

Kent Sewer Commission
Regular Meeting

2018 JUL 16 A 4 09

RECEIVED FOR RECORD
KENT TOWN CLERK

July 10, 2018
4:30 P.M. Town Hall

Present: Elissa Potts, John Casey, Stan Jennings, Jack Nelson and Amy Voorhees.

Also present: Bart Clark, Don Cramer, Barbara Herbst and Lyle Sommers.

Ms. Potts called the regular meeting of the Kent Sewer Commission to order at 4:31 p.m.

The pledge was recited.

Ms. Potts announced that long-time Sewer Commission member Bill Tobin passed away. She re-read his resignation letter and once again expressed the commission's sincere appreciation for Mr. Tobin's work and time.

Mr. Casey made a motion to move item 10a to the top of the agenda. Mr. Nelson seconded the motion and the motion carried.

Don Cramer – 23 South Main Street:

Mr. Cramer came before the Sewer Commission because he has an application in with Planning and Zoning to convert the building at 23 South Main Street from two commercial units to one commercial unit and two residential units and perhaps four residential units at some point. Mr. Cramer did provide a copy of plans for the two residential conversions. Ms. Potts asked the size of the lateral pipe size to confirm that the current connection is adequate for the proposed project. Mr. Cramer stated that he would have his plumber forward the requested information.

Approval of Minutes:

Mr. Casey made a motion to approve the minutes of the June 12, 2018 regular Sewer Commission meeting, as submitted. Mr. Nelson seconded the motion and the motion carried.

Public Communication:

Oral: Mr. Casey stated that he had a copy of the Sewer Ordinances that had been updated by Attorney Jeff Sienkiewicz. He will distribute them to the Commission members to be discussed at future meetings in anticipation of having them ready to be added to the Town Meeting in January of 2019.

Written: The Superintendent was provided two copies of the new Aetna Health Insurance Plan Summary that was effective July 1, 2018.

Report of Chairman:

Ms. Potts reported the following:

- Is waiting for the requested field cards for the "fire district" from the assessor's office.

- Has no received any additional information from Billy Morrison regarding the gallery.

Report of Superintendent:

Mr. Sommers provided a written report (attached). Mr. Sommers added that as of July 1, 2018, he has been employed at the Sewer Plant for five years.

Report of the Treasurer:

Mrs. Herbst provided the following reports:

- Income and expenses Actual vs. Budget July 2017 - June 2018
- Balance sheet as of June 2018
- Materials and Supplies Detail July 2017 – June 2018
- Outside Services Detail July 2017 – June 2018
- Operating Account Ledger as of June 30, 2018

Mr. Casey made a motion to approve the Operating Account Ledger as of June 30, 2018, as submitted. Mr. Jennings seconded the motion and the motion carried.

Report of the Collector:

Ms. Devaux did not attend the meeting and did not provide a report.

Report of Consulting Engineer:

Mr. Clark reported that he had a meeting with the manufacturer of the aeration system and just approved the plan today. He stated that there is a delivery date of August 28, 2018. Mr. Clark will try to move up that date and co-ordinate the dates with the contractor who will be installing the equipment.

Kent Affordable Housing:

Ms. Potts stated that she wrote a letter to the First Selectman and Chairman of the Board of Finance, regarding the Kent Affordable Housing Authority request for a reduction in the connection fee for Phase II. The Commission was in agreement that the KAHA should receive the requested discount. Mrs. Herbst stated that, according to the ordinances, the Commission does not have the authority to make that decision without going to a Town Meeting. She suggested at a minimum the Commission should obtain a legal opinion. Mr. Casey made a motion to approve Kent Affordable Housing Authority's request for a reduction in the sewer connection fees for Phase II, pending legal opinion from Attorney Jeff Sienkiewicz. Mr. Nelson seconded the motion and the motion carried.

Club Getaway:

Ms. Potts stated nothing new to report. Mr. Clark stated that Club Getaway is having some difficulty obtaining easements from some of the abutting property owners.

"An equal opportunity employer and service provider."

KENT SEWER COMMISSION REGULAR MEETING MINUTES, JULY 10, 2018

PAGE 2

Employee Handbook/Paid Time Off (PTO):

Ms. Potts stated that the draft Employee Handbook continues to be a work in progress. Ms. Voorhees agreed to review the Employee Handbook and report back next month.

Job Descriptions:

Ms. Potts stated that she needs to review the job description suggestion made by Mr. Clark.

Capital Plan:

Ms. Potts stated she had nothing new to report.

Mr. Casey made a motion to adjourn the meeting at 5:15p.m. Mr. Nelson seconded the motion and the motion carried.


Joyce Kearns
Administrative Assistant

These are draft minutes and the Kent Sewer Commission at the subsequent regular meeting may make corrections. Please refer to subsequent regular meeting minutes for possible corrections and approval of these minutes.

AGENDA

**KENT SEWER COMMISSION
REGULAR MEETING**

**July 10, 2018
4:30 P.M. TOWN HALL**

Regular Meeting

1. Call to order and Pledge of Allegiance
2. Amend agenda/approve agenda
3. Approval of Minutes
 - a June 12, 2018 Regular meeting
4. Public Communication
 - a Oral
 - b Written
5. Report of Chairman
6. Report of Superintendent
7. Report of Treasurer
 - 2018-2019 Budget
8. Report of Collector
9. Report of Consulting Engineer
10. New Business
 - a Don Cramer – 23 South Main Street
 - b
11. Old Business
 - a Kent Affordable Housing
 - b Club Get Away
 - c Employee Handbook/Paid Time Off (PTO)
 - d Job Descriptions
 - e Capital Plan
12. Adjourn

"An equal opportunity employer and service provider"

Town of Kent Sewer Commission

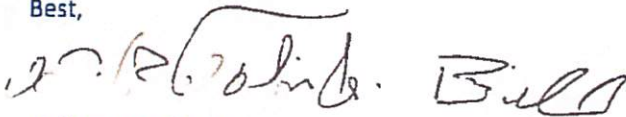
December 13, 2014

Dear John,

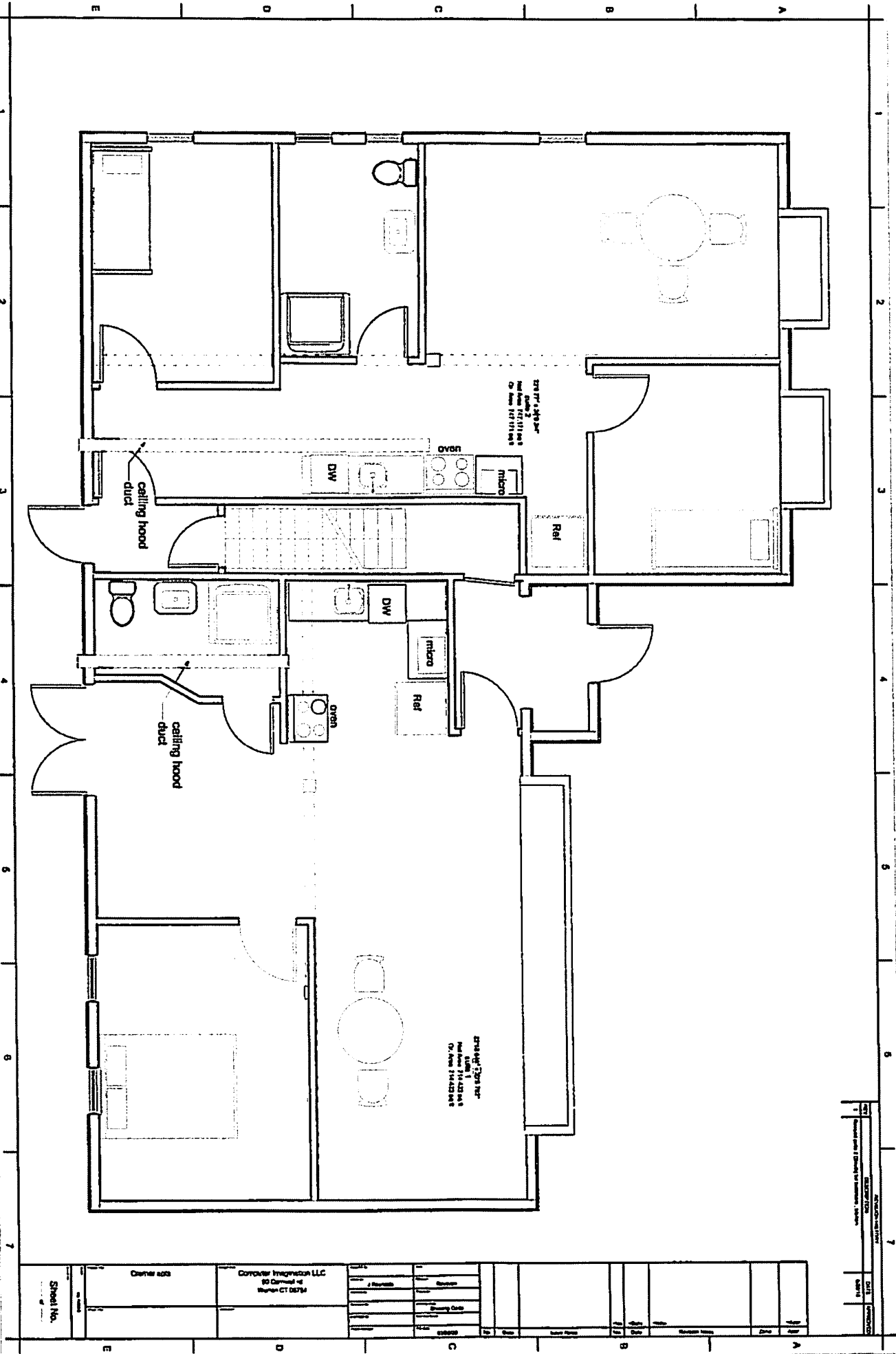
Here is my "Dear John". I've been on this commission since its inception in the 1960's era and I think that it's time for someone younger with the best interest of the town commission to take my place. Therefore I hereby give you my notice that I would like to resign from the commission as of January 2015 but I will remain as helpful as I can be for whatever the needs might be.

In the best interest of all, I thank the Town of Kent for all.

Best,

A handwritten signature in dark ink, appearing to read "W. R. Tobin, Jr. Bill". The signature is written in a cursive, flowing style.

William R. Tobin, Jr.



NO.	REVISION	DATE
1	REVISION	DATE

Owner's use	Computer Integration LLC 90 Carmichael Rd Worcester, CT 06794	Architect J. R. Rasmussen	Engineer J. R. Rasmussen	Surveyor J. R. Rasmussen	Scale 1/8" = 1'-0"	Sheet No. 1 of 1
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**Kent Sewer Commission
P.O. Box 144
41 Kent Green Blvd.
Kent, Ct 06757**

June 22, 2018

**Mr. Bruce Adams
First Selectman
Kent Board of Selectmen
41 Kent Green Blvd.
Kent, CT 06757**

**Mark Sebetic, DVM
Board Chairperson
Board of Finance
41 Kent Green Blvd.
Kent, CT 06757**

HAND DELIVERED TO TOWN HALL

Dear Bruce and Mark:

The Kent Sewer Commission is in the process of considering the modification of its policies including reduction of connection fees to incentivize those non-customers in the village center to come on the sewer line. At this time, there is no contemplation of changing the annual Base Rate and quarterly Use Fees.

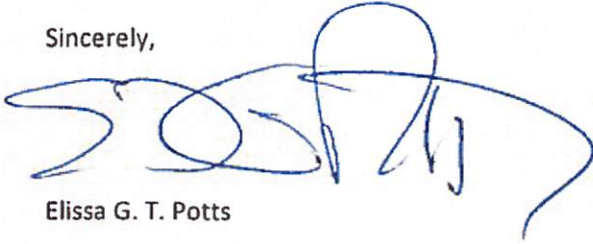
The commission has received an application from Kent Affordable Housing ("KAH") to connect its second phase, five additional affordable housing units to the Maple Street Extension sanitary sewer line. At the inception of the project, Kent Affordable Housing approached the commission with a request for a fifty percent reduction in the sewer connection fees as we had done for all customers on the line within a year of sewer line project completion. Since the second phase project was outside one-year time frame, we informed KAH that we would consider it at the time KAH was ready to connect. That time is upon us and KAH has approached the commission.

After due consideration of the commission, it is its belief that the fifty percent discount should be offered to KAH to support this important community asset. All use fees would be charged at the regular rates and distributed to the town as previously agreed. Inasmuch as most Maple Street Extension sewer

revenue is hypothecated to the town, the commission is requesting the support and approval of your board for this connection fee reduction.

Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Elissa G. T. Potts', with a large, stylized loop at the end.

Elissa G. T. Potts

Kent Sewer Commission, Chairwoman

Cc: Mark Sebetic, Kent Board of Finance

CC: Bruce Adams, First Selectman



Board of Directors

May 7, 2018

Virginia Bush
Suttman,
President

Anne Bisenius, Vice
President

Jean-Marie Horovitz,
Treasurer

William P. Bachrach,
Secretary

Sharon Cipolla

Gary Ford

Teri Freeman

Hal Kamm

Betty Krasne

Gregg Sheridan

Donna Sommers

To: Kent Sewer Commission:

From: Virginia Bush Suttman, President, Kent Affordable Housing

In the next few weeks Kent Affordable Housing (KAH) will welcome new tenants to Stuart Farm Apartments, Phase II. The sewer lines from the five apartments have been connected and inspected. These units share the connection to the main in Maple Street Extension with the earlier five units in Phase I, as shown in the accompanying site plan.

The development of these five apartments was started soon after the first five were occupied. Planning, fundraising and construction have taken five years, and the apartments themselves are attractively designed, environmentally efficient and will be welcoming and comfortable.

Financing for the complex was obtained through CT Dept. of Housing, and the installation has been approved by that agency as well as the Kent Planning and Zoning commission and the town Building Department.

The budget for the development was extremely tight as the site on the wooded hillside proved difficult. Therefore I am petitioning the Sewer Commission for a discount on the usual fee for connecting to the town system. The standard charge for connecting three 1BR units and two 2BR units would be \$17,305. (There is also a half bath in an office provided for occasional use by a manager.)

When SFA Phase I opened, in the first year of the new sewer along Maple Street Extension, the Commission gave a 50% discount to new users, and KAH was able to obtain a Union Savings Bank grant for the \$9,397.50. It is worth noting that Phase I has been paying basic and use charges of about \$2,150 annually for over five years, on a property that was previously paying nothing because it had a (substandard) septic system. Phase II will add comparable revenue to the Sewer Commission.

The Dept. of Housing budget includes \$7,000 for utility expenses. KAH would propose to pay that amount for adding Phase II to the existing connection to the street main.

We would be pleased if the Commission can accept this proposal as their part in encouraging the efforts of KAH to provide increased housing options in Kent. I intend to attend your May 8th meeting to answer any questions.

Kent Affordable Housing, Inc.
P.O. Box 265 Kent, CT 06757-0265
info@kentaaffordablehousing.org
860-927-3684



Superintendents report for June 2018

Good afternoon everyone:

1.61 million gallons total
54,000 gallons per day average
535K gallons came from Kent school
Average BOD removal rate 97%
Average TSS removal rate 99%
Average influent PH 6.86

Jesse completed his prep class for the Class 1 operators license. He takes the state test tomorrow July 11th.

The #3 percolation basin was cleaned.

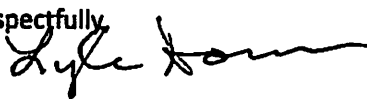
The #4 percolation bed is offline and in the process of being dried

The upper and middle fields were harrowed.

4" valve for the #1 septage lagoon is on order

We are trying to get ready for the #1 septage lagoon cleanout.

Respectfully



Lyle Sommers
Superintendent
Kent WPCA

Income and Expense Actual vs. Budget

	<u>Jul -June 18</u>	<u>Budget</u>	<u>% of Budget</u>
Income			
Septage Fees	80,479	79,000	101.9%
Sewer User Charges	274,598	280,500	97.9%
Total Income	<u>355,077</u>	<u>359,500</u>	<u>98.8%</u>
Expense			
General & Admin Expenses			
Accounting/Bookkeeping Services	6,600	6,600	100.0%
Audit	2,460	3,500	70.3%
Bank Service Charges	0		
Office Supplies	3,040	600	506.7%
Outside services-Admin	657	675	97.3%
Printing & Advertising	64		100.0%
Software/Licensing Fees	2,070	2,020	102.5%
Total General & Admin Expenses	<u>14,891</u>	<u>13,395</u>	<u>111.2%</u>
Operating Expenses			
Continuing Education	567	1,000	
Depreciation	0		
Electricity	34,128	29,000	117.7%
Fuel	5,085	2,750	184.9%
Insurance			
Dental Insurance	1,145	1,287	89.0%
Liab Auto Prop Insura	1,125	1,100	102.3%
Life Insurance	120	131	91.6%
Medical	20,160	23,640	85.3%
Workman's Comp	4,836	4,960	97.5%
Total Insurance	<u>27,386</u>	<u>31,118</u>	<u>88.0%</u>
Internet	437	208	209.8%
Lab exams	15,453	15,420	100.2%
Materials and supplies	11,802	1,000	1180.2%
Miscellaneous	130		100.0%
Outside Services-Operating	53,104	14,300	371.4%
Parts & Repairs	6,177	3,800	162.6%
Payroll Expenses	118,984	127,142	93.6%
Payroll taxes	8,126	9,726	83.5%
Pension	3,069	2,845	107.9%
Permit fees	2,011	2,300	87.4%
Postage	1,905	1,600	119.1%
Professional fees			
Engineering fees	46,659	14,730	316.8%
Legal fees	1,976		100.0%
Total Professional fees	<u>48,635</u>	<u>14,730</u>	<u>330.2%</u>

Income and Expense Actual vs. Budget

	<u>Jul -June 18</u>	<u>Budget</u>	<u>% of Budget</u>
Telephone	1,921	3,480	55.2%
Uniforms	882	1,250	70.6%
Total Operating Expenses	<u>339,804</u>	<u>261,670</u>	<u>129.9%</u>
Total Expense	<u>354,695</u>	<u>275,065</u>	<u>129.0%</u>
Investment income	525	480	109.3%
Transfers In	<u>38,906</u>	<u>38,906</u>	
Other Expense			
Capital Reserve	35,186	28,500	123.5%
Short Term Asset Reserve	7,037	5,610	125.4%
Maple Street Extension			
100% of Connection Fees	0		
80% of User Fees Collected	3,217	2,700	
Total Maple Street Extension	<u>3,217</u>	<u>2,700</u>	119.1%
USDA Loan Interest (92-06) (92-04) (92-08)	<u>43,136</u>	<u>42,989</u>	
Net Income and Expense	<u><u>-48,764</u></u>	<u><u>44,022</u></u>	<u><u>-110.8%</u></u>

Transfers to Capital and ST Asset Reserve of 42,223
are only posted to show amounts sequestered.

These amounts are not technically an expense and
are included as part of the net income on the Balance Sheet.

Capital Expenses pd w/ Capital Funds -82,300

For Fiscal year end, Depreciation Expense of 0
has been booked however, that is an expense
on paper only.

By adding that back in, the report net income is -48,764

Including amounts sequestered to Capital
the net income is actually -88,841

Balance Sheet as of June 2018

	<u>6/30/18</u>	<u>6/30/17</u>	<u>\$ Change</u>
Checking/Savings			
1 USB	70,990	67,108	3,882
2 USB Septage MMA #8052	149,241	236,186	-86,945
3 USB Capital #3880	636,001	661,164	-25,163
5 Brookwoods	31,974	31,628	346
6 Kent Affordable Housing	24,055	23,959	96
7 Saddle Ridge Estates	163,204	163,204	0
Total Checking/Savings	<u>1,075,466</u>	<u>1,183,249</u>	<u>-107,783</u>
Accounts Receivable	<u>1,740</u>	<u>4,123</u>	<u>-2,383</u>
Due from General Fund	<u>0</u>	<u>0</u>	<u>0</u>
Total Current Assets	<u>1,077,206</u>	<u>1,187,372</u>	<u>-110,165</u>
Fixed Assets			
Accumulated Depreciation	-1,352,787	-1,352,787	0
Property and equipment	<u>4,763,684</u>	<u>4,763,684</u>	<u>0</u>
Total Fixed Assets	<u>3,410,896</u>	<u>3,410,896</u>	<u>0</u>
TOTAL ASSETS	<u><u>4,488,103</u></u>	<u><u>4,598,268</u></u>	<u><u>-110,165</u></u>
LIABILITIES & EQUITY			
Accounts Payable	0	103	-103
Due To Brookwoods	31,974	31,628	346
Due To Kent Affordable Housing	24,055	23,959	96
Due to Saddle Ridge Estates	163,204	163,204	0
Federal Taxes Payable	1,941	2,866	-925
State Taxes Payable	374	418	-44
USDA Loan 92-04	468,952	476,797	-7,845
USDA Loan 92-06	830,455	841,996	-11,541
USDA Loan 92-08	77,360	78,668	-1,308
Total Liabilities	<u>1,598,315</u>	<u>1,619,639</u>	<u>-21,325</u>
Equity			
*Retained Earnings	1,893,114	1,924,902	-31,788
Opening Bal Equity	420,287	420,287	0
Retained Earnings	665,228	665,228	0
Net Income	-88,841	-31,788	-57,053
Total Equity	<u>2,889,788</u>	<u>2,978,629</u>	<u>-88,841</u>
TOTAL LIABILITIES & EQUITY	<u><u>4,488,103</u></u>	<u><u>4,598,268</u></u>	<u><u>-110,165</u></u>

07/05/18

Kent Sewer Commission Materials and Supplies Detail

July 2017 through June 2018

Date	Num	Name	Memo	Debit	Credit	Balance
Operating Expenses						
Materials and supplies						
New Equipment						
12/24/17	111005	ACE Hardware	-MULTIPLE-	503.89		503.89
01/23/18	4231...	Quill Corporation	one HP pavilion 24 aio (computer)	649.99		1,153.88
01/23/18	4227...	Quill Corporation	one Canon dr mf634 color printer	309.99		1,463.87
01/24/18	1110...	ACE Hardware	-MULTIPLE-	340.90		1,804.77
01/24/18	1110...	ACE Hardware	discount for prompt payment		82.65	1,722.12
03/01/18	E01746	Stanton Equipment	-MULTIPLE-	56,398.95		58,121.07
03/01/18	E01746	Stanton Equipment	Trade In: W014349		8,500.00	49,621.07
03/15/18	P58698	Stanton Equipment	too box for tractor	148.00		49,769.07
05/31/18	111005	ACE Hardware	wet/dry vac	89.99		49,859.06
Total New Equipment				58,441.71	8,582.65	49,859.06
Purchases & supplies						
07/05/17	302469	USA Blue Book	case of 4 gallon bottles anti-foam concentrate	112.07		112.07
07/13/17	310244	USA Blue Book	four flange gaskets 150# 304 Grafoil 5 in	72.82		184.89
07/23/17	INV5...	Kennison Forest Pr ..	10 2 x 12 x 16 scaffold plank(s) osha stamped	570.00		754.89
08/31/17	8/31	ACE Hardware	Hillman hardware and blade cutoff	24.78		779.67
08/31/17	8/31	ACE Hardware	Hillman hardware	9.53		789.20
09/01/17	9/1	ACE Hardware	Hillman hardware and blade cutoff	34.31		823.51
09/06/17	9/6	ACE Hardware	Hillman hardware and blade cutoff and EZ start tape	98.28		921.79
09/08/17	9/8	ACE Hardware	adapter socket, blade cutoff	12.35		934.14
09/19/17	9/19	ACE Hardware	ppr towels, batteries	12.97		947.11
09/29/17	9/28	ACE Hardware	resp stray, angle grinder	81.95		1,029.06
10/17/17	395445	USA Blue Book	Class 3 mesh yellow vests, traffic control picket guides, traffic cones, traffic padd-e, night s...	1,856.52		2,885.58
10/19/17	398332	USA Blue Book	four 3' x 50' pvc discharge hoses, four all weather suction hoses 4'	1,760.92		4,646.50
10/23/17	400919	USA Blue Book	two SJE Mech float switch 15'L cbl	235.75		4,882.25
10/24/17	State...	ACE Hardware	ppr towers, cleaning supplies, extension cord, misc supplies	150.78		5,033.03
10/24/17	State...	ACE Hardware	discount for payment by the 10th		26.39	5,006.64
10/26/17	404532	USA Blue Book	one each 4" "D" and 4" "B" NPT (F and M) couplers	128.43		5,135.07
11/01/17	State...	Harlem Valley San ..	29.68 ton 2" dry screened gravel / 19.31 ton 1 3/4" washed crushed gravel	670.66		5,805.73
11/06/17	412247	USA Blue Book	one "Flagger Ahead 36 x 36 Night sign w 2 flags	145.95		5,951.68
11/20/17	1110...	ACE Hardware	clamp hose,nuts and bolts,trash can, keys,gloves,sharps,extension cord,outlet box,switch combo...	283.72		6,235.40
11/30/17	1110...	ACE Hardware	discount for payment by the 10th		28.32	6,207.08
12/12/17	Mark...	John Casey	Reimbursement: Markettaville - two "Danger" signs	743.00		6,962.08
12/24/17	111005	ACE Hardware	deicer, gloves, sawzall blades,batteries, cable ties, transpianter hand 10", nuts and bolts, torc...	108.60		7,070.68
12/27/17	1077...	Hach Company	Sensor cap replacement HQd series	141.79		7,212.47
12/28/17	1077...	Hach Company	LD0 calibration cap, HWD series LD0	9.60		7,222.07
12/31/17	2017...	Oakwood Environm...	rental sludge pump for bed #3, tow behind drop spreader, steel for septage receiving station, bl...	1,369.24		8,591.31
01/03/18	454537	USA Blue Book	one settleometer, four wire mesh element silencers, one numbered sticker set for CorePRO, one C...	593.97		9,175.28
01/04/18	095878	Napa Auto Parts	1 QT syngear Oil 75-90	13.99		9,189.27
01/05/18	5116...	Jack Farrell Company	one 4 packaged flange acc us, one 8 packaged flange acc us	31.14		9,220.41
01/24/18	1110...	ACE Hardware	-MULTIPLE-	58.95		9,279.36
02/21/18	496594	USA Blue Book	one USAB8 pH buffer pack 1 pint, one USA Qualitative Filter	103.84		9,383.20
02/24/18	111005	ACE Hardware	rotary drill bit, siphon pump, keys, gloves, auger closet, tool holder, nozzle set, tote, hook s...	170.29		9,553.49
02/24/18	111005	ACE Hardware	Discount for prompt pmt		36.00	9,517.49
02/28/18	1085...	Hach Company	1 water, deionized 4L, 1 PH storage soln, 500ML	82.19		9,599.68
03/24/18	111005	ACE Hardware	tool box latch rin, tool box, lock, small tools, cable, chain, rope clip, g oves, bathroom tissu...	139.04		9,738.72
03/24/18	111005	ACE Hardware	Discount for prompt pmt		6.88	9,731.84
03/31/18	2000...	Napa Auto Parts	towels, polish wax, pads, antifreeze, hose, safety goggles, gear od	83.00		9,814.84
04/08/18	2018...	Oakwood Environm...	reimbursement for one ADP Dinrail 8.5 vac	103.70		9,918.54
04/10/18	1091...	Hach Company	1 water, deionized 4L, 1 PH storage soln, 500ML	868.40		10,786.94
04/24/18	111005	ACE Hardware	bucket,copy ppr, goo gone, doortockset, Jack cat, digital multimeter, ppr towels, batteries, glo...	139.24		10,926.18
04/24/18	111005	ACE Hardware	Discount for prompt pmt		6.97	10,919.21
05/02/18	10560	Old Castle Stone Pr...	Per superintendents report 3/2018	287.50		11,206.71
05/12/18	Goff...	Sommers, Lyle - R...	FS 111 Trimmer loop handle, pro trimmer one	373.24		11,579.95
05/31/18	1328	Napa Auto Parts	fuel filter and fuel line hose	13.68		11,593.63
05/31/18	111005	ACE Hardware	Discount for prompt pmt		9.01	11,584.62
05/31/18	111005	ACE Hardware	dry absorbent, gloves,trash bags,nuts,bolts,gas can	90.32		11,674.94
06/24/18	111005	ACE Hardware	Discount for prompt pmt		6.69	11,668.25
06/24/18	111005	ACE Hardware	6 pc screw set, mower cord, drill bits, extractor screws, lubricant spray, bleach, face shield, ...	133.65		11,801.90
Total Purchases & supplies				11,922.16	120.26	11,801.90
Total Materials and supplies				70,363.87	8,702.91	61,660.96
Total Operating Expenses				70,363.87	8,702.91	61,660.96
TOTAL				70,363.87	8,702.91	61,660.96

07/06/18

Kent Sewer Commission Outside Services Detail

July 2017 through June 2018

Date	Num	Name	Memo	Debit
Operating Expenses				
Outside Services-Operating				
07/13/17	32236	BL Gleason & Son	Sv Call: repair damaged conduit	700.00
07/19/17	0328...	Quality Data Serv...	July 2017: printing and processing sewer/water billing 302 bills	170.44
07/31/17	7295...	Welsh Sanitation	Commercial service: July 2017	44.67
08/09/17	0328...	Quality Data Serv...	2016: print final posted ratebook, bind final posted ratebook	150.00
08/09/17	0328...	Quality Data Serv...	2015: final posted ratebook, binding final posted book	575.00
08/31/17	RI04...	US Environmental...	8/30/17 daily rental for YSI Professional Plus meter	207.38
08/31/17	7295...	Welsh Sanitation	Commercial service: August 2017	44.67
09/22/17	51169	Pupper Septic Inc.	9/22/2017: 2.5 hrs man and truck - cleaning sewer manhole N of Town, line was clogg...	375.00
09/30/17	7295...	Welsh Sanitation	Commercial service: September 2017	44.67
10/03/17	32408	BL Gleason & Son	service call: cameras, labor and material	3,605.00
10/10/17	5424	Berkshire Industr...	9/23/17: provide vacuum / letter truck with operator to clear obstruction, inspect 175LF...	3,840.00
10/12/17	32422	BL Gleason & Son	service call: add exterior flood lights (m/l)	725.00
10/14/17	SCH...	Kinsley Power Sy...	Level II generator service	625.00
10/14/17	SCH...	Kinsley Power Sy...	Level II generator service	550.00
10/19/17	51368	Pupper Septic Inc.	10/19/17: 2 hrs man and truck - sludge house and sludge pond at Kent sewer plant	300.00
10/19/17	101...	Gawel, William C.	116 N Main: repair crushed sewer main, replace one manhole cover	1,361.00
10/23/17	0328...	Quality Data Serv...	Oct 2017: printing and processing sewer/water billing (301 bills)	173.07
10/27/17	10/2...	Morosky Septic S...	hauled sludge from Litchfield to Kent (2.5 hrs)	440.00
10/31/17	7295...	Welsh Sanitation	Commercial service: October 2017	44.67
11/02/17	74220	HI Stone	26,000 gal vac sludge loaded and unloaded (11/1 and 11/2)	3,360.00
11/03/17	11/2...	Morosky Septic S...	hauled sludge from Litchfield to Kent (4 hrs) 11/2 - 11/3	700.00
11/03/17	51440	Pupper Septic Inc.	10/31 to 11/6: 22.5 hrs man and truck - pump sludge pond and spread on fields	3,375.00
11/20/17	H047...	Hydro Technologies	Testing: discharge water taken from storm drain	294.00
11/21/17	11/21	Morosky Septic S...	hauled sludge from Litchfield to Kent (2 hrs) 11/21	350.00
11/30/17	11/30	Morosky Septic S...	hauled sludge from Litchfield to Kent (2 hrs) 11/30	350.00
11/30/17	51723	Pupper Septic Inc.	11/30: full truckload, re-seeding Kent Sewer Plant	500.00
11/30/17	7295...	Welsh Sanitation	Commercial service: November 2017	44.67
11/30/17	74339	HI Stone	52,000 gal vac sludge loaded and unloaded (11/13 - 11/15) -16.25 dry tons disposal	11,835.00
12/05/17	32481	BL Gleason & Son	service call: pump station thermostat, panel at plant, outlets at lagoon	1,155.00
12/11/17	51809	Pupper Septic Inc.	12/11: 5.5 hrs man and truck - clean out lagoon pit	825.00
12/12/17	3393	Haymore Services	Excavator 3 hrs, Labor 9 hrs , 11 bags Concrete, Brush hog 6 hrs, (October 27) repair ...	2,358.00
12/12/17	3397	Haymore Services	Excavator 3 hrs, Labor 10 hrs , (November 6) install sump pump and clean big clumps ...	700.00
12/12/17	3403	Haymore Services	Tractor and Manure spreader rental (2 hrs), clean out lagoon and spread 11/30 12/1 - ...	1,500.00
12/15/17	51839	Pupper Septic Inc.	12/15: 1.5 hrs man and truck - clean out lagoon pit	225.00
12/20/17	51866	Pupper Septic Inc.	12/19: 4 hrs man and truck - 12/20 3.5 hrs man and truck - clean out lagoon pit	1,125.00
12/31/17	7295...	Welsh Sanitation	Commercial service: December 2017	44.67
01/19/18	0328...	Quality Data Serv...	Jan 2018: printing and processing sewer/water billing (313 bills)	180.65
01/31/18	7295...	Welsh Sanitation	Commercial service: January 2018	44.67
02/01/18	32538	BL Gleason & Son	replace office and lab lights	1,381.00
02/05/18	1323	US Environmental...	2/5/18 through 2/7/18 - daily rental for YSI Professional Plus meter	426.46
02/22/18	6651	AI's Septic Servic...	9,500 gal (sludge sediment, flushwater)	375.00
02/28/18	7295...	Welsh Sanitation	Commercial service: February 2018	44.67
03/14/18	Sega...	RACO Manufaturi...	Renewal: 1 year contract for Alarm monitoring at Segar Mtn Pump strn	375.00
03/20/18	3700...	DIS - Diversified ...	420 LF of clean/TV 6" sewer and mobilization	1,760.00
03/31/18	7295...	Welsh Sanitation	Commercial service: March 2018	44.67
04/30/18	7295...	Welsh Sanitation	Commercial service: April 2018	44.67
05/02/18	2018...	Quality Data Serv...	Apr/May 2018: printing and processing sewer/water billing (299 bills)	165.05
05/18/18	9128	US Environmental...	5/15/18 - daily rental for YSI Professional Plus meter	207.38
05/31/18	7295...	Welsh Sanitation	Commercial service: May 2018	44.67
06/20/18	6/20...	Gawel, William C.	1 hr backhoe and 2 men, 1.25" x 35.5" manhole cover	706.00
Total Outside Services-Operating				48,516.80
Total Operating Expenses				48,516.80
TOTAL				48,516.80

07/06/18

Kent Sewer Commission Operating Account ledger

As of June 30, 2018

Date	Num	Name	Memo	Amount	Balance
1 USB					103,857.59
Operating - 8044					103,857.59
06/06/18	5/22/19	Sewer Customers		4,501.11	108,358.70
06/07/18		QuickBooks Payroll Service	Direct Deposit	-3,076.72	105,281.98
06/08/18	DirDep	Kearns, Joyce	Direct Deposit	0.00	105,281.98
06/08/18	DirDep	Sommers, Lyle R	Direct Deposit	0.00	105,281.98
06/08/18	DirDep	Warner, Jesse T	Direct Deposit	0.00	105,281.98
06/08/18	10592	Safeguard	Office: laser checks	-197.74	105,084.24
06/08/18	10593	Town of Kent	gasoline 12/15/17 - 5/7/18 (215.63 gal) and June Insurances	-2,725.27	102,358.97
06/08/18	10594	Tunxis	5/31/18	-257.00	102,101.97
06/13/18	06/13/18	Sewer Customers		1,712.90	103,814.87
06/15/18	E-pay	CT Commissioner of Revenue ...	May payroll withholding	-366.36	103,448.51
06/15/18	E-pay	United States Treasury	May payroll withholding and taxes	-1,902.68	101,545.83
06/19/18	06/19/18	Gleason, John A	Connection Fees - Commercial unit, 24 South Main Street	2,865.00	104,410.83
06/20/18	6/20/18	Sewer Customers		1,040.46	105,451.29
06/21/18		QuickBooks Payroll Service	Direct Deposit	-3,076.72	102,374.57
06/22/18	DirDep	Sommers, Lyle R	pst 16 hrs vacation for 5/31 & 6/1	0.00	102,374.57
06/22/18	DirDep	Kearns, Joyce	Direct Deposit	0.00	102,374.57
06/22/18	DirDep	Warner, Jesse T	Direct Deposit	0.00	102,374.57
06/26/18	10595	Town of Kent	June Payroll withholding: ROTH IRA	-234.72	102,139.85
06/26/18	10596	Town of Kent	2nd QTR Pension Kent Sewer	-749.77	101,390.08
06/27/18	6/27/18	Sewer Customers		4,126.31	105,516.39
06/28/18		QuickBooks Payroll Service	Direct Deposit	-908.75	104,607.64
06/28/18	ACH	USDA-Rural Development	Annual Debt Service pmt # 92-08	-3,531.00	101,076.64
06/28/18	ACH	USDA-Rural Development	Annual Debt Service on # 92-04	-21,394.00	79,682.64
06/29/18	DirDep	Soule Jr., Milard L	Includes 6 hrs 5/31 and 2 extra hrs on 6/3	0.00	79,682.64
06/29/18	DirDep	Devaux, Deborah J.	Direct Deposit	0.00	79,682.64
06/29/18	10598	ABT	June bookkeeping support	-550.00	79,132.64
06/29/18	10599	ACE Hardware	6 pc screw set, mower cord, drill bits, extractor screws, lubricant spray, bleach, face shield, ...	-126.96	79,005.68
06/29/18	10600	All-State Scale Company	clean and calibrate scale - NIST traceable certificate	-195.00	78,810.68
06/29/18	10601	Allingham & Readyoff, LLC	Legs: .6 hrs 4/25 - 5/8 - General matters, ordinance	-114.00	78,696.68
06/29/18	10602	Eversource	Pump Station: 5/16 - 6/15 (30 days). #50 Maple St - 5/15 - 6/14 (30 days), Plant: 5/16 - 6/1...	-3,016.27	75,680.41
06/29/18	10603	FedEx	Postage to Averitt lab 5/23, 5/30, 6/6	-88.57	75,591.84
06/29/18	10604	Frontier	860 927 4075	-71.43	75,520.41
06/29/18	10605	Gawel, William C.	1 hr backhoe and 2 men, 1.25' x 35.5' manhole cover	-706.00	74,814.41
06/29/18	10606	Sommers, Lyle - Reimbursement	Telephone reimbursement - June 2018	-80.00	74,734.41
06/29/18	10607	Superior Plus Energy	201.1 gal heating fuel	-516.32	74,218.09
06/29/18	10608	Tunxis	Lab exams 6/12, 6/20, 6/28	-771.00	73,447.09
06/30/18	Trnsf	Kent Sewer Commission	Transfer Capital Reserve and ST Asset reserve accruals to date	0.00	73,447.09
06/30/18	Trnsf	Kent Sewer Commission	Post online transfer to Capital Reserve and ST Asset reserve accruals to date	-2,456.79	70,990.30
Total Operating - 8044				-32,867.29	70,990.30
Total 1 USB				-32,867.29	70,990.30
TOTAL				-32,867.29	70,990.30

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