-	-	-	25.00
Legal & Audit Fees	-	-	-	-	-	2,900.00	-	-	-	-	-	-	2,900.00
Contract Services - Billing	-	1,522.21	1,959.19	2,024.46	1,678.15	1,479.19	-	-	-	-	-	-	8,663.20
Contract Services - Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	300.00
Contract Services - Backup	-	-	-	300.00	-	-	-	-	-	-	-	-	-
Contract Services - CRH	-	-	-	-	-	-	-	-	-	-	-	-	-
Contract Services - Principal	-	3,410.35	1,714.11	1,715.55	-	3,441.50	-	-	-	-	-	-	10,281.51
Monitors - Principal	-	140.52	18.02	16.58	-	22.76	-	-	-	-	-	-	197.88
Monitors - Interest	215.98	3,053.60	4,038.90	5,022.44	1,010.55	-	-	-	-	-	-	-	13,341.47
COVID-19 Expenses	49,075.33	57,024.59	69,944.74	59,264.53	59,880.63	80,622.44	-	-	-	-	-	-	375,812.26
<b>Total Cash Expenses</b>													
<b>OTHER CASH EXPENDED</b>													
Capital Asset Purchases	-	-	-	-	-	-	-	-	-	-	-	-	-
Previously Recorded Cash	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Other Cash Expended</b>													
<b>Net Cash from Operations - Inc/(Loss)</b>	14,186.56	1,141.16	(20,725.39)	11,454.60	8,566.77	18,757.99	-	-	-	-	-	-	33,481.69

CITY OF CALAIS  
CALAIS AMBULANCE CASH FLOW FY17/18

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	TOTAL TO DATE
<b>REVENUES:</b>													
Commercial Insurance	12,340.77	13,332.78	9,844.92	22,117.26	12,489.52	20,173.61							90,298.86
Maine Care	12,360.07	15,765.51	14,162.90	15,209.97	5,589.82	17,641.32							80,729.59
Medicare	43,129.12	33,095.15	28,581.20	42,248.84	33,530.69	35,166.41							215,751.41
Self-Pay	3,391.39	2,205.30	1,667.64	1,187.86	3,299.51	3,515.59							15,267.29
VA	553.00	2,728.65	0.00	5,787.15	13,711.04	89.92							22,869.76
<b>Total Caribou Deposits (per report)</b>	<b>71,774.35</b>	<b>67,127.39</b>	<b>54,256.66</b>	<b>86,551.08</b>	<b>68,620.58</b>	<b>76,586.85</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>424,916.91</b>
Stipends	6,262.83	2,603.25	525.25	2,166.25	525.25	525.25							12,608.08
Pymt Arrange/Bad Debt Pymts	173.33	911.02	970.80	596.86	985.57	4,110.00							7,747.58
Prior Month EFT (on Caribou report)	(14,321.35)	(19,027.91)	(15,246.88)	(18,603.24)	(10,253.44)	(19,528.95)							(96,981.77)
Current Month EFT (not on report)	16,363.55	17,557.09	18,623.24	10,253.44	17,907.15	11,069.44							91,773.91
Misc Inc (Interest, Med Records, etc)	19.40	22.70	0.00	0.00	2.16	38,319.54							38,363.80
Loans/Adj/Patient Refunds	0.00	890.88	(712.37)	344.14	634.78	(603.05)							554.38
<b>Total Receipts per Bank Statement</b>	<b>80,272.11</b>	<b>70,084.42</b>	<b>58,416.70</b>	<b>81,308.53</b>	<b>78,422.05</b>	<b>110,479.08</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>478,982.89</b>
Interest Income	59.34	62.24	69.22	80.90	86.57	81.64							439.91
NWSARAS receipts included above	(17,069.56)	(11,980.91)	(9,266.57)	(10,670.30)	(9,961.22)	(11,180.29)							(70,128.85)
Loan Funds Received	0.00	0.00	0.00	0.00	0.00	0.00							0.00
<b>TOTAL CALAIS CASH IN</b>	<b>63,261.89</b>	<b>58,165.75</b>	<b>49,219.35</b>	<b>70,719.13</b>	<b>68,547.40</b>	<b>99,380.43</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>409,293.95</b>
<b>OPERATING EXPENSES:</b>													
Operating Expenses	49,075.33	57,024.59	69,944.74	59,264.53	59,880.63	80,622.44	0.00	0.00	0.00	0.00	0.00	0.00	375,812.26
Capital Asset Purchases	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL CALAIS CASH OUT</b>	<b>49,075.33</b>	<b>57,024.59</b>	<b>69,944.74</b>	<b>59,264.53</b>	<b>59,880.63</b>	<b>80,622.44</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>375,812.26</b>
<b>NET CASH FROM OPERATIONS (CALAIS)</b>	<b>14,186.56</b>	<b>1,141.16</b>	<b>(20,725.39)</b>	<b>11,454.60</b>	<b>8,666.77</b>	<b>18,757.99</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>33,481.69</b>
<b>MONTHLY BILLINGS (CALAIS ONLY)</b>													
Commercial Insurance	22,772.20	34,693.00	28,104.60	23,982.60	16,323.80	31,839.80							157,716.00
Maine Care	16,417.40	22,777.20	21,209.60	12,540.80	11,264.00	21,913.00							106,122.00
Medicare	29,621.00	23,688.40	46,764.80	46,193.60	29,864.60	35,937.40							212,069.80
Self-Pay	3,300.40	7,124.60	6,541.80	6,050.60	5,369.80	3,329.60							31,716.80
	72,111.00	88,283.20	102,620.80	88,767.60	62,822.20	93,019.80	0.00	0.00	0.00	0.00	0.00	0.00	507,624.60
													70.50%

### Exp / Rev Summary Report

Department(s): 6000 - 8000

December

Account	Budget	Current Month	Year To Date	Balance	Percent
6000 NWSARAS AMB					
Revenue Total	239,460.00	10,687.71	94,491.49	144,968.51	39.46
Expense Total	285,483.00	19,915.90	103,271.98	182,211.02	36.17
<b>Net Profit / (Loss)</b>	<b>(46,023.00)</b>	<b>(9,228.19)</b>	<b>(8,780.49)</b>	<b>37,242.51</b>	
8000 AMBULANCE					
Revenue Total	1,344,936.00	93,774.11	525,353.50	819,582.50	39.06
Expense Total	1,344,501.00	117,923.62	570,473.82	774,027.18	42.43
<b>Net Profit / (Loss)</b>	<b>435.00</b>	<b>(24,149.51)</b>	<b>(45,120.32)</b>	<b>(45,555.32)</b>	

\*NOTE: The Year To Date column reflects Net Income/(Loss) on an accrual basis, which is the same basis as the financial statements. This report does not include accounting estimates (such as depreciation, accruals for vacation, payroll and interest or an amount for uncollectible accounts) that are included in the financial statements.

Calais EMS Expenses Paid to City	
	Year-to-Date
Nov 2020	15,000.00
FF Wage Reimbursement	2,500.00
Manager Wages/Benefits	1,781.50
Finance Director Wages/Benefits	682.25
Mechanic Wages/Benefits	391.67
North St. Building Rent (25% of budget)	1,126.67
	<u>6,482.09</u>
	<u>36,959.26</u>

## Assessing and Code Enforcement Department

### Monthly Report

December 2020

For the last month I have continued to work on the daily tasks and transfers as we get them in.

I have not written any additional abatements. The total for abatements is still at \$2,209.67.

Since the last update on Code; I have approved 2 permits, giving an additional \$50 in revenue. I have dealt with a few complaints on houses that are not in great shape.

- 31 Price Street is one that I got a complaint from the tenants; results that it is not dangerous (yet) but should be repaired soon; I have certified mailed a letter to the property owner.
- 171 South Street is still an issue; I will have more of an update on this for the agenda.
- 489 South Street I have not been able to get in to inspect; but does have a pending complaint of possible structure issues.

I would like to mention that the new owner of 536 Main Street is doing a great job at renovating this building. He has kept in contact with me to give updates on where he is on this renovation. The newest update is "We got the new roof up and secured, but ran out of time to shingle. The membrane on the sheathing is good to last this winter and I plan on returning to Calais in the spring to finish the shingles and start cleaning up the outside of the house."

I have also been keeping up with COVID-19 complaints. Although it is the State that would be enforcing any businesses to comply with the executive orders; I have been attempting to talk to the businesses first so they do not have to deal with the State on the matter; as in my opinion our businesses have enough to worry about at this time.

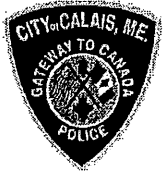
I am very pleased to let you know I have passed at least three exams for code certifications! The state is a bit behind on things so hopefully I will have the result for the fourth exam soon.

My current projects that I am attempting to get done before my "busy" assessing season begins are; compounding a list of city property for the property committee, working on ordinances, and updating the parcel viewer.

# Monthly Permit Report

Dec-20

Permit # / Description	RE Account #	Owner/Applicant/Address	Date of Permit	Fee
2020-70 24x24 GARAGE ON SLAB AND 20X16 DECK (REPLACING EXISTING DECK)	1509	AROOSTOOK MENTAL HEALTH CENTER 127 PALMER ST	12/11/2020	25.00
2020-69 10x12 SHED ON POST	2080	LOIS E & NILES Chris & Kevin Niles 193 CARSON RD	12/07/2020	25.00



**Chief David Randall**  
**Calais Police Department**  
P.O. Box 413  
Calais, Maine 04619  
207-454-2752  
Fax: 207-454-2764

## Calais Police Department December 2020 Monthly Report

During the month of December we issued several warnings to vehicle that were parked on the roadway over night. After consulting the City Manager and Public Works Director we decided to get a jump on the parking issue before the snow plowing season.

We are still working toward replacing UCR (uniform Crime Reporting) to NIBRIS (National Incident-Based Reporting System) this is a mandatory changeover per the federal government. We are supposed to be completely changed over by January 2021.

OWN Update: During the month of December the Calais Police Department have been working several illegal drug leads. We are also working with area department passing on information about activity outside our area.

During the month we assisted Calais Fire- EMS five times, Baileyville PD twice, Maine State Police once, Probation and Parole once, and Indian Township PD twice.

Training: All officers have finished their Maine Criminal Justice Academy mandatory training as well as their Department of Labor training. I will be starting my yearend report to the Maine Criminal Justice Academy by the end of the month as mandated by law.

Special Details: On the 4<sup>th</sup> of December we assisted the Lioness with their annual Christmas Parade. I would say that it was one of the largest turn outs I have seen since they have been having them.



December Statistics

	2018	2019	2020
Incidents	199	156	175
Accidents	20	10	6
Arrest-Booking-Charged	18	19	28

Chief David Randall  
Calais Police Department



PO Box 413 • Calais, ME 04619 • Tel 207-454-7400 or 207-214-9250 • Fax 207-454-8816

To: City Council  
From: Ken Clark, Fire Chief  
Re: December 2020 Calais Fire-EMS Update  
Date: January 08, 2021

1. Calls for service
  - Fire and Rescue calls 34
  - Runs out of Danforth 16
  - Transfers from Central 31
  - Emergencies from Central 55
  - Other calls for service 42
  - Burning permits issued 49

2. Training hours  
Monthly training for December was canceled due to members under isolation for an exposure to a positive case of Corona virus.

Activities for the month:

We became a vaccination site for Covid-19 virus. This allowed us to vaccinate all of our EMS licensed clinicians. Since we became a vaccination site, Maine EMS sent us enough vaccine to do all of the EMS licensed people in the area. This was a huge undertaking that we could not have done without the help from Karen Clark and Dwayne Lee Philbrook. They stepped up and took on extra duties to allow us the opportunity to vaccinate our members to make them as safe as possible.

We received a few calls about the Earth Quake by Moneymaker Lake. One in particular that was doing a "fact check" that inquired about a bomb that was dropped to wipe out 10,000 Chinese Troops. I couldn't confirm this fact.

Thank you for the gift card over the Christmas season.

We assisted the Public Works Department with flushing a culvert on the Shattuck Road. I am still looking to hire Part time and on-call drivers, firefighters and EMT's. Most of our on-call members live outside of town. These members are very helpful but they have a delay in response time. This is very difficult and dangerous line of duty, but it can be very rewarding. This is an excellent opportunity for our residents to support our community.

Following is a detailed list of attendance:



PO Box 413 • Calais, ME 04619 • Tel 207-454-7400 or 207-454-8815 • Fax 207-454-8816

December 2020 Fire - Rescue – EMS Activity

Calais Station (Ambulance), Emergencies: 55 Transfers: 31 Vaccines: 10 Total: 96  
 Danforth Station (Ambulance Calls), Emergencies: 15 Transfers: 1 Total: 16

Fire and Rescue Emergency Calls: Total: 34

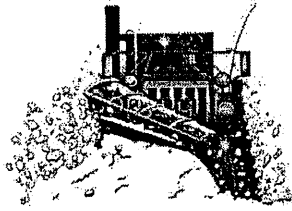
EMS ( Rescue ) Assist/Station Coverage	12
Cooking Fire	1
Fire Alarm/C/O Alarm Activations	8
Chimney Fire	1
Public Assist	2
Motor Vehicle Crash	1
Smoke in a Building	1
Agency Assist (PWD & PD)	6
Structure Fire M/A St Stephen	1
Propane Leaking	1

Fire Officer (EMS Coverage) 142 Hours, (Response & Transfer) 22 Hours

Engine 1 Responses	12 in Calais, 1 to SSFD
Ladder 1 Responses	9 in Calais
Squad 1 Responses	9 in Calais
Car 1 Responses	7 in Calais, 1 to SSFD
Engine 2 Responses	1 in Calais
CFD Station Response (Cover)	18 at Central Station
Brush 1 Responses	1 in Calais
Rescue 1 Responses	33 Emergencies, 8 Transfers
Rescue 2 Responses	5 Emergencies, 12 Transfers
Rescue 3 Responses	7 Emergencies, 11 Transfers
Rescue 4 Responses	10 Emergencies 0 Transfer

Burning Permits: 49 Training Hours: 8 Non Emergency Complaints: 32

CALAIS PUBLIC WORKS



DECEMBER 2020

Here it is the end of December and we have only had to plow twice (Jinks). I should have never said that but the crew does love the OT. David and I traveled to Lewiston on the 3<sup>rd</sup> to pick up the rental sidewalk machine. It works fine on small amounts of snow not so well with deep snow, it is too light to push the heavy snow the plows put on the sidewalks. On the 4<sup>th</sup> we spent some time backflushing the sewer on Hinkley Hill that goes to the Methodist Church. That 4" service collects from two houses and the church. It had a lot of grease in it that nobody flushed. I had Centerline Utility Locators come on the 14<sup>th</sup> to mark out the location of the pipe for the sewer project this summer as well as inspect for more grease. It was clear but did have a sag in the pipe. We spent some time trying to flush the drain line on Garfield St by Willow. We were unable to get through. We dug the area close to the bad spot and installed a clean out and found a lot of roots. We had Allens come with their high pressure flusher to clear the roots. We will be digging the line this summer to repair where the roots are entering the line. I'm happy to say the line is in the sidewalk so we don't have to dig up the new pavement. Also, this month the wreaths were put up and the banners were changed downtown. I had a couple guys along with the assistance of the fire department clean the gutter at the library. We removed a dangerous tree on Calais Ave and hired David to remove one on Summer St. The crew changed ceiling tiles in the City Managers office as well as Haley's. We still have a couple rooms to do. This month with little to no snow we were able to do some ditching. It was done on Higgins Farm Road, The Industrial Park Road and some on Union Street by Ace. Two of the guys spent a couple days trimming brush behind the sidewalks that was overhanging the sidewalks. I hired Travis Pelletier to fill the vacancy we had due to Jims retirement. I believe he will fit in well and do an excellent job for us.

TRANSFER STATION,

The transfer station was a bit slower this month than in the past few. We sent out 4 blue bag, 1 city, 2 demo bins. We didn't send a recycling or metal bin. The sale of blue bags totaled \$265.50 and tipping fees collected was \$139.00. The free day seemed to be slower this year also.

CEMETERY,

During December David had 1 burial and 2 cremations.

Respectfully Submitted

Robert Seelye

Public Works Director

Rec Basketball will be starting up next week. We will be following all the CDC and MPA guidelines. Registration began last week, and we will be picking teams Thursday Jan 14<sup>th</sup>, and Friday Jan 15<sup>th</sup>. This year we will not be holding try-outs to limit large numbers at the Rec Center.

Men's league will start Sunday Jan 24<sup>th</sup>. This season we will only have four teams to allow time between games to clean and disinfect the gym. We will be following CDC and MPA guidelines.

This years State Cheer Comp has been canceled. I am looking into doing a smaller comp virtually this year. We will start our cheer teams after rec basketball is over

There will be no Elementary School Basketball League, Jr High Basketball, or Travel Team Basketball this season.

Adult Coed Volleyball will start after men's basketball finishes.

The Rec Centers new paint job should be complete by the end of the week.

The Ice-Skating rinks are up. The Main St rink was put up last Thursday and filled last Friday. We have added more water this week, all we need is cold weather and it will be ready to go. Unfortunately, some people walked on the Milltown rink after it started freezing up and made a mess. I have been adding water and knocking down the ice chunks. Hopefully by next week we will be able to skate on it again.

Sincerely,

Craig Morrison  
Calais Rec. Director

## Monthly Report

December 2020

### CALAIS FREE LIBRARY

# Visitors: 366

# Adult Circulation: 561

# Memberships: Adult 4

# ILL's Received: 129

#eBook Downloads: 25

Children's: 239

Non-Resident: 2

Sent: 280

Audio: 76

Renewals: 198

What a year 2020 was! For the most part, THE CALAIS FREE LIBRARY had a good month. We are waiting for the day that we will again be able to offer programs and to have children in the library.

Holidays and library closure days: Closed at 2 pm on December 24th and reopened on December 29th. Closed at 2 pm on December 31st and reopened on January 5th, 2021. All of the library staff wish to extend a **thank you** to the library Trustees, City Manager Mike Ellis, and members of the City Council for granting us the opportunity to have a bit of time off over Christmas and the New Year. It was greatly appreciated !

Children's librarian position: This position has remained vacant since the beginning of April. After various advertising approaches for a children's librarian, Joyce feels that she has received a few applications that warrant an interview. Joyce is planning to hold interviews near the end of January.

Virtual programming: Joyce has been brainstorming with the staff and other libraries on virtual programming ideas that will meet the needs of the community at large.

Joyce has also added new fiction and non-fiction books to the collection along with books on CD, for people's enjoyment.

Staff librarian Sally Moir is very much into decorating for Christmas. This past month of December was no different. Actually, she started the decorating approximately the second week of November on and off. Jokingly, I was able to hold her back until after Thanksgiving was respectfully recognized. All the library staff helped with the decorating. Many visitors stated that everyone needed festivity after this difficult year. When the Community Development Revitalization Coalition (CDRC) announced the light up the community contest, Joyce felt that the library should definitely be a part of this community wide challenge. This is where our library custodian Dan Dineen was instrumental in helping out. He provided the timers so we could set the lights to be on or off at particular times of the day and night. Dan also assisted in putting the lights, etc...

in the windows to display. I hope the light displays will be an annual tradition for the community to participate in.

The staff continue to quarantine items for 72 hours and to wipe all contact surfaces. . This includes bathrooms, door knobs, circulation counter, photocopier, etc.... Visitors are also required to wear a mask and also to wear vinyl gloves and/or hand sanitizer. We have these available if someone does not have them.

### Status/Number of libraries Open/Closed/Limited Services as of 12/15/2020

Libraries open to the public - All Services = 32

Libraries open to the public - Limited Services = 83

Libraries closed to the public - offering curbside and ILL only = 75

Libraries closed to the public = 4

Library buildings = 260

Libraries reporting = 194

Libraries not reporting = 66

These statistics are updated frequently via Maine State Library website.

# OLVER ASSOCIATES INC.

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ENVIRONMENTAL  
290 MAIN STREET

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ENGINEERS  
WINTERPORT, MAINE

MONTHLY OPERATIONS REPORT  
FOR  
CALAIS POLLUTION CONTROL FACILITY

NOVEMBER, 2020



## 1. OVERVIEW

This report summarizes the major activities that occurred, and the issues that were addressed, at the Calais Pollution Control Facility for the month of November, 2020. The facility was in complete compliance with all license standards. All ten pump stations were also in complete compliance.

## 2. REGULATORY COMPLIANCE

The effluent total suspended solids (TSS) at the treatment plant averaged 1.2 mg/l (milligrams per liter) versus a license limit of 30 mg/l. The maximum effluent TSS result for the month was 4.7 mg/l versus a license limit of 50 mg/l. The TSS percent removal was excellent at 99%. (The minimum removal rate is 85%.)

Effluent biochemical oxygen demand (BOD) at the treatment plant averaged 7.0 mg/l versus a license limit of 30 mg/l. The maximum effluent BOD result for the month was 8.1 mg/l versus a license limit of 50 mg/l. The BOD percent removal was excellent at 95%. (The minimum removal rate is 85%.)

## 3. PROCESS CONTROL/SAFETY

The plant's effluent quality has continued to be excellent and its process control values were within the desired ranges for most parameters monitored for the month.

## 4. MAINTENANCE / HOUSEKEEPING

Key areas of focus during November included the following projects:

- Pulled and unplugged influent pumps on several occasions.
- Replaced pump at South Street Pump Station.
- Drained and cleaned sludge digester.
- Completed quarterly inspection of Mahar Lane cross country line.
- Pulled influent grinder and completed quarterly inspection.
- Completed monthly preventative maintenance.
- Completed monthly safety checks.

#### **4-744 Snow Removal**

No vehicle, boat, camper or trailer shall be parked at any time on any public street or city owned parking lot so as to interfere with or hinder the removal of snow from said street or parking lot by the City plowing or loading and hauling. The Chief of Police may cause any vehicle to be removed from the street or parking lot and placed in a suitable parking space off the street or parking lot, at the expense of the owner of such vehicle, and without the City being liable for any damages that may be caused by such removal. For the purpose of facilitating the removal of snow, the Public Works Director or Chief of Police may cause to be placed properly marked signs along any street or parking lot as he shall from time to time deem necessary. It shall be unlawful for the operator of any vehicle to enter upon, stop or park within the spaces indicated by such signs.

CITY OF CALAIS MAINE  
WATER DEPARTMENT  
P. O. BOX 413  
CALAIS, ME

04619

TEAM EJP Bangor, ME.  
101 Target Circle  
Target Industrial Park  
Bangor, ME

04401

Telephone: 207-990-5000

11/27/19 Bid ID: 5412256 CALAIS, ME - HANDHELD UPGRADE

Page 1

Quantity	Sell Per	Description	Unit Price	Extended Price
1	EA	JUNIPER ARCHER 3 HHD	3,200.00	3,200.00 x 2
1	EA	JUNIPER ARCHER 3 SINGLE DOCK	520.00	520.00 x 2
1	EA	UPGRADE 4090 AUTO GUN TO 6590	1,100.00	1,100.00 x 2
** RADIO READ UPGRADE OPTION **				
1	EA	COMMAND LINK	615.00	615.00 x 2
1	EA	SENSUS AUTOREAD SOFTWARE RF HHD	1,700.00	1,700.00 x 1

SINCERELY,

DAN BURDIN  
AMR/AMI SOLUTIONS SPECIALIST  
TEAM EJP  
DAN.BURDIN@EJPPRESCOTT.COM

Need 2 handheld units - only 1 software

Total \$ 12,570.00

Justification - EJP is the only vendor in New England that sells the handheld units that read the Sensus meters we use.

Subtotal: 7,135.00  
Tax: .00  
Bid Total: 7,135.00

PER UPGRADE

Date Submitted 1.6.21

### SPECIAL EVENT PERMIT APPLICATION

All special events applications will be reviewed and interpreted as a major or minor event by the City Manager, City Clerk, Police Chief and other appropriate department managers. No person may conduct a Major or Minor Special Event on City Property without a Special Events Permit issued by the Calais City Council pursuant to the Special Events Permit Ordinance.

Special Event shall mean any event, sponsored by an individual, corporation, partnership or other entity or organization intended primarily for recreational, entertainment or charitable purposes, which requires the use of City Property of the City of Calais, Maine.

- Minor Event shall mean an event not exceeding four hours in duration and/or less than 100 people affiliated with the event. (i.e. wedding ceremony with equipment such as tent, chairs, sound, etc.)
- Major Event shall mean an event exceeding four hours in duration and/or more than 100 people affiliated with the event. (i.e. community festival; carnival; street dance; charitable walk for a cause) Also, a major event clearly involves additional city services (i.e. police protection; more than one vendor needing electrical usage; etc.)

City Property shall mean any land owned by the City of Calais, Maine.

I/We hereby request from the Calais City Council to hold a special event.

Date of Event: January 30 Time of Event: 8am to 8pm

Location: Fountain Park, Memorial Park, Milltown Park

Estimated number of People Attending: 50

Summary of Event: "Community Wicked Winter Fun Day"  
Grilled Hot Dogs hot chocolate with skating at  
Fountain Park rink, snow sculptures at Memorial Park,  
and hockey skills challenge at Milltown rink -

Alcoholic Beverages ? YES  NO  (Circle one)

Amplified Sound ? YES  NO  (Circle one)

➡  
(Over)

Street Closure Requirements: (if applicable)

Lower Union St. closed for  
Steeding

Plan for Security, Parking and Traffic: (if applicable)

N/A

City Services Required: (Utilities, police, cleanup, etc.) (if applicable)

Blockage of hog alley (FW)

Sanitary Facilities Plan: (if applicable)

List of Proposed Vendors: (if known and applicable)

N/A

Organization:

CDRC

Tax Status:

Non-Profit

Officers:

Chris Niles - Anne Nixon

Signature of President or Event Chair:

Contact Person:

Mike Ellis

Address:

Telephone:

632-4570

Date Submitted:

1.6.21

--Return completed application to Calais City Clerk, P.O. Box 413, Calais, ME 04619.

--Applications for "Minor Events" must be submitted thirty (30) days prior to event.

--Applications for "Major Events" must be submitted four (4) months prior to event.

**--Applicants must attach certificate of general liability insurance with application.**

--Events serving alcoholic beverages require alcohol insurance with the City of Calais listed as additional insured on liability policy of not less than \$400,000.

--Applicants to be responsible for additional costs for clean up and street closure.

CITY OF CALAIS

FROM: Patricia L Hill, CPA

PAGES: 1

FAX: (207)-454-2757

FAX: 207-469-1066

TEL: (207) 454-2724

+ Phone

RE: CITY WATER & SEWAGE BILL

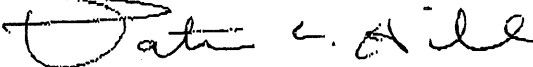
This is a request to abate the water and sewer bill for my home at 64 Germain Street. We never used the water or sewer for the period of billing. I feel it is unfair to charge me for something that was beyond my control.

We didn't use any water at all because my husband & I were too ill to come to Calais. The only water that went through our system was from a pipe bursting because of a freeze up according to your water Dept when they contacted me.

You seemed concerned and helpful when I called you back then about the bill. You told me that you thought the bill could be abated or waived. I was under the impression you were going help. My husband died on March 18, 2019 and I ended up very ill and was admitted to EMMC with the flu, pneumonia and respiratory failure 3 days later. I have been very ill and hospitalized numerous times since and had to have an operation on April 28, 2020. Needless to say money is very tight

I sent a request for an abatement previously when all this happened but never heard back from anyone.

Because of all the circumstances, please abate or waive the water and sewer charges.



Patricia L. Hill





# City of Calais Water Department

## Citizen Comment/Complaint

Name: Patrica Hill  
 Address: 64 Germain st.

Phone: \_\_\_\_\_

Nature of Complaint: Water Abatement ( Heating System Leak )

Report By: Marc Barnard

Action Taken: Leak was found while reading meters in December 2018. Gary made entry with a key from Dead River with permission from the owner and it was found that the heating system was leaking at the baseboards throughout the house. Water from this leak went to the basement, and a dye test will need to be done to confirm that it did not go down the sewer.

Water testing Parameters if needed to test Customers Water Meter. Or factory analysis

meter number	Reading at test	Low test .25 GPM	Intermediate Flow 2 GPM	Maximum Flow 15 GPM	Person Testing: Time:

Reviewed By: \_\_\_\_\_