



Norris Water Commission
Monday, August 21, 2023, 6:00 P.M.

- I. Call to Order
- II. Approve the Agenda
- III. Hear the Public
- IV. Minutes
 - M-1: Consideration of Approving July 17, 2023 Regular Meeting
- V. Old Business
 - O-1: Benny Carden Memorial
 - O-2: NMS Project
 - O-3: New NPDES Permit
 - O-4: WTP - Telemetry/Tank Project
 - O-5: WWTP
 - O-6: Distribution
 - O-7: Collection
 - O-8: Cross Connection
 - O-9: Water Line Inventory
 - O-10: SB845 TN Board of Utility Regulation
 - O-11: Review of Policies & Procedures
 - 1. Utility Bill Adjustments
 - 2. Disconnections
 - 3. Bad Debt
 - 4. Deposits/Service Connections
 - O-12: Alternative Water Supply Update
 - O-13: Wastewater Regionalization Study
 - O-14: Watershed Spraying
- VI. New Business
 - N-1: Capital Equipment Discussion
 - N-2: Norris Dam State Park-waterline improvements
 - N-3: Norris Waterworks Employees-New Hires
- VII. Reports
 - R-1: Superintendent July Report
 - R-2: July Financial Report
 - R-3: July Unaccounted Water Report
- VIII. Adjournment



NORRIS WATER COMMISSION MEETING MINUTES

July 17, 2023

Members Present: Bill Grieve, Mayor Chris Mitchell, Loretta Painter, Charles Nicholson

Secretary/Treasurer: Adam Ledford

Water Superintendent: Tony Wilkerson

Absent: Will Grinder

Quorum Met

- I. **Call to Order:** The meeting was called to order by Charles Nicholson at 6:01 pm.
- II. **Approval of the Agenda:**
 1. Chairperson Charles Nicholson proposed adding commission training requirements to the end of the old business.
 2. Mayor Chris Mitchell proposed adding county discussion on utilities to end of new business.
- III. **Hear the Public:** John and Elizabeth Siegenthater requested the commission adjust their sewer bill for 10,200 gallons of water used for filling a pool. They further expressed their concern about the level of confusion over the city's policy for adjustments and communication that is shared by the city when permits are sought.
- IV. **Minutes**
 1. **June 19, 2023 NWC Minutes**

A motion was made by Bill Grieve and seconded by Loretta Painter **to approve the June 19, 2023 meeting minutes including a minor amendment.**

The proposal passing on a vote of 4 to 0 as follows:
Yes: Bill Grieve, Mayor Chris Mitchell, Loretta Painter, Charles Nicholson
Abstain: Will Grinder
- V. **Superintendent Report:** The report is herein attached as part of these minutes.
- VI. **Old Business**
 1. **Benny Carden Memorial**

Superintendent Wilkerson shared the smaller plaque for the community building was on display during Norris Day events at the NWC booth. The larger plaque was still in production.

2. **Norris Middle School Project**
Superintendent Wilkerson reported that the water connection has been completed. Invoicing and paving for the project are still ongoing.
3. **NPDES Draft Permit**
No new update as the 30-day review period is ongoing.
4. **WTP/Telemetry**
Superintendent Wilkerson reported the contractor would be onsite tomorrow to finish up the SCADA system.
5. **WWTP/Grants Update**
City Manager Ledford shared the details of a recent meeting with Cannon & Cannon and Community Development Partners related to addressing timeline and funding schedules. A letter was proposed to express to TDEC the circumstances created while the city awaits ARPA funds and the impact on local match dollars. This letter was intended to be followed up with another letter suggesting amending the project schedule once ARPA funding was finalized. SRF loan funding was discussed. It would only be available for projects already submitted.
6. **Water Distribution**
Superintendent Wilkerson had nothing to add beyond his written report.
7. **Collection System**
Superintendent Wilkerson had nothing to add beyond his written report.
8. **Cross Connection**
No new updates.
9. **Water Line Inventory**
Superintendent Wilkerson shared details on the data necessary to meet the inventory requirement. He indicated his team had begun the process of performing the inventory. While the work was time consuming, it was not beyond their means to perform.
10. **Alternative Water Supply (AWS)**
City Manager Ledford reported that during his meeting with Cannon & Cannon, the engineers had expressed their opinion that the AWS project would not score well enough to be awarded ARPA competitive funding. The current timeline for this project was directly related to the grant application timeline. Superintendent Wilkerson and Mayor Chris Mitchell both expressed their desire to proceed. Loretta Painter suggested delaying the study temporarily to extend the life of the study for purposes of applying for other grants in the near future as Cannon & Cannon had suggested the viability of the study was 3 years or less. Mayor Chris Mitchell suggested staff reach out and discuss timeline modifications with Cannon & Cannon before the commission takes more action.
11. **SB845 New TN Board of Utility Regulation**
No new updates.

12. **Commission Training Requirements**

Charles Nicholson expressed his desire to schedule the planned tour of the utility facilities. After a brief discussion, the commission set August 18, 2023 at 8 a.m. for their tour.

VII. **New Business**

1. **Review of Policies and Procedures (Bill Adjustments, Disconnections, Bad Debt, Deposits, Service Connection Fees, Penalty Distribution)**

Commission members discussed various topics on current practice. The city manager was asked to make recommendations at the next meeting.

2. **County Discussion of Utilities**

Mayor Chris Mitchell reported on a recent meeting with countywide partners to review a regional infrastructure map. He was planning a follow-up meeting with the county mayor. He further presented his proposal to consider 3 scenarios; focusing on solving sewer issues independently; as part of a regional vendor providing service for greater eastern Anderson County; as part of a regional customer delivering sanitary sewer to the CUB system.

A motion was made by Chris Mitchell and seconded by Loretta Painter **to fund up to \$10k for applying for grants to conduct a joint facility study to address county needs provided by Norris.**

The proposal passing on a vote of 4 to 0 as follows:

Yes: Bill Grieve, Mayor Chris Mitchell, Loretta Painter, Charles Nicholson

Abstain: Will Grinder

VIII. **Adjournment: 7:37 p.m.**, Motion by Bill Grieve and seconded by Loretta Painter to adjourn, All:
AYE



Press Release

7/31/2023

Late last year, the City of Norris and Norris Water Commission conducted a systemwide closed-circuit television (CCTV) and smoke testing of the community's underground sanitary sewer system. The testing methods are common industry standards necessary to identify locations throughout the system in need of maintenance and repair. The original Norris system was designed, constructed, and placed in to service during the 1930's. As you might expect, the testing identified several locations throughout the system in need of maintenance and repair, including many private connections to the public system. The private sewer lines running from homes and businesses used to connect to NWC-owned and maintained lines are known as laterals. According to statute, the upkeep of these private laterals is the responsibility of the property owner(s).

If a line (lateral) owned by you was identified as in need of maintenance of repair, the staff of the Norris Water Commission will be conducting individual communication with further information. The time necessary to conduct this process will necessitate the Commission prioritize the degree of need for maintenance/repair.

If you have any questions or further comments, please contact the City Office at (865)494-7645.

Charles Adam Ledford
City Manager



_____/_____/_____

Property Owner:

As the agency responsible for the maintenance of the sanitary sewer system of Norris, the Norris Water Commission is providing you with this courtesy notice informing you that the sewer lateral serving the property located at

_____ requires maintenance/repair/replacement per City of Norris Code 18-406.

A sewer lateral is the underground sewer line from your home/business connected to the public network of sewer mains delivering sewage to the treatment plant.

Using closed-circuit television (CCTV) cameras and smoke technology, the NWC recently tested the sanitary sewer system and discovered evidence of significant leakage/disrepair in the private sanitary sewer lateral from the above referenced property.

As the property owner, you are responsible for the entire length of the private sanitary sewer lateral. We request that you contact a qualified plumbing contractor to service your sanitary sewer lateral within 90 days.

During your sanitary sewer lateral service, your plumbing contractor must protect the NWC's sewer mainlines from dislodged roots and other debris by utilizing catcher baskets at the manhole downstream from your lateral connection.

Thank you for helping the NWC keep the public's sewers clean and in good working order.

I have attached a list answering many of the standard questions asked. If you have any questions or further comments, please contact the City Office at (865)494-7645.

Respectfully,

Tony Wilkerson
NWC Superintendent

Attachment

Norris Sanitary Sewer Q & A

1. What is sanitary sewage?

Sanitary Sewage means wastewaters from residential, commercial, and industrial sources introduced by direct connection to the sewerage collection system tributary to the treatment works.

2. Why is it necessary to treat sanitary sewage before it is discharged into the environment?

The aim is to remove contaminants from sanitary sewage to produce an outflow (known as effluent) that is suitable to discharge to the surrounding environment, thereby preventing water pollution from raw sewage discharges. The basic function of wastewater treatment is to speed up the natural processes by which water is purified. There are two basic stages in the treatment of wastes, primary and secondary. In the primary stage, solids are allowed to settle and removed from wastewater. The secondary stage uses biological processes to further purify wastewater.

3. How does sanitary sewage get from my house to the treatment plant?

Typically, private sanitary sewer services (known as laterals) deliver water from your house to a NWC's sanitary sewer underground line/pipe. The NWC's lines/pipes, are all interconnected to deliver the community's sanitary sewage to the plant using gravitational or pumping methods.

4. Whom is responsible for the repair and maintenance of the sanitary sewer system?

In the case of the sewer plant and the NWC's main underground lines/pipes, the NWC is responsible for the repair and maintenance through the charging of fees to the customers. However, in the case of private sanitary sewer services (known as laterals), the property owner is responsible for repair and maintenance.

5. How does a property owner determine repair or maintenance is necessary on the laterals?

As part of the repair and maintenance efforts of NWC, the sanitary sewer system was recently filled with smoke. The smoke was then monitored to identify locations on the ground surface. Those locations are graded based on the degree of smoke leaking from the buried line. This method is an industry standard used to determine what underground lines/pipes/laterals require repair or maintenance. If your private sanitary sewer service (known as a lateral) was identified during recent smoking to need repair or maintenance, the NWC will be in contact.

6. What will I be expected to do if I am notified of a need for repairs or maintenance?

The NWC recommends you contact a licensed plumber and discuss your options. The NWC will expect property owners to address the need to repair or replace laterals in a prompt time.

7. Does the City of Norris/NWC have written policies and ordinances related to this process?

The short answer is yes:

(prohibition of allowing groundwater into sanitary sewer systems)

18-406 (3) **Physical connection to public sewers.**

“(g) No person shall make connection of roof downspouts, exterior foundation drains, areaway drains, basement drains, sump pumps, or other sources of surface runoff or groundwater to a building directly or indirectly to a public sanitary sewer.....”

(property owner responsibility for repair/maintenance/replacement of private sanitary sewer lines/laterals)

18-406 (4) **Maintenance of building sewers.**

“(a) Each individual property owner shall be entirely responsible for the construction, maintenance, repair, or replacement of the building sewer as deemed necessary by the superintendent to meet specifications of the Norris Water Commission. Owners failing to maintain or repair building sewers or who allow storm water or ground water to enter the sanitary sewer may face enforcement action the superintendent up to and including discontinuation of water and sewer service.”

(the time allowed to the property owner to repair/replace private sanitary sewer lines/laterals)

18-307. **Correction of existing violations.**

“The failure to correct conditions threatening the safety of the public water system as prohibited by this chapter and the Tennessee Code Annotated. § 68-221-711, within a reasonable time and within the time limits set by the superintendent shall be grounds for denial of water service.”

(What happens if a customer fails to repair after notification and responsible timeframe)

18-119. **Repair and maintenance services and supplies and charges therefor.**

“The Norris Water Commission is hereby authorized and empowered to contract for or render directly all supplies and/or construction, repair, or maintenance services necessary for or incidents to the providing of water and/or sewer services in accordance with the authority of the commission, and to recommend to council equitable rates and/or charges to be paid by users, customers, and/or consumers for such supplies and/or construction, repair, or maintenance services. Such rates and charges shall be based upon actual or estimated costs plus twenty percent (20%) overhead, and are to be charged to the user, customer, or consumer for whom such supplies are furnished or for whom construction, repair, or maintenance services are rendered. The commission is authorized and empowered to establish the necessary rules and regulations to insure the orderly and uniform handling of such service charges. (as added by Ord. #529, June 2011)”

18-410. **Enforcement and abatement.**

“Violators of these wastewater regulations may be cited to city court, general sessions court, chancery court, or other court of competent jurisdiction face fines, have sewer service terminated or the Norris Water Commission may seek further remedies as needed to protect the collection system, treatment plant, receiving stream, and public health including the issuance of discharge permits according to chapter 5. Repeated or continuous violation of this chapter is declared to be a public nuisance and may result in legal action against the property owner and/or occupant and the service line disconnected from sewer main. Upon notice by the superintendent that a violation has or is occurring, the user shall immediately take steps to stop or correct the violation. The Norris Water Commission may take any or all the following remedies:

- (1) Cite the user to city or general sessions court, where each twenty- four (24) hours of violation shall constitute a separate offense.
- (2) In an emergency situation where the superintendent has determined that immediate action is needed to protect the public health, safety or welfare, a public water supply or the facilities of the sewerage system, the superintendent may discontinue water service or disconnect sewer service.
- (3) File a lawsuit in chancery court or any other court of competent jurisdiction seeking damages against the user, and further seeking an injunction prohibiting further violations by user.
- (4) Seek further remedies as needed to protect the public health, safety or welfare, the public water supply or the facilities of the sewerage system. (1972 Code, § 8-210, as replaced by Ord. #529, June 2011)”

18-101. Reading of meters and billing date. (Water and Sewers)

All water meters shall be read monthly to the nearest one hundred (100) gallons and bills rendered on or as nearly as practicable to the tenth (10th) of each month, based on such reading. In the event of extreme weather conditions or other calamity, meter readings may be estimated based on the customer's average usage for the previous twelve (12) months. Any decision to issue a billing based on average usage will be made jointly by the water commission superintendent and secretary/treasurer, and billings will be noted "This billing is estimated based on customer average use." All bills shall be due and payable from and after the date such bills are rendered, at the office of the system, during the regular hours of business. (1972 Code, § 13-301, as replaced by Ord. #529, June 2011, and Ord. #588, Dec. 2015)

18-106. Circumvention of rules and regulations. (Water and Sewers)

It shall be unlawful for any party or person to take, obtain, or receive water from the municipal water system of the City of Norris when all or any part of the water is obtained by piping or procuring same without it passing through a city water meter, or by bringing same through a city water meter or meter box which has been rendered inoperative for the purpose of avoiding payment for the water passing through the water meter.

It shall be unlawful for any party or person who is lawfully or otherwise, receiving water from the municipal water system of the City of Norris to arrange, cause, permit, and/or allow himself or any other party or person to obtain, take or receive such water for the purpose of delivering same to or using such water in connection with an additional house, commercial building, manufacturing establishment, or any other type of building, improvement, or facility which, under the requirements, rules, and regulations of the City of Norris and/or the Norris Water Commission, would be required to be separately served with water and charged for same as a separate or individual water customer unit.

It shall be unlawful for any party or person, either personally or by means of an agent, to take, obtain, or receive water from the municipal water system of the City of Norris in any way or manner which would circumvent or violate any of the requirements, rules, regulations, etc., of the City of Norris and/or the Norris Water Commission relative to the municipal water system.

For each water service month, or fractional part thereof, that any party or person shall unlawfully take, obtain, or receive water from the municipal water system of the City of Norris, in any way or manner as heretofore herein defined or described in this section, such party or person, in addition to any other water use charges, fees, deposits, fines, etc., for which liability may accrue, shall also be liable for the payment of the minimum monthly water and/or sewer service charges. (1972 Code, § 13-306, as replaced by Ord. #529, June 2011)

18-107. Schedule of charges for water and sewer service. (Water and Sewers)

The schedule of charges for application service fees is established in the fee schedule ordinance adopted by city council. (as added by Ord. #529, June 2011)

18-108. Charge for automatic sprinkler service. (Water and Sewers)

The charge for services rendered is established in the fee schedule ordinance adopted by city council. (as added by Ord. #529, June 2011)

18-109. No fee water or sewer service. (Water and Sewers)

No water or sewer service shall be furnished or rendered free of charge to any person, firm, corporation, or to the city. (as added by Ord. #529, June 2011)

18-110. Reading of meters and billing date. (Water and Sewers)

All water meters shall be read monthly to the nearest one hundred (100) gallons and bills rendered on or as nearly as practicable to the 10th of each month, based on such reading. All bills shall be due and payable from and after the date such bills are rendered, at the office of the system, during the regular hours of business. (as added by Ord. #529, June 2011)

18-111. Billing when meter is faulty or inaccurate. (Water and Sewers)

In the event any meter shall be found to be inoperative during any given billing period or to be faulty or inaccurate for any reason, the meter will be replaced or repaired as soon as possible, and the bill for water used during the current period shall be the average of the last three (3) monthly bills, unless the use is of a seasonal character in which case it shall be based on previous years usage for the same month. (as added by Ord. #529, June 2011)

18-112. Delinquency date and charge. (Water and Sewers)

If any bill for water or sewer service shall be and remain due and unpaid after the twenty-seventh (27th) of the month of issue, there shall be an additional charge of ten percent (10%) added thereto. (as added by Ord. #529, June 2011)

18-113. Discontinuance of service to delinquent customers. (Water and Sewers)

If any bill for water or sewer service remains past due and unpaid thirty (30) days after the initial billing, the city will send a delinquent customer notice. The water commission will disconnect delinquent customers after forty-three (43) days from the initial billing, and not be reconnected until all past due bills have been paid in full, together with a reconnection charge as defined in the fee schedule ordinance adopted by city council. It shall be the duty of the superintendent of the system to notify the operator of the system of such delinquency. The operator shall proceed to the premises of the user so in arrears and disconnect service. The arrival of the operator at the premises constitutes a charge to the delinquent customer. If the customer desires to pay the bill at that time, a collection fee as defined in the fee schedule ordinance adopted by city council must be paid along with all other past due bills or the water service must be disconnected. The superintendent of the system shall have discretion in instances where strict compliance is not enforced based upon knowledge of unique problems or circumstances of the residents involved; for instance, a death in the family or other hardship; in the absence of the superintendent, the secretary/treasurer shall have the same discretion. (as added by Ord. #529, June 2011, and replaced by Ord. #588, Dec. 2015)

18-114. Tap fees. (Water and Sewers)

The initial water tap shall be performed by the Norris Water Commission's employees or its approved contractors for a minimum charge as defined in the fee schedule ordinance adopted by city council. The

initial sewer tap shall be performed by the Norris Water Commission's employees or its approved contractors for a minimum charge as defined in the fee schedule ordinance adopted by city council. (as added by Ord. #529, June 2011)

18-115. Non-refundable service connection fee. (Water and Sewers)

Each new residential property owner and non-property owner customer shall render to the Norris Water Commission a non-refundable service connection fee. The schedule of charges for application service fees is established in the fee schedule ordinance adopted by city council. (as added by Ord. #529, June 2011)

18-118. Water and sewer service to be charged for as a unit. (Water and Sewers)

The Norris Water Commission will combine charges for sewer and water service to the users thereof in one (1) statement and will bill the users of such services in such manner as to require the payment of both charges. (as added by Ord. #529, June 2011)

18-121. Water and sewer main extension variances. (Water and Sewers)

Whenever the Norris Water Commission is of the opinion that it is to the best interest of the city and its inhabitants to construct a water and/or sewer main extension without requiring strict compliance with the preceding section, such extension may be constructed upon such terms and conditions as shall be approved by the Norris Water Commission, in accordance with the laws and regulations of the State of Tennessee.

The authority to make water and/or sewer main extensions under the preceding section is permissive only and nothing contained therein shall be construed as requiring the city to make such extensions or to furnish service to any person or persons. (as added by Ord. #529, June 2011)

18-322. Inspection and testing fees. (Cross-Connections, Auxiliary Intakes, Etc.)

(1) Fees for initial or annual certification of a backflow prevention assembly may be published by the Norris City Council, based on the recommendation of the Norris Water Commission to reflect the cost of processing such certification.

(2) In the event that a backflow prevention assembly is deemed "failed" after the initial and annual performance evaluations, or there are deficiencies in the installation either from failure to conform to the installation criteria specified in this chapter/policy, or from deterioration, then the cross-connection control manager/coordinator or designee shall issue a written notice of failure or deficiency.

The cross-connection control manager/coordinator may waive any fees and/or cost that should be appropriately relieved. (as added by Ord. #529, June 2011)

18-507. Fees and billing. (Industrial/Commercial WW Regulations)

(1) Purpose. It is the purpose of this chapter to provide for the equitable recovery of costs from users of the city's wastewater treatment system including costs of operation, maintenance, administration, bond service costs, capital improvements, depreciation, and equitable cost

recovery of EPA administered federal wastewater grants.

(2) Types of charges and fees. The charges and fees as established in the city's schedule of charges and fees may include but are not limited to:

- (a) Inspection fee and tapping fee;
- (b) Fees for applications for discharge;
- (c) Sewer use charges;
- (d) Surcharge fees (see Table C);
- (e) Waste hauler permit;
- (f) Industrial wastewater discharge permit fees;
- (g) Fees for industrial discharge monitoring; and
- (h) Other fees as the city may deem necessary.

(3) Fees for application for discharge. A fee may be charged when a user or prospective user makes application for discharge as required by § 18-502 of this chapter.

(4) Inspection fee and tapping fee. An inspection fee and tapping fee for a building sewer installation shall be paid to the city's sewer department at the time the application is filed.

(5) Sewer user charges. The board of mayor and council members shall establish monthly rates and charges for the use of the wastewater system and for the services supplied by the wastewater system.

(6) Industrial wastewater discharge permit fees. A fee may be charged for the issuance of an industrial wastewater discharge fee in accordance with § 18-507 of this chapter.

(7) Fees for industrial discharge monitoring. Fees may be collected from industrial users having pretreatment or other discharge requirements to compensate the Norris Water Commission for the necessary compliance monitoring and other administrative duties of the pretreatment program.

(8) Administrative civil penalties. Administrative civil penalties shall be issued according to the following schedule. Violations are categorized in the Enforcement Response Guide Table (Appendix A). The local administrative officer may assess a penalty within the appropriate range. Penalty assessments are to be assessed per violation per day unless otherwise noted.

Category 1 No penalty;

Category 2 \$50.00--\$500.00;

Category 3 \$500.00--\$1,000.00;

Category 4 \$1,000.00--\$5,000.00;

Category 5 \$5,000.00--\$10,000.00. (as added by Ord. #529, June 2011)

Appendix A is available for review in the office of the city recorder.

Norris Water Commission
Water and Sewer Adjustment Policy

The Norris Water Commission, may at its option, make adjustment to unusually high water and sewer bills caused by excessive water use attributable to water leaks. A leak adjustment *will not* be given for unusual usage due to leaking commodes, dripping or running indoor or outdoor faucets, malfunctioning appliances, and similar situations.

Excessive water is defined as:

- Usage equal to greater than twice the *average monthly consumption by the requesting customer (account holder) caused by a detectable leak confirmed by Norris Water Commission and/or **documentation showing leak has been repaired.

**Average monthly consumption shall be determined using the average of the previous 12 months before the leak. If the customer does not have 12 months previous bills, then an average of the total bills shown on the history before the leak will be used to determine the average monthly consumption.*

***Customer must submit a signed Norris Water Commission Water Adjustment Request Form along with documentation from a plumber noting there was a leak and it has been repaired or statement and invoice of materials purchased to repair leak.*

Requirements:

- The leak must have been non-preventable and located in the service line on the customer's side of the meter. A leak adjustment may be granted whether the leak occurred inside or outside of the building being served.
- Leaking commodes, dripping/running faucets, malfunctioning appliances, and similar situations shall not constitute leaks which entitle the customer to a recalculated bill.
- Within thirty (30) days following discovery of the leak by the customer or the Norris Water Commission, the customer must make a written request to Norris Water Commission for a leak adjustment using the form provided by Norris Water Commission.

Norris Water Commission
Water and Sewer Adjustment Policy, continued

If it is determined by Norris Water Commission that an adjustment is warranted, an adjustment to the customer's bill will be made as follows:

1. Norris Water Commission will determine the average monthly consumption as defined above.
2. Excess billing for water above the average monthly bill will be adjusted by 50%. (The customer will pay the average monthly bill plus 50% of the excessive billing for water.)
3. If it is determined to the satisfaction of NWC that the excess water did not enter the sewer system, a 100% adjustment for sewer will be made for any excess billing above the average monthly sewer bill.
4. If it is determined that the excess water entered the sewer system or evidence is not sufficient to determine that it *did not* enter the sewer system, 50% of the excessive billing for sewer above the average monthly sewer will be adjusted.
5. On bills that are approved for a leak adjustment, all penalty charges will still apply.
6. The maximum number of adjustments allowed per customer in a twelve month period is one (1).
7. All water and sewer adjustments must have the approval of the Norris Water Superintendent or City Recorder.
8. Any exception(s) to the above Water and Sewer Adjustment Policy requires the approval of the Norris Water Commission.

18-110. Reading of meters and billing date. (Water and Sewers)

All water meters shall be read monthly to the nearest one hundred (100) gallons and bills rendered on or as nearly as practicable to the tenth (10th) of each month, based on such reading. In the event of extreme weather conditions or other calamity, meter readings may be estimated based on the customer's average usage for the previous twelve (12) months. Any decision to issue a billing based on average usage will be made jointly by the waterworks superintendent and ~~secretary/treasurer~~ **city manager**, and billings will be noted "This billing is estimated based on customer average use." All bills shall be due and payable from and after the date such bills are rendered, at the office of the system, during the regular hours of business. (1972 Code, § 13-301, as replaced by Ord. #529, June 2011, and Ord. #588, Dec. 2015)

18-113. Discontinuance of service to delinquent customers. (Water and Sewers)

If any bill for water or sewer service remains past due and unpaid thirty (30) days after the initial billing, the city will send a delinquent customer notice. The water commission will disconnect delinquent customers after forty-three (43) days from the initial billing, and not be reconnected until all past due bills have been paid in full, together with a reconnection charge as defined in the fee schedule ordinance adopted by city council. It shall be the duty of the **waterworks** superintendent ~~of the system~~ to notify the operator of the system of such delinquency. The operator shall proceed to the premises of the user so in arrears and disconnect service. The arrival of the operator at the premises constitutes a charge to the delinquent customer. ~~If the customer desires to pay the bill at that time, a collection fee as defined in the fee schedule ordinance adopted by city council must be paid along with all other past due bills or the water service must be disconnected.~~ The **waterworks** superintendent ~~of the system~~ shall have discretion in instances where strict compliance is not enforced based upon knowledge of unique problems or circumstances of the residents involved; for instance, a death in the family or other hardship; ~~in the absence of the superintendent, the secretary/treasurer shall have the same discretion.~~ (as added by Ord. #529, June 2011, and replaced by Ord. #588, Dec. 2015)

Ordinance 633

Other Charges and Fees

Non-refundable service connection fees for Water and/or Sewer:

• Property Owner:	_____	\$75
• Non-Property Owner:	_____	\$100
• Standard Service:	_____	\$50
• Temporary Connection:	_____	\$25

Note: Temporary connection shall be for no more than ~~fifteen~~ **7 (seven)** days

SECURITY DEPOSIT INFORMATION

Deposits must be paid before water and sewer service initiates. Deposits are refundable when services are discontinued. Maximum deposit amounts for residential accounts are \$54 for water and \$89 for sewer.

Customers may have the option of a \$10 credit check through ONLINE Utility Exchange, or pay the maximum designated deposit. Those customers with a satisfactory credit score will not be charged a deposit. Credit check fees are nonrefundable regardless of outcome.

The Norris Water Commission reserves the right to evaluate customers' payment histories to access credit risks that require additional deposits. Upon termination of service the deposit may be applied against any unpaid balance of the customer. If any balance remains, that amount will be refunded to the customer.

18-123. Deposits.

(1) When premises have been supplied with customer line and consumer desires a supply of water thereto, the consumer shall sign an application for the furnishing of water and shall make a cash deposit to secure payment for the water to be used and to secure payment of damages, if any, to the meter and/or meter setting. The amount of deposit, where the consumer desires ordinary or usual service, shall be in accordance with the schedule included in an ordinance adopting the fee schedule for title 18, utilities and services, schedule of charges for water and sewer service.

(2) Deposits shall not be applied in payment of current monthly bills and such deposit shall in no wise affect the city's rights to discontinue service arising from non-payment of bills as provided for in these rules and regulations. The city will not pay interest on deposits.

(3) The city will refund deposit upon written application to discontinue its service and upon receipt of payment in full for water metered to such consumer and for any meter damage, and/or damage to meter setting, for which such consumer may be liable under these rules and regulations.

(4) The consumer or property owner shall notify the city at the time each property becomes vacant. Otherwise, the consumer or property owner shall be responsible for any damage to the property of the city, and for all water metered to such property up until receipt of such vacancy notice.

(5) The city will presume service is being rendered from the time water is turned on by application of the consumer until the consumer or property owner gives it written notice to discontinue the service, and charges will be made accordingly.

(6) Deposits may be waived for customers with good credit ratings.

(7) If any consumer existing prior to the establishment of 18-123 or avoiding deposits under the terms of 18-506(6) fails to pay more than one (1) bill late in a twelve (12) month period, said customer will be subject to the full payment of deposits. Failure to comply within seven (7) days of notice is subject to water service discontinuation.

18-124. Deposits.

The applicant shall pay deposits to secure payment for sanitary sewer services. Deposits schedules are included in an ordinance adopting the fee schedule for title 18, utilities and services, schedule of charges for water and sewer service. All terms and conditions for sanitary sewer deposits shall be consistent with Section 18-123.

18-125. Test fire hydrants.

The city reserves the right to use or test fire hydrants without liability for any damage claims resulting from water discoloration or chemical or other change that might be caused by such practice.

18-126. Leak adjustment policy.

Whenever the Norris Water Department detects a meter that has an unusual high reading the department will immediately conduct an investigation to determine if the meter was misread. The Norris Water Department will then notify the consumer either in person, or currently provided forms of communication informing them of a possible leak.

(1) When the Norris Water Department receives a complaint of excessive billing, the department will first determine if the meter was misread.

(2) If the meter was misread, the City Manager or Waterworks Superintendent may give credit based on an average daily use since the previous months bill.

(5) If the City Manager or Waterworks Superintendent finds the excessive billing is due to the consumers plumbing, they will make a report to the Norris Water Commission which may make adjustments under the following conditions:

(a) An excessive bill must be at least twice the last six months average.

(b) An excessive bill may be adjusted only once in any twelve-month period, except with Norris Water Commission approval.

(c) After the complaint is received, the City Manager or Waterworks Superintendent will have the meter inspected to see that the leak has been permanently repaired, and a letter be prepared by the consumer stating the repair.

(d) The adjustment shall be an average of the last six months in which no leak was recorded.

(e) The customer will not pay a late charge if the adjustment procedure delays payment past the penalty date.

17-108. Deposits.

The applicant shall pay deposits to secure payment for refuse and trash disposal services. Deposits schedules are included in Section 17-107. All terms and conditions for refuse and trash disposal service deposits shall be consistent with Section 18-123.

Section 17-107. Refuse/recycle collection fees.

SECURITY DEPOSIT INFORMATION

Deposits must be paid before refuse, trash, or recycling disposal services initiate. Deposits are refundable when services are discontinued. Maximum deposit amounts for residential accounts are \$39.

Customers may have the option of a \$10 credit check through ONLINE Utility Exchange, or pay the maximum designated deposit. Those customers conducting a credit check for other utilities may have their credit check fee waived for congruent service checks. Those customers with a satisfactory credit score will not be charged a deposit. Credit check fees are nonrefundable regardless of outcome.

The City of Norris reserves the right to evaluate customers' payment histories to access credit risks that require additional deposits. Upon termination of service deposits may be applied against any unpaid balance of the customer. If any balance remains, that amount will be refunded to the customer.

#	Deposit Type	Deposit Date	Total Balance
1	Water Deposits	8/10/2004	\$10.00
2	Water Deposits	12/17/1993	\$22.00
3	Water Deposits	12/17/1993	\$22.00
4	Water Deposits	12/20/1993	\$22.00
5	Water Deposits	12/16/1993	\$22.00
6	Water Deposits	12/17/1993	\$22.00
7	Water Deposits	12/20/1993	\$22.00
8	Water Deposits	12/4/2003	\$22.00
9	Water Deposits	12/20/1993	\$22.00
10	Water Deposits	12/4/2003	\$22.00
11	Water Deposits	12/13/1993	\$22.00
12	Water Deposits	9/3/1981	\$22.00
13	Water Deposits	9/1/1989	\$22.00
14	Water Deposits	12/4/2003	\$22.00
15	Water Deposits	12/4/2003	\$22.00
16	Water Deposits	12/11/2001	\$25.00
17	Water Deposits	12/16/1993	\$25.00
18	Water Deposits	12/13/1993	\$25.00
19	Water Deposits	7/19/2002	\$25.00
20	Water Deposits	12/4/2003	\$25.00
21	Water Deposits	4/15/2011	\$25.00
22	Water Deposits	2/16/2006	\$25.00
23	Water Deposits	1/16/2004	\$25.00
24	Water Deposits	10/12/1994	\$25.00
25	Water Deposits	2/28/2000	\$25.00
26	Water Deposits	5/28/1998	\$25.00
27	Water Deposits	2/15/1995	\$25.00
28	Water Deposits	5/30/2006	\$25.00
29	Water Deposits	6/2/2008	\$25.00
30	Water Deposits	12/17/1993	\$25.00
31	Water Deposits	12/4/1998	\$25.00
32	Water Deposits	9/2/1992	\$25.00
33	Water Deposits	7/3/2000	\$25.00
34	Water Deposits	4/28/2009	\$25.00
35	Water Deposits	11/20/2002	\$25.00
36	Water Deposits	6/5/2003	\$25.00
37	Water Deposits	3/17/1987	\$25.00
38	Water Deposits	12/4/2003	\$25.00
39	Water Deposits	1/30/2001	\$25.00
40	Water Deposits	7/5/2002	\$25.00
41	Water Deposits	12/15/1993	\$25.00
42	Water Deposits	8/18/2003	\$25.00
43	Water Deposits	12/4/2003	\$25.00
44	Water Deposits	8/27/2007	\$25.00
45	Water Deposits	7/6/2010	\$25.00
46	Water Deposits	3/21/2002	\$25.00

47	Water Deposits	12/16/1993	\$25.00
48	Water Deposits	3/14/2003	\$25.00
49	Water Deposits	4/30/1987	\$25.00
50	Water Deposits	6/30/1993	\$25.00
51	Water Deposits	12/8/1997	\$25.00
52	Water Deposits	12/15/1993	\$25.00
53	Water Deposits	9/5/2001	\$25.00
54	Water Deposits	12/4/2003	\$25.00
55	Water Deposits	9/3/2010	\$25.00
56	Water Deposits	8/9/2007	\$25.00
57	Water Deposits	5/12/1989	\$25.00
58	Water Deposits	6/15/2011	\$25.00
59	Water Deposits	12/16/1993	\$25.00
60	Water Deposits	12/13/1993	\$25.00
61	Water Deposits	6/3/2005	\$25.00
62	Water Deposits	12/9/1993	\$25.00
63	Water Deposits	8/19/1987	\$25.00
64	Water Deposits	12/4/2003	\$25.00
65	Water Deposits	6/28/2002	\$25.00
66	Water Deposits	11/12/1992	\$25.00
67	Water Deposits	3/5/2007	\$25.00
68	Water Deposits	3/31/2004	\$25.00
69	Water Deposits	12/17/1993	\$25.00
70	Water Deposits	12/20/1993	\$25.00
71	Water Deposits	2/11/2008	\$25.00
72	Water Deposits	12/4/2003	\$25.00
73	Water Deposits	7/27/2006	\$25.00
74	Water Deposits	1/30/1996	\$25.00
75	Water Deposits	2/17/2000	\$25.00
76	Water Deposits	12/4/2003	\$25.00
77	Water Deposits	5/25/1990	\$25.00
78	Water Deposits	2/2/1998	\$25.00
79	Water Deposits	12/13/1993	\$25.00
80	Water Deposits	12/4/2003	\$25.00
81	Water Deposits	12/13/1993	\$25.00
82	Water Deposits	8/31/2007	\$25.00
83	Water Deposits	12/4/2003	\$25.00
84	Water Deposits	9/3/1999	\$25.00
85	Water Deposits	12/4/2003	\$25.00
86	Water Deposits	6/12/1992	\$25.00
87	Water Deposits	7/30/2007	\$25.00
88	Water Deposits	4/8/2004	\$25.00
89	Water Deposits	12/4/2003	\$25.00
90	Water Deposits	1/20/1992	\$25.00
91	Water Deposits	9/10/1996	\$25.00
92	Water Deposits	4/13/2006	\$25.00
93	Water Deposits	6/29/2000	\$25.00

94	Water Deposits	4/6/2007	\$25.00
95	Water Deposits	12/13/1993	\$25.00
96	Water Deposits	5/11/2001	\$25.00
97	Water Deposits	9/15/1998	\$25.00
98	Water Deposits	6/25/2010	\$25.00
99	Water Deposits	12/4/2003	\$25.00
100	Water Deposits	12/15/1993	\$25.00
101	Water Deposits	12/4/2003	\$25.00
102	Water Deposits	7/2/2007	\$25.00
103	Water Deposits	2/17/1988	\$25.00
104	Water Deposits	12/16/1993	\$25.00
105	Water Deposits	8/18/2004	\$25.00
106	Water Deposits	12/26/1984	\$25.00
107	Water Deposits	12/16/1991	\$25.00
108	Water Deposits	11/21/2003	\$25.00
109	Water Deposits	12/17/1993	\$25.00
110	Water Deposits	6/30/2005	\$25.00
111	Water Deposits	12/4/2003	\$25.00
112	Water Deposits	3/30/2007	\$25.00
113	Water Deposits	7/20/2009	\$25.00
114	Water Deposits	1/22/1998	\$25.00
115	Water Deposits	8/8/2006	\$25.00
116	Water Deposits	8/14/1987	\$25.00
117	Water Deposits	3/28/2002	\$25.00
118	Water Deposits	9/11/1995	\$25.00
119	Water Deposits	10/27/2003	\$25.00
120	Water Deposits	3/7/2008	\$25.00
121	Water Deposits	12/16/1987	\$25.00
122	Water Deposits	5/10/2007	\$25.00
123	Water Deposits	12/20/1993	\$25.00
124	Water Deposits	12/20/1993	\$25.00
125	Water Deposits	8/22/2007	\$25.00
126	Water Deposits	10/7/1986	\$25.00
127	Water Deposits	10/1/2009	\$25.00
128	Water Deposits	12/11/1995	\$25.00
129	Water Deposits	12/16/1993	\$25.00
130	Water Deposits	9/30/1999	\$25.00
131	Water Deposits	12/8/2006	\$25.00
132	Water Deposits	12/4/2003	\$25.00
133	Water Deposits	9/15/2010	\$25.00
134	Water Deposits	5/28/1997	\$25.00
135	Water Deposits	12/15/1993	\$25.00
136	Water Deposits	3/1/1993	\$25.00
137	Water Deposits	8/29/2008	\$25.00
138	Water Deposits	12/13/1993	\$25.00
139	Water Deposits	3/16/2011	\$25.00
140	Water Deposits	11/17/2006	\$25.00

141	Water Deposits	12/4/2003	\$25.00
142	Water Deposits	7/15/1999	\$25.00
143	Water Deposits	2/27/2003	\$25.00
144	Water Deposits	2/1/2002	\$25.00
145	Water Deposits	12/15/1993	\$25.00
146	Water Deposits	6/11/1993	\$25.00
147	Water Deposits	8/5/1982	\$25.00
148	Water Deposits	12/28/1998	\$25.00
149	Water Deposits	11/29/1990	\$25.00
150	Water Deposits	12/4/2003	\$25.00
151	Water Deposits	11/1/1993	\$25.00
152	Water Deposits	5/10/1994	\$25.00
153	Water Deposits	1/30/2009	\$25.00
154	Water Deposits	6/5/2009	\$25.00
155	Water Deposits	9/17/1996	\$25.00
156	Water Deposits	3/27/2002	\$25.00
157	Water Deposits	5/18/1983	\$25.00
158	Water Deposits	12/4/2003	\$25.00
159	Water Deposits	7/31/2001	\$25.00
160	Water Deposits	8/11/2003	\$25.00
161	Water Deposits	4/22/1999	\$25.00
162	Water Deposits	12/4/2003	\$25.00
163	Water Deposits	9/4/1990	\$25.00
164	Water Deposits	7/7/2005	\$25.00
165	Water Deposits	7/16/2001	\$25.00
166	Water Deposits	4/30/1992	\$25.00
167	Water Deposits	9/10/2009	\$25.00
168	Water Deposits	4/12/2001	\$25.00
169	Water Deposits	7/1/1996	\$25.00
170	Water Deposits	12/13/1994	\$25.00
171	Water Deposits	4/30/1998	\$25.00
172	Water Deposits	12/13/1993	\$25.00
173	Water Deposits	6/28/1994	\$25.00
174	Water Deposits	9/23/1991	\$25.00
175	Water Deposits	8/3/2000	\$25.00
176	Water Deposits	12/15/1993	\$25.00
177	Water Deposits	6/17/1994	\$25.00
178	Water Deposits	4/11/1991	\$25.00
179	Water Deposits	2/9/1998	\$25.00
180	Water Deposits	9/27/2002	\$25.00
181	Water Deposits	8/15/2003	\$25.00
182	Water Deposits	11/14/2005	\$25.00
183	Water Deposits	6/23/2006	\$25.00
184	Water Deposits	6/23/2006	\$25.00
185	Water Deposits	1/8/2003	\$25.00
186	Water Deposits	5/11/1984	\$25.00
187	Water Deposits	12/4/2003	\$25.00

188	Water Deposits	1/3/2005	\$25.00
189	Water Deposits	10/30/1992	\$25.00
190	Water Deposits	6/6/2002	\$25.00
191	Water Deposits	2/25/2005	\$25.00
192	Water Deposits	3/7/2002	\$25.00
193	Water Deposits	6/5/1998	\$25.00
194	Water Deposits	12/13/1993	\$25.00
195	Water Deposits	7/1/1993	\$25.00
196	Water Deposits	11/13/2007	\$25.00
197	Water Deposits	10/11/1988	\$25.00
198	Water Deposits	11/13/2009	\$25.00
199	Water Deposits	10/21/2005	\$25.00
200	Water Deposits	8/15/1996	\$25.00
201	Water Deposits	12/4/2003	\$25.00
202	Water Deposits	12/2/1986	\$25.00
203	Water Deposits	12/4/2003	\$25.00
204	Water Deposits	12/6/1999	\$25.00
205	Water Deposits	12/4/2003	\$25.00
206	Water Deposits	7/14/2008	\$25.00
207	Water Deposits	12/11/1985	\$25.00
208	Water Deposits	1/25/1995	\$25.00
209	Water Deposits	8/26/2003	\$25.00
210	Water Deposits	2/25/2003	\$25.00
211	Water Deposits	12/13/1993	\$25.00
212	Water Deposits	2/13/1992	\$25.00
213	Water Deposits	5/8/2001	\$25.00
214	Water Deposits	12/5/1996	\$25.00
215	Water Deposits	6/1/2007	\$25.00
216	Water Deposits	4/26/1993	\$25.00
217	Water Deposits	12/4/2003	\$25.00
218	Water Deposits	12/17/1993	\$25.00
219	Water Deposits	5/8/2006	\$25.00
220	Water Deposits	7/21/2008	\$25.00
221	Water Deposits	9/4/2003	\$25.00
222	Water Deposits	10/15/1990	\$25.00
223	Water Deposits	12/4/2003	\$25.00
224	Water Deposits	6/10/1997	\$25.00
225	Water Deposits	9/1/2009	\$25.00
226	Water Deposits	3/31/2004	\$25.00
227	Water Deposits	2/8/2000	\$25.00
228	Water Deposits	9/6/2000	\$25.00
229	Water Deposits	12/4/2003	\$25.00
230	Water Deposits	12/15/1993	\$25.00
231	Water Deposits	4/11/2006	\$25.00
232	Water Deposits	9/4/2008	\$25.00
233	Water Deposits	5/2/2000	\$25.00
234	Water Deposits	4/17/1998	\$25.00

235	Water Deposits	11/19/1993	\$25.00
236	Water Deposits	12/4/2003	\$25.00
237	Water Deposits	12/23/2003	\$25.00
238	Water Deposits	1/21/1999	\$25.00
239	Water Deposits	12/4/2003	\$25.00
240	Water Deposits	12/4/2003	\$25.00
241	Water Deposits	9/23/2008	\$25.00
242	Water Deposits	7/24/2001	\$25.00
243	Water Deposits	2/20/1991	\$25.00
244	Water Deposits	12/4/2003	\$25.00
245	Water Deposits	1/26/2004	\$25.00
246	Water Deposits	6/6/2005	\$25.00
247	Water Deposits	12/5/2005	\$25.00
248	Water Deposits	9/24/1987	\$25.00
249	Water Deposits	12/12/2002	\$25.00
250	Water Deposits	12/4/2003	\$25.00
251	Water Deposits	7/9/2007	\$25.00
252	Water Deposits	12/30/1996	\$25.00
253	Water Deposits	12/4/2003	\$25.00
254	Water Deposits	8/11/2000	\$25.00
255	Water Deposits	9/18/2003	\$25.00
256	Water Deposits	1/10/1983	\$25.00
257	Water Deposits	5/12/2008	\$25.00
258	Water Deposits	5/15/2008	\$25.00
259	Water Deposits	10/19/2001	\$25.00
260	Water Deposits	12/4/2003	\$25.00
261	Water Deposits	1/22/1981	\$25.00
262	Water Deposits	10/6/2005	\$25.00
263	Water Deposits	1/3/2000	\$25.00
264	Water Deposits	9/8/2003	\$25.00
265	Water Deposits	12/1/2002	\$25.00
266	Water Deposits	5/20/2010	\$25.00
267	Water Deposits	12/4/2003	\$25.00
268	Water Deposits	12/1/1992	\$25.00
269	Water Deposits	7/5/1990	\$25.00
270	Water Deposits	4/17/1998	\$25.00
271	Water Deposits	10/3/2002	\$25.00
272	Water Deposits	7/30/1993	\$25.00
273	Water Deposits	6/9/1986	\$25.00
274	Water Deposits	12/4/2003	\$25.00
275	Water Deposits	12/4/2003	\$25.00
276	Water Deposits	5/31/2001	\$25.00
277	Water Deposits	7/13/1988	\$25.00
278	Water Deposits	3/6/2001	\$25.00
279	Water Deposits	6/28/2001	\$25.00
280	Water Deposits	12/4/2003	\$25.00
281	Water Deposits	4/20/1998	\$25.00

282	Water Deposits	12/17/1992	\$25.00
283	Water Deposits	6/1/2007	\$25.00
284	Water Deposits	1/4/1988	\$25.00
285	Water Deposits	12/4/2003	\$25.00
286	Water Deposits	11/9/2009	\$25.00
287	Water Deposits	9/21/1989	\$25.00
288	Water Deposits	10/15/2007	\$25.00
289	Water Deposits	12/4/2003	\$25.00
290	Water Deposits	3/3/2011	\$25.00
291	Water Deposits	5/31/1994	\$25.00
292	Water Deposits	12/4/2003	\$25.00
293	Water Deposits	6/29/2010	\$25.00
294	Water Deposits	4/29/1980	\$25.00
295	Water Deposits	10/25/2002	\$25.00
296	Water Deposits	4/26/2010	\$25.00
297	Water Deposits	1/16/1996	\$25.00
298	Water Deposits	3/16/1994	\$25.00
299	Water Deposits	12/1/1998	\$25.00
300	Water Deposits	11/17/2000	\$25.00
301	Water Deposits	3/31/2011	\$25.00
302	Water Deposits	10/12/2007	\$25.00
303	Water Deposits	9/29/1998	\$25.00
304	Water Deposits	12/4/2003	\$25.00
305	Water Deposits	1/3/1984	\$25.00
306	Water Deposits	6/13/1991	\$25.00
307	Water Deposits	1/18/2011	\$25.00
308	Water Deposits	7/31/1998	\$25.00
309	Water Deposits	3/18/1985	\$25.00
310	Water Deposits	6/15/1999	\$25.00
311	Water Deposits	1/27/2000	\$25.00
312	Water Deposits	4/4/2003	\$25.00
313	Water Deposits	6/28/2005	\$25.00
314	Water Deposits	12/4/2003	\$25.00
315	Water Deposits	1/1/1983	\$30.00
316	Water Deposits	12/4/2003	\$30.00
317	Water Deposits	12/4/2003	\$36.60
318	Water Deposits	12/15/1993	\$50.00
319	Water Deposits	3/30/2009	\$50.00
320	Water Deposits	7/29/1998	\$50.00
321	Water Deposits	4/4/1995	\$50.00
322	Water Deposits	6/23/2006	\$50.00
323	Water Deposits	1/25/2010	\$50.00
324	Water Deposits	10/15/2001	\$50.00
325	Water Deposits	8/1/1988	\$50.00
326	Water Deposits	8/26/2005	\$50.00
327	Water Deposits	6/22/1995	\$50.00
328	Water Deposits	3/16/2010	\$50.00

329	Water Deposits	10/6/1993	\$50.00
330	Water Deposits	12/16/1993	\$50.00
331	Water Deposits	8/7/1998	\$50.00
332	Water Deposits	1/11/2008	\$50.00
333	Water Deposits	11/1/2010	\$50.00
334	Water Deposits	3/28/2008	\$50.00
335	Water Deposits	12/4/2003	\$50.00
336	Water Deposits	5/19/2003	\$50.00
337	Water Deposits	1/11/1994	\$50.00
338	Water Deposits	12/17/1993	\$60.60
339	Water Deposits	12/17/1993	\$100.00
340	Water Deposits	12/17/1993	\$100.00
341	Water Deposits	12/17/1986	\$200.00
342	Water Deposits	12/17/1993	\$250.00
343	Water Deposits	1/16/2004	\$250.00
344	Water Deposits	12/17/1993	\$250.00
345	Water Deposits	7/16/1985	\$250.00

\$10,350.20

citymanager@norristn.gov

From: Carrier, Angie <angie.carrier@tennessee.edu>
Sent: Wednesday, August 16, 2023 3:52 PM
To: citymanager@norristn.gov
Cc: watersuperintendent@norristn.gov; assistantcitymanager@norristn.gov
Subject: RE: Utility Deposits

Follow Up Flag: Follow up
Flag Status: Flagged

Adam,

I deferred to Travis Bishop, Finance and Accounting consultant and his response as follows:

Adam is referring to the Rules of Tennessee Public Utility Commission. I don't think those apply. Here is the statement from their website. The Tennessee Public Utility Commission, known as TPUC, is responsible for setting rates and service standards for privately owned telephone, natural gas, water, wastewater, and electric utilities.

Interest on Deposits:

Sid has an opinion regarding customer deposit that was last reviewed in 2021. It states, **“As you yourself have apparently discovered, there are no Tennessee statutes or cases governing that question. As far as I can determine, there is only one case in other jurisdictions on that question. That case concluded that the interest on the security deposit belongs to the customer. Cases cited in that case for the proposition that " interest follows the principal" may support that conclusion.”** Here is the link: <https://www.mtas.tennessee.edu/knowledgebase/interest-earned-utility-deposit> I have always taken the approach that customer deposits held in interest bearing accounts shall remit interest to the customer at the time the deposit is refunded. Most cities will not maintain deposits in interest bearing accounts as this requires a great deal of work to allocate a few pennies. Deposit held in noninterest bearing accounts are allowable.

Deposit Amounts:

Our Utility Board Training Manual states, **“Customers should be charged a deposit adequate to ensure that the city will not lose appreciable amounts of money from unpaid bills and bad debts. A deposit should be enough to cover the amount that would be outstanding before the service would be cut off for non-payment. In calculating deposit amounts remember that the customer is still using the water/sewer service from the time the meter is read through whatever time period the city uses for cut offs. The deposit amount needs to be enough to cover this usage period as much as possible.”** I did not find any statute that puts a specific amount or time period on the deposit similar to those in the Tennessee Public Utility Commission.

Estimated Usage:

I'm not aware of a standard for estimated usage. Steve Wyatt may be a better resource for this. I would not make it a complicated amount. To me, I have a residential deposit rate and a separate industrial/commercial deposit rate. I take the usage for the time period determined above divided by the number of customers for each class and set my deposit rate.

Please let me know if you have any additional questions.

Warm Regards,



Proposal for:

City of Norris, TN

Providing
Applicant Risk Assessment,
Identity Verification

Submitted by:

Shane Burger
National Account Executive
685 West Firetower Road
Winterville, NC 28590
Direct Line 252-754-3284
sburger@onlineis.com

ABOUT ONLINE

The company that is now ONLINE Information Services, Inc. started as a small merchant credit bureau located in downtown Greenville, NC, in the 1950's. Over time, it changed names from Southeastern Credit Bureaus to Eastern North Carolina Credit Bureaus and several partners came and went. Officially, ONLINE Information Services was formed on August 23, 1989, and the current shareholders have remained in place since November of 1986. ONLINE made a drastic shift in our focus 20 years ago from being a local credit bureau and collection agency serving a wide variety of clients to concentrating on working with municipal and utility providers to eliminate their bad debt.

ONLINE operates one corporate location where all our services are provided to our clients located in Winterville, North Carolina. ONLINE does not outsource any of our services, this means that ONLINE has total control over the level of service our clients receive.

ONLINE is currently a member of the American Collectors Association (ACA) and our President currently sits on the board of the North Carolina Collectors Association which is directly affiliated with the ACA. ONLINE is also a member of the Consumer Data Industry Association. Being members of these two key industry associations shows ONLINE's commitment to making sure we remain at the fore front of federal, state, and local regulation when it pertains to providing collection and credit reporting services to our clients.

CLIENTS

ONLINE Information Services currently serves approximately 5500 clients in its credit screening and risk assessment services. In addition ONLINE serves an additional 800 clients in its collection agency division, ONLINE Collections. The Utility Exchange and the Rental Exchange provide utilities and property management clients with risk assessment services. While ONLINE strives to lower our clients write offs through providing these services ONLINE is able to locate debtors through this network and collect from them when others are still looking for them.

OVERVIEW OF SERVICES

ONLINE uses a proprietary scoring module that is based on the applicant's Experian File One credit score and then applies ONLINE's own modeling based on our own data and the applicant's past utility payment history. It is 99% accurate in predicting the likelihood of a consumer paying their utility bill two years into the future.

Keep in mind that a good portion of credit bureau scoring models are heavily weighted because of medical bills and other unpaid bills that have little to do with whether the applicant will default on their bill to your company.

Our job is to identify those consumers who apply for service and tell you how much deposit, if any, you need to charge that applicant to reduce or eliminate the risk of you losing money through a charge-off to bad debt.

ONLINE Utility Exchange prioritizes unpaid utility bills in our scoring model and that sets us apart is our deposit decision feature. ONLINE has millions of unpaid utility bills that are not reported anywhere else plus all of those reported to Experian. We are able to score every adult American. If an applicant has an unpaid utility bill, we force a maximum deposit on those particular applicants. This allows our clients to protect themselves from these utility non-payers.

The ONLINE Utility Exchange report offers your company a "total solution" to eliminating bad debt at the point of application and changes the dynamics of your relationship with your customers.

The SSN Verification section is designed to identify fraud and identity theft at the point of application. System wide:

- 70% of all applicants apply using a social security number that is the applicant's correct social security number;
- 20% apply with a name variation like the one above;
- 5% are committing identity fraud
- 3% are using a deceased or non-issued SSN
- 1% are using a SSN that belongs to someone below the age of 18
- 1% of applicants have no file

This report also returns all CRA (credit reporting agency) Red Flag Rule alerts that are required by the FCRA to be Red Flag compliant as Additional Alerts.

Our deposit decisions allow you to mitigate your risk of doing business with those who pose the greatest risk for non-payment, while allowing you to treat your best customers with the respect they deserve. The Utility Exchange shifts the burden of bad debt off of the shoulders of your honest customers by reducing or eliminating deposits for those honest customers. You can quickly identify the marginal and bad applicants and charge smaller to applicants who pose a small risk and your worst applicants a significant deposit – most charge those two times the average monthly usage for that address. These deposit decisions are completely customizable and can return anything you wish – i.e. either a multiple or an amount.

These two sections combined - fraud detection and charging an appropriate risk-based deposit - eliminate as much as 75% of your charged-off bad debt at the point of application. We have found across our entire customer base that 15% of bad debt is eliminated by eliminating application fraud – including identity theft. The remaining portion is reduced significantly because you shift your bad debt to the bad guys.

JODY, KIMBERLY A
887700366
7029 N FISK CT
KANSAS CITY, MO 64511
PHONE: 8165551212
Reported DOB: 03/25/1959



ALLEN, DONALD S
 888366186
10 PARKER RD
ASHLAND, MA 01721
PHONE: 5085551212
Reported DOB: 04/14/1965

[Print Report](#)
[Print Adverse Letter](#)

SSN Verification

RED FLAG ALERT

Good Match

REPORTED ADDRESS DOES NOT MATCH INQUIRY
ISSUED: 1964-1966

SSN Verification

RED FLAG ALERT

No Match

INVESTIGATE IDENTITY FURTHER

Deposit Decision

56.6%
Potential Delinquency Risk

Maximum Deposit: \$350
CHAPTER 13 BANKRUPTCY DISMISSED
FILED: 1/7/2014

Deposit Decision

2.4%
Potential Delinquency Risk

Minimum/Waive Deposit

Exchange Results

KIMBERLY JODY
123 MAIN ST
LEXINGTON, KY 40502
Company: ELECTRIC COOPERATIVE
ACCT#: 105893-16
Amount Owed: \$335.27
Service Ended: 12/7/2014

Exchange Results

No Exchange Results Found

Other Unpaid Utilities

NASHVILLE ELECTRIC SVC-E
ACCT#: 7150460000498542
Amount Owed: \$356.00 as of 12/28/2012

Other Unpaid Utilities

No Negative Data Available

The final section, Exchange Results and Other Unpaid Utilities tells you whether this applicant pays their utility bills. We pull the Exchange Results from our other Exchange members, so you would get all of the charged-off accounts from all Utility Exchange Members returned in this section. Obviously, not everybody uses our product – at least not yet – so we scrape any unpaid utility bills off of the credit file and return those bills for you. The great thing here is that if your applicant owes another utility, the deposit decision is automatically pushed to require a maximum deposit.

Next, the applicant is handed an adverse action letter that prints right at your office. That Adverse Action letter takes your CSR out of any dispute about the adverse action (charging a higher deposit). If that consumer or any consumer owes your utility money, it shows up and that triggers a psychological flag that raises the value of that unpaid bill in that consumer’s mind.

Finally, the demographic data: i.e. name, address, social, phones, place of employment, and any other data you enter into your application screen, is scraped as it is submitted to pull your Utility Exchange file and that demographic data is then systematically compared to charged-off bad debt in our system at our collection agency and those accounts are then called and their past-due amounts collected.

Commercial and business applicants can be screen through three options from our website: 1) an Experian Intelliscore report returns a score on the likelihood of that business paying you; 2) a full Business Report returns a full commercial credit report on that business, 3) a combined report combines the power of both. We also recommend using the normal Utility Exchange Report for screening sole proprietorships, partnerships and LLC’s. All this is available through our web portal.

“The Total Solution”

The ONLINE Utility Exchange prevents bad debt at the point of service application

ONLINE Information Services, Inc. operates both the ONLINE Utility Exchange and ONLINE Collections. Through the ONLINE Utility Exchange our members are able to assess the risk of providing service to a new applicant thus taking an accurate deposit at the point of application preventing a bad debt from ever occurring. The Exchange provides an ID Verification, Deposit Decision, and the Utility Exchange Data. Due to changes in the Fair Credit Reporting Act and the additional responsibilities of utilities with regard to the new Red Flag Rules our clients are able to leverage their use of the ONLINE Utility Exchange to be in compliance.

Allows members to track non-payers and require an increased deposit based on the fact that the applicant does not pay their utility bills specifically
Accurately assesses the risk of doing business with the new service applicant
Verifies new service applicant is providing the correct identity information

Pricing Structure

Name	Price
------	-------

ONLINE Utility Exchange Report ONLINE Utility Exchange Report (Includes Identity Verification, Deposit Decision, and Utility Exchange Hits)	\$3.15
Monthly Access Fee	\$30.00
Regulatory Compliance Recovery Fee Charged per transaction	\$0.22

AFFILIATIONS AND CERTIFICATIONS

ONLINE has been a member in good standing with the American Collectors Association (ACA) since 1988. ONLINE's president, John W. Blair, is on the board of directors for the NC Chapter of ACA. This membership keeps ONLINE informed of any future changes in collection laws and allows us to maintain compliance with existing laws. ONLINE takes our memberships a step further by being actively involved in associations that affect organizations like Commonwealth Edison.

ONLINE is proud to be affiliated with the following organizations:



From: Robert Ramsey <Robert.Ramsey@tn.gov>
Sent: Monday, August 14, 2023 9:40 AM
To: watersuperintendent@norrlistn.gov
Subject: Re: [EXTERNAL] FW: Garlon 3A specimen labels and sds

Tony,

If the application adheres to the manufactures directions, including volume, concentration, frequency and setbacks, this should be fine. One qualifier, depending on the area to be treated the town may require a permit for treating aquatic areas. In most cases where this is required the contractor that does the application holds the permit.

Robert W. Ramsey, Facilities Unit Manager
Division of Water Resources/Knoxville Environmental Field Office
Mobile: 865-203-3523
E-mail:Robert.Ramsey@tn.gov

To: Norris Water Commission (Interim) Board

From: Tony Wilkerson, Water Superintendent

Date: August 21, 2023

RE: Superintendent Report

1. **Water Pumped MG/Sold/% loss**—See attached
Sold to ACWA: Alley-554,700/Alley Road-404,400/Res.-1.4 MG,000 each location
2. **Water Budget**-see financial reports thru 2023
- a) **Rainfall** July 2023 -_3.64"/ 31.44"-YTD:" Source ok presently-
3. **Operations Building**: clean

- 4 . **WWTP-Non-Compliance-VIOLATIONS**—(NO VIOLATIONS)- In the month of July 2023
 - a. -Reports-Monthly to TDEC-(3 monthly)
 - b. Dailey Inspections (84 points to inspect) and Operations
 - i. Recorded Dailey on Log Book and Computer
 - c. **WWTP-Training**-Cameron Scott
 - d. **Press Sludge**-__3__ times this month.
 - e. **Supernatant**- __2__ times
 - f. **Pumped Aeration to Digester**-__8__times mth
 - Tons of sludge hauled- zero
 - Rain:-3.52" at STP
 - Ferm Zone-Dailey mixing/logging
 - Ground Maintenance-weekly
 - **Final Sampler**-Out of Service- Manually pick up required samples every 30 minutes for 8 hours to meet composite regulations -

5. **WTP-Water Plant**:
 - a. -Reports-Monthly-to TDEC completed (4 monthly-7quarterly)
 - b. -Dailey Inspections conducted (7 days a week) morning-evening inspection (52 points of inspection each time entered the plant)
 - c. Dailey Testing conducted morning /evening
 - i. Record Dailey on Log Book and Computer
 - d. – Samples- Bacteriological ,Lagoon and quarterly Samples collected
 - e. -Backwashed Filters-__3__ this month-Requires 6 hours each BW. (coating)
 - i. -Kevin Jeffer-PTE-is training in the operations of the WTP, and NDSP operation
 - ii. Alum Tank-drained-cleaned out-refilled (Turbidity issues) task COMPLETED
 - f. TVA-Fill Sump tank
 - g. Ground Maintenance -weekly

7. Distribution System:

- a. -Read Meters/Rereads-4 day
- b. b.-Bact Samples-Collected 2-regular
- c. c.-Spring – checked 6 times this month
 - a. Ground Maintenance
- d. -Service Calls- for the month of July 2023 (See attached)
- e. Oak Road Pool-NWC staff turn on/turn off 6 times in July 2023-including some Saturdays
- f. July 4th-Assisted Fire Dept. with Fire Hydrant and water ball
- g. 141 Hilltop Lane-water service line repair
- h. 30 Dairy Pond-water service line repair

8. Flushing Program: NWC Team flushed -Orchard Road-Fire Hydrant, Oak Road-Pine Road

9. Sewer Collection System:

- Sewer Stoppages (see service calls list)
- NMS/ 21 West Norris Road-sewer line upgrade

Old Business:

O-1-Benny Carden-Memorial-Supt. Wilkerson reports the one plaque is in process of being installed at the Norris Community Building. Open Discussion of when to recognize with inviting the family.

***O-2: -Norris Middle School-** Supt. Wilkerson reports the sewer tap for new school addition is completed. Also Mr. Wilkerson reports NWC Team replaced 21 West Norris Road-sewer service line from 4" clay sewer pipe to 4" PVC Pipe-eliminated I/I !! GREAT JOB NWC TEAM. Also, NWC Assisted Norris Public Works with replacing the asphalt in the affected area. Supt. Wilkerson would like to recognize and thank NWC, NPW, Norris Police Dept, City Office Staff and Barger's Contractor for a project well accomplished. Also Special Thanks to Norris Police Department for Traffic Control!!

O-3:New NPDES PERMIT: Supt. Wilkerson reports Norris STP received our NEW Discharge Permit for the STP, which expires in September 2028.

*** O-4: WTP-Telemetry/Tank Project:** Supt Wilkerson reports Tennessee Assoc. was on site August 14, 2023 and completed Sensa phone installation and THE NEW SCADA is in operation for alarms. Open Discussion/gather information/cost for the TANK to WTP wireless on and off controls. It will include a subscription for wireless of about 10.00 a month.

***O-5 WWTP:** Update on the following-Directors Order, City Council Update, CCI update-Open for any discussion/Also See #4-Supt Report

O-6: Distribution- See Supt Report-see #7 and # 8

O-7: Sewer Collection-See Supt report #9

O-8: Cross-Connection: Supt. Wilkerson reports with new employees coming on board, the team will be conducting inspections over the next two month.

0-9:-Distribution System-Water Line Inventory: Galvanize pipe-Supt. Wilkerson is reviewing Lead Service Line Inventories procedures. NWC Team is in the process of collecting data out in the system. This will be on-going up to a year.

0-10: SB845 TN Board of Utility Regulation

0-11: Review of Policies & Procedures Update: City Mgr.

Utility Bill Adjustments

Disconnections

Bad Debit

Deposits/Service Connections

0-12: Alternative water supply Project Update: Open for discussion

0-13: Wastewater Regionalization Study

0-14: Equipment: Supt Wilkerson reports information from Meade Equipment, one bucket cylinder will need to be taken to a machine shop for repairs and Meade is seeking a machine shop to perform repairs. Per Meade (John Deere Dealer) our machine is obsolete you would say (1993 Model) 40 years of age

NEW BUSINESS:

N-1 Capitol Equipment Discussion: Mini – Excavator/Skid Steer/Jet Machine

N-2: **Norris Dam State Park**-water line Improvements-Action needed by NWC/Supt to proceed in support of TDEC/NDSP improvements-upgrades

N-3:Norris Waterworks Employees-New Hires

-We welcome Mr. Xan Ridenour and Mr. Adam Roberson , to the Team !!!

N-4: Norris Dam State Park-Sewer Plant-Contract Renewal

NORRIS WATER COMMISSION Unaccounted for Water Report July2023-June 2024

MONTH	WATER PUMPED	WATER SOLD/ METERED	METERED FOR CONSUMPTION	FIRE DEPT. USAGE	FLUSHING	Tank Clean/Fill	Water BILL ADJ.	Water LOST	% LOST	# Cust.
			NOT SOLD							
July	8,067,000	6,329,600	653,400	5,000	580,000		31,600	472,400	5.86%	798
August								0	#DIV/0!	
Sept.								0	#DIV/0!	
Oct.								0	#DIV/0!	
Nov.								0	#DIV/0!	
Dec.								0	#DIV/0!	
Jan.								0	#DIV/0!	
Feb.								0	#DIV/0!	
March								0	#DIV/0!	
April								0	#DIV/0!	
May								0	#DIV/0!	
June								0	#DIV/0!	
Total	8,067,000	6,329,600	653,400	5,000	580,000	0	0	472,400		

	A	B	C	D	E	F	G	H	I	J
May		2023								
		West Norris Road-Valve			100,000					
		West Circle-Valve			150,000					
		Fire Hydrant/Deadend Flushing			175,000					
		*Orchard Road x2								
		30 Dairy Pond-1" service			35,000					
		Oak Road-F/Hyd			45,000					
		141 Hilltop			75,000					
		Total-----			580,000					

Tony Wilkerson
Superintendent

Norris Water Commission
Monday August 21, 2023 Meeting

Template Name: LGC Statement of Revenues -
Created by: LGC

City of Norris
Statement of Revenues - City
July 2023

User:
Date/Time:

Sandy Johnson
8/10/2023 9:01 AM
Page 6 of 6

Fund : 413 Water And Sewer		Monthly Comparative					8.33%
		Total Estimated	MTD Realized	YTD Realized	Unrealized	% UnRealized	
33100	Federal Grants	815,140.00	0.00	0.00	815,140.00	100.00%	
36100	Interest Earnings	3.00	(0.11)	(0.11)	2.89	96.33%	
37110	Metered Water Sales	525,000.00	(47,509.59)	(47,509.59)	477,490.41	90.95%	
37120	Flat Rate Water Sales To Gen Customers	4,000.00	(307.86)	(307.86)	3,692.14	92.30%	
37130	Fire Service And Hydrant Rentals	12,200.00	0.00	0.00	12,200.00	100.00%	
37191	Forfeited Discounts And Penalties	13,000.00	0.00	0.00	13,000.00	100.00%	
37195	Installation Charges	4,800.00	0.00	0.00	4,800.00	100.00%	
37196	Water Tap Fees	1,100.00	0.00	0.00	1,100.00	100.00%	
37199	Miscellaneous	2,000.00	(6,162.30)	(6,162.30)	(4,162.30)	-208.12%	
37210	Sewer Service Charges	510,000.00	(42,896.03)	(42,896.03)	467,103.97	91.59%	
37220	Sewer Inspection Fees	550.00	0.00	0.00	550.00	100.00%	
37290	Other Operating Rev-Sewer Stoppages	150.00	0.00	0.00	150.00	100.00%	
37299	Miscellaneous	500.00	0.00	0.00	500.00	100.00%	
37990	Other Revenue	11,000.00	0.00	0.00	11,000.00	100.00%	
Total For Fund: 413		1,899,443.00	(96,875.89)	(96,875.89)	1,802,567.11	94.90 %	

Norris Water Commission
Monday August 21, 2023 Meeting

Template Name: LGC Stmt of Exp & Enc - City
Created by: LGC

City of Norris
Statement of Expenditures and Encumbrances
July 2023

User:
Date/Time:

Sandy Johnson
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Page 16 of 23

Fund : 413

Monthly Comparative:

8.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
52113		Purification						
110			(69,777.00)	(69,777.00)	3,671.92	(66,105.08)	5.26%	3,671.92
	Personnel		0.00		0.00			0.00
112			(3,800.00)	(3,800.00)	200.00	(3,600.00)	5.26%	200.00
	Over-Time Personnel		0.00		0.00			0.00
114			(9,620.00)	(9,620.00)	3,559.69	(6,060.31)	37.00%	3,559.69
	Part-Time Personnel		0.00		0.00			0.00
134			(217.00)	(217.00)	0.00	(217.00)	0.00%	0.00
	Christmas Bonus		0.00		0.00			0.00
137			(1,700.00)	(1,700.00)	0.00	(1,700.00)	0.00%	0.00
	Certification Bonus		0.00		0.00			0.00
141			(6,512.00)	(6,512.00)	561.77	(5,950.23)	8.63%	561.77
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(34,539.00)	(34,539.00)	1,397.86	(33,141.14)	4.05%	1,397.86
	Hospital And Health Insurance		0.00		0.00			0.00
143			(2,627.00)	(2,627.00)	141.17	(2,485.83)	5.37%	141.17
	Retirement - Current		0.00		0.00			0.00
148			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Employee Education And Training		0.00		0.00			0.00
170			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Fees		0.00		0.00			0.00
241			(40,500.00)	(40,500.00)	3,361.32	(37,138.68)	8.30%	3,361.32
	Electric		0.00		0.00			0.00
244			(6,000.00)	(6,000.00)	58.00	(5,942.00)	0.97%	58.00
	Gas		0.00		0.00			0.00
245			(6,000.00)	(6,000.00)	270.98	(5,729.02)	4.52%	270.98
	Telephone And Other Communications		0.00		0.00			0.00
260			(15,000.00)	(15,000.00)	0.00	(15,000.00)	0.00%	0.00
	Repair And Maintenance Services		0.00		0.00			0.00

Norris Water Commission
Monday August 21, 2023 Meeting

Template Name: LGC Stmt of Exp & Enc - City
Created by: LGC

City of Norris
Statement of Expenditures and Encumbrances
July 2023

User:
Date/Time:

Sandy Johnson
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Page 17 of 23

Fund : 413

Monthly Comparative:

8.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
291			(240.00)	(240.00)	0.00	(240.00)	0.00%	0.00
	Physical/Drug Testing		0.00		0.00			0.00
320			(2,500.00)	(2,500.00)	1,022.67	(1,477.33)	40.91%	1,022.67
	Operating Supplies		0.00		0.00			0.00
322			(15,000.00)	(15,000.00)	3,078.75	(11,921.25)	20.53%	3,078.75
	Chemical, Laboratory, And Medical Supplies		0.00		0.00			0.00
329			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Other Oper. Supplies		0.00		0.00			0.00
389			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Independent Lab Analysis		0.00		0.00			0.00
900			(41,000.00)	(41,000.00)	0.00	(41,000.00)	0.00%	0.00
	Capital Outlay		0.00		0.00			0.00
52114	Transmission And Distribution							
110			(37,980.00)	(37,980.00)	730.80	(37,249.20)	1.92%	730.80
	Personnel		0.00		0.00			0.00
112			(4,600.00)	(4,600.00)	0.00	(4,600.00)	0.00%	0.00
	Over-Time Personnel		0.00		0.00			0.00
114			(9,620.00)	(9,620.00)	689.15	(8,930.85)	7.16%	689.15
	Part-Time Personnel		0.00		0.00			0.00
134			(108.00)	(108.00)	0.00	(108.00)	0.00%	0.00
	Christmas Bonus		0.00		0.00			0.00
137			(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
	Certification Bonus		0.00		0.00			0.00
141			(4,117.00)	(4,117.00)	107.46	(4,009.54)	2.61%	107.46
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(22,334.00)	(22,334.00)	160.29	(22,173.71)	0.72%	160.29
	Hospital And Health Insurance		0.00		0.00			0.00
143			(1,538.00)	(1,538.00)	25.43	(1,512.57)	1.65%	25.43
	Retirement - Current		0.00		0.00			0.00

Norris Water Commission
Monday August 21, 2023 Meeting

Template Name: LGC Stmt of Exp & Enc - City
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City of Norris
Statement of Expenditures and Encumbrances
July 2023

User:
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Sandy Johnson
8/10/2023 8:59 AM
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Fund : 413

Monthly Comparative:

8.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
260			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Repair And Maintenance Services		0.00		0.00			0.00
291			(240.00)	(240.00)	0.00	(240.00)	0.00%	0.00
	Physical/Drug Testing		0.00		0.00			0.00
320			(1,000.00)	(1,000.00)	448.42	(551.58)	0.00%	0.00
	Operating Supplies		0.00		0.00			0.00
322			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Chemical, Laboratory, And Medical Supplies		0.00		0.00			0.00
331			(9,000.00)	(9,000.00)	788.56	(8,211.44)	8.76%	788.56
	Fuel Charges		0.00		0.00			0.00
332			(3,000.00)	(3,000.00)	0.00	(3,000.00)	0.00%	0.00
	Motor Vehicle Parts		0.00		0.00			0.00
338			(26,000.00)	(26,000.00)	384.75	(25,615.25)	1.48%	384.75
	Repair Parts For Water Or Sewer Lines, Meters,		0.00		0.00			0.00
341			(1,000.00)	(1,000.00)	34.97	(965.03)	3.50%	34.97
	Consumable Tools		0.00		0.00			0.00
391			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Water Meters		0.00		0.00			0.00
900			(44,000.00)	(44,000.00)	0.00	(44,000.00)	0.00%	0.00
	Capital Outlay		0.00		0.00			0.00
934			(15,000.00)	(15,000.00)	0.00	(15,000.00)	0.00%	0.00
	Drainage, Water Supply And Storage, Sewage		0.00		0.00			0.00
52211	Sewer Collection (Lines)							
110			(19,118.00)	(19,118.00)	0.00	(19,118.00)	0.00%	0.00
	Personnel		0.00		0.00			0.00
112			(6,600.00)	(6,600.00)	0.00	(6,600.00)	0.00%	0.00
	Over-Time Personnel		0.00		0.00			0.00
114			(9,620.00)	(9,620.00)	668.89	(8,951.11)	6.95%	668.89
	Part-Time Personnel		0.00		0.00			0.00

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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
137			(750.00)	(750.00)	0.00	(750.00)	0.00%	0.00
	Certification Bonus		0.00		0.00			0.00
141			(2,761.00)	(2,761.00)	51.18	(2,709.82)	1.85%	51.18
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(11,513.00)	(11,513.00)	0.00	(11,513.00)	0.00%	0.00
	Hospital And Health Insurance		0.00		0.00			0.00
143			(921.00)	(921.00)	0.00	(921.00)	0.00%	0.00
	Retirement - Current		0.00		0.00			0.00
148			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Employee Education And Training		0.00		0.00			0.00
241			(1,300.00)	(1,300.00)	83.35	(1,216.65)	6.41%	83.35
	Electric		0.00		0.00			0.00
260			(7,500.00)	(7,500.00)	197.54	(7,302.46)	2.63%	197.54
	Repair And Maintenance Services		0.00		0.00			0.00
291			(240.00)	(240.00)	0.00	(240.00)	0.00%	0.00
	Physical/Drug Testing		0.00		0.00			0.00
320			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Operating Supplies		0.00		0.00			0.00
900			(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
	Capital Outlay		0.00		0.00			0.00
934			(815,140.00)	(815,140.00)	0.00	(815,140.00)	0.00%	0.00
	Drainage, Water Supply And Storage, Sewage		0.00		0.00			0.00
52213	Sewer Treatment And Disposal							
110			(64,597.00)	(64,597.00)	5,022.98	(59,574.02)	7.78%	5,022.98
	Personnel		0.00		0.00			0.00
112			(6,100.00)	(6,100.00)	561.76	(5,538.24)	9.21%	561.76
	Over-Time Personnel		0.00		0.00			0.00
134			(2,008.00)	(2,008.00)	0.00	(2,008.00)	0.00%	0.00
	Christmas Bonus		0.00		0.00			0.00

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137			(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
		Certification Bonus	0.00		0.00			0.00
141			(5,677.00)	(5,677.00)	423.26	(5,253.74)	7.46%	423.26
		Payroll Taxes (Ssa-Med.)	0.00		0.00			0.00
142			(17,727.00)	(17,727.00)	1,399.03	(16,327.97)	7.89%	1,399.03
		Hospital And Health Insurance	0.00		0.00			0.00
143			(4,319.00)	(4,319.00)	317.68	(4,001.32)	7.36%	317.68
		Retirement - Current	0.00		0.00			0.00
148			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
		Employee Education And Training	0.00		0.00			0.00
170			(4,000.00)	(4,000.00)	0.00	(4,000.00)	0.00%	0.00
		Fees	0.00		0.00			0.00
241			(35,000.00)	(35,000.00)	2,408.55	(32,591.45)	6.88%	2,408.55
		Electric	0.00		0.00			0.00
245			(5,000.00)	(5,000.00)	350.59	(4,649.41)	7.01%	350.59
		Telephone And Other Communications	0.00		0.00			0.00
260			(16,500.00)	(16,500.00)	3,094.65	(13,405.35)	18.76%	3,094.65
		Repair And Maintenance Services	0.00		0.00			0.00
295			(15,000.00)	(15,000.00)	1,434.46	(13,565.54)	9.56%	1,434.46
		Landfill Services	0.00		0.00			0.00
320			(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
		Operating Supplies	0.00		0.00			0.00
322			(21,000.00)	(21,000.00)	2,879.68	(18,120.32)	13.71%	2,879.68
		Chemical, Laboratory, And Medical Supplies	0.00		0.00			0.00
326			(5,000.00)	(5,000.00)	607.20	(4,392.80)	12.14%	607.20
		Clothing And Uniforms	0.00		0.00			0.00
329			0.00	0.00	86.41	86.41	No Budget	86.41
		Other Oper. Supplies	0.00		0.00			0.00

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52316	Customer Accounting & Collection							
211			(6,000.00)	(6,000.00)	85.90	(5,914.10)	1.43%	85.90
	Postage, Box Rent, Etc.		0.00		0.00			0.00
255			(14,000.00)	(14,000.00)	14,679.49	679.49	104.85%	14,679.49
	Data Processing Services		0.00		0.00			0.00
52317	Administrative & General Expenses							
110			(99,999.00)	(99,999.00)	8,752.78	(91,246.22)	8.75%	8,752.78
	Personnel		0.00		0.00			0.00
111			(9,000.00)	(9,000.00)	461.52	(8,538.48)	5.13%	461.52
	Secretary/Treasury Personnel		0.00		0.00			0.00
112			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Over-Time Personnel		0.00		0.00			0.00
114			0.00	0.00	448.20	448.20	No Budget	448.20
	Part-Time Personnel		0.00		0.00			0.00
133			(750.00)	(750.00)	375.00	(375.00)	50.00%	375.00
	City Bonus		0.00		0.00			0.00
134			(217.00)	(217.00)	0.00	(217.00)	0.00%	0.00
	Christmas Bonus		0.00		0.00			0.00
137			(6,000.00)	(6,000.00)	3,000.00	(3,000.00)	50.00%	3,000.00
	Certification Bonus		0.00		0.00			0.00
141			(8,566.00)	(8,566.00)	985.14	(7,580.86)	11.50%	985.14
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(17,727.00)	(17,727.00)	1,757.61	(15,969.39)	9.91%	1,757.61
	Hospital And Health Insurance		0.00		0.00			0.00
143			(6,597.00)	(6,597.00)	485.45	(6,111.55)	7.36%	485.45
	Retirement - Current		0.00		0.00			0.00
146			(10,100.00)	(10,100.00)	0.00	(10,100.00)	0.00%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Unemployment Insurance		0.00		0.00			0.00

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148			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Employee Education And Training		0.00		0.00			0.00
220			(1,250.00)	(1,250.00)	81.40	(1,168.60)	6.51%	81.40
	Printing, Duplicating, Typing, And Binding		0.00		0.00			0.00
235			(3,000.00)	(3,000.00)	0.00	(3,000.00)	0.00%	0.00
	Memberships, Registration Fees, And Tuition		0.00		0.00			0.00
237			(800.00)	(800.00)	0.00	(800.00)	0.00%	0.00
	Advertising		0.00		0.00			0.00
250			(88,275.00)	(88,275.00)	0.00	(88,275.00)	0.00%	0.00
	Professional Services		0.00		0.00			0.00
252			(800.00)	(800.00)	0.00	(800.00)	0.00%	0.00
	Legal Services		0.00		0.00			0.00
253			(13,000.00)	(13,000.00)	0.00	(13,000.00)	0.00%	0.00
	Accounting And Auditing Services		0.00		0.00			0.00
256			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Consultant's Services		0.00		0.00			0.00
280			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Travel		0.00		0.00			0.00
310			(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
	Office Supplies And Materials		0.00		0.00			0.00
320			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Operating Supplies		0.00		0.00			0.00
510			(22,064.00)	(22,064.00)	0.00	(22,064.00)	0.00%	0.00
	Liability Insurance		0.00		0.00			0.00
555			(2,000.00)	(2,000.00)	140.47	(1,859.53)	7.02%	140.47
	Bank Service Charges		0.00		0.00			0.00
948			(3,000.00)	(3,000.00)	624.90	(2,375.10)	20.83%	624.90
	Computer Equipment		0.00		0.00			0.00

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52523		Depreciation						
540			(100,000.00)	(100,000.00)	0.00	(100,000.00)	0.00%	0.00
	Depreciation		0.00		0.00			0.00
Total For Fund:	413		(1,963,105.00)	(1,963,105.00)	72,159.03	(1,890,945.97)	3.68 %	71,710.61
			0.00		0.00			0.00