

NORRIS MUNICIPAL WATERSHED BOARD MEETING

AGENDA

October 16, 2025

- I. Call to Order – 6:00 p.m. EST
- II. Approval of the Agenda
- III. Approval of Minutes:
 - September 25, 2025 Meeting
- IV. Hear the Public
- V. New Business
 - Knoxville Track Club Event – November 1, 2025
 - Norris Halloween Trail Event – October 25, 2025
- VI. Continuing Business
 - 2025 Deer Inventory Update
 - Youth Hunt Event
 - TWRA Classes
 - Water Recharge and Analysis Project Update
 - Clear Creek Parking Area Improvements
 - State Park & TVA Agreements
 - Mapping Update
- VII. Reports
 - Budget
 - Public Works
 - Public Safety
 - Resource Management
- VIII. Adjourn



**NORRIS WATERSHED BOARD MINUTES
September 25, 2025**

The following members were present:

Chairperson: Ralph Jordan	Present	3yr. Term Expiration – 1/2028
Member: Robin Sain	Present	3yr. Term Expiration – 1/2026
Member: Allen Hendry	Present	3yr. Term Expiration – 1/2026
Member: Gene Lane	Absent	3yr. Term Expiration – 1/2028
Member: Dennis Yankee	Present	3yr. Term Expiration – 1/2028
Member: Don Barger	Present	3yr. Term Expiration – 1/2027
Member: Bill Grieve	Present	City Council Representative

Quorum Met

I. Call to Order

The meeting was called to order by Ralph Jordan at 6:00 pm.

II. Approval of the Agenda

Dennis Yankee requested a conversation on small game hunting be added to the agenda.
Don Barger requested a conversation on trail benches be added to the agenda.

A motion was made by Bill Grieve and seconded by Allen Hendry **to approve the agenda including the amendments as requested.**

The proposal passed on a vote of 6 to 0 as follows:

Yes: Ralph Jordan, Robin Sain, Allen Hendru, Dennis Yankee, Don Barder, Bill Grieve

III. Minutes:

A motion was made by Bill Grieve and seconded by Don Barger **to approve the minutes of the August 21, 2025, meeting as presented.**

The proposal passed on a vote of 6 to 0 as follows:

Yes: Ralph Jordan, Robin Sain, Allen Hendru, Dennis Yankee, Don Barder, Bill Grieve

IV. Hear the Public:

No comments from the public.

V. New Business

- **TWRA Classes** – A discussion was held regarding a hunter safety course to be offered to youth hunters taking part in the Watershed Youth Hunt. Discussion included questions about location, participants, and format. Lindsay Shaw stated she would follow up with Jason Lankford for further developments.
- **Small Game Hunting** – Dennis Yankee reported there was some online discourse concerning small game hunting and some watershed users' lack of knowledge that hunting was taking place on the watershed. After discussion, Robin Sain offered to place a caution sign in the kiosks indicating that hunting activity could be taking place.

VI. Continuing Business

- **2025 Deer Inventory** – Lindsay Shaw reported on the deer hunt inventory. 97,000 photos were taken and no equipment was stolen. She further explained that while it is still too early to draw meaningful conclusions from the pictures, an interesting note is that some of the most active locations during the 2024 study were the least active locations this year and vice versa. She indicated that an early acorn drop this year could have impacted the study.
- **Youth Hunt Event** – Ralph Jordan reported that he was working with the City Office to get permits made that are largely similar to the ones used for the other hunts. Permits will be made available on November 3rd, 2025.
- **Water Recharge and Analysis Project** – Dennis Yankee reported early measurements that showed the water height and temperature in the overflow trough. Early indications show that while elevation fluctuates with the utility's usage, temperature remains relatively constant (within ¼ of a degree). In discussion of the results, Dennis Yankee further stated that these properties are very similar to those of ground water.
- **Clear Creek Parking Area Improvements** – Joe Feeman described some potential in-house remedies that could be performed to stabilize the creek and make the area more usable.
- **Trail Benches** – Don Barger reported that a bench on Observation Point either needed substantial repairs performed or be removed. A further discussion was held about the responsible party for donated "Honor Benches" in the Watershed that have exceeded their useful life. Assistant City Manager Bailey Whited reported that this is a similar issue seen in many of the Honor Benches throughout the city.
- **Management Plan, State Park and TVA Agreements** – Joe Feeman reported that he is in the process of locating documents related to the various agreements with the State and TVA for portions of the Watershed.
- **Mapping Update** – Joe Feeman has sent the map materials to Boyd, including Watershed information to be printed on the reverse side of the map.
- **Review of 2025 Work Plan** – Joe Feeman reported that the 2025 work plan was substantially met. He further gave complements to the public works crew for their involvement in the watershed this season.

VII. Reports

- **Budget** – Written report submitted. Assistant City Manager Bailey Whited reported that he would ensure future reports do a better job at included the previous month's online rifle range payments, but that online sales are going well.
- **Norris Public Works** – Written report submitted.
- **Norris Public Safety** – Written report submitted.
- **Resource Management** – Joe Feeman submitted his report.

VIII. Adjournment

Motion by Bill Grieve and seconded by Don Barger to adjourn at 7:29 p.m., All: AYE

Chairperson: _____

Secretary: _____

Watershed Fund Balance Report

	2022-23				2024-25	2025-26	2025-26	2025-26	2025-26	2025-26	
	Actual	Jul Actual	Aug Actual	Sep Actual	Actual	Budget	Jul Actual	Aug Actual	Sep Actual	Actual	
Revenues	\$ 162,044	\$ 26,941	\$ 16,204	\$ 12,055	\$ 119,964	\$ 115,600	\$ 27,017	\$ 16,676	\$ 11,707	\$ 55,400	47.92%
Expenses	\$ 112,367	\$ 6,875	\$ 11,023	\$ 8,996	\$ 99,253	\$ 139,365	\$ 8,642	\$ 27,315	\$ 10,745	\$ 46,702	33.51%
Balance	\$ 49,677	\$ 20,066	\$ 5,181	\$ 3,059	\$ 20,711	\$ (23,765)	\$ 18,375	\$ (10,639)	\$ 962	\$ 8,698	
Transfer to Special Projects	\$ 6,298	\$ -	\$ -	\$ -	\$ 6,660	\$ 6,300	\$ -	\$ -	\$ -	\$ -	
Balance after Transfer	\$ 43,379	\$ 20,066	\$ 5,181	\$ 3,059	\$ 14,051	\$ (30,065)	\$ 18,375	\$ (10,639)	\$ 962	\$ 8,698	
Beginning Fund Balance	\$ 318,517	\$ 368,194	\$ 388,260	\$ 393,441	\$ 368,194	\$ 367,792	\$ 388,905	\$ 407,280	\$ 396,641	\$ 397,603	
Ending Fund Balance	\$ 368,194	\$ 388,260	\$ 393,441	\$ 396,500	\$ 388,905	\$ 344,027	\$ 407,280	\$ 396,641	\$ 397,603	\$ 406,301	
Capital Outlays	\$ 31,192	\$ 246	\$ -	\$ -	\$ 9,145	\$ 44,500	\$ -	\$ 14,990	\$ -	\$ 14,990	

**CITY OF NORRIS
DEPARTMENT OF PUBLIC WORKS
MONTHLY REPORT
September Year 2025**

Community building Maint.	17
Public Works Building Maint.	10
Public Safety Building Maint.	0
McNeeley Building Maint.	12
Lions Pavilion & Gazebo	2
Equip. & Vehicle Maintenance	5
Watershed, Rifle Range, Trash & Litter	80
Street and Roads	38
Mowing	106
Sidewalks	74
Leaf Collection	0
Brush Pickup, Pruning, Mulching, Tree Work	87.5
Drainage (Gutter/Basins) Maintenance	15
Eric Harold Park	1
Oak Road Park	1
Ridgeway Park	1
Town Clean Up/ garbage, Litter in Town	32.5
Animal control	1
Signs repair and replace	1
Tree Commission	0
Over time	0
Administrative work	6

Loads	
0	Leaves
11	Brush
0	Chips

Vehicle Report	Current Mileage	Miles for the Month
2017 Chev	71475	
2013 Chev	62516	
2022 Kenworth	9170	
2025 Chevy	5252	

Equipment Report

Chipper, Vermeer 1995		CUB Walk Behin	
Leaf Vacuum 2000			
		Hustler	
Bobcat		CUB	
Kubota		Kubota Tractor	

PUBLIC WORKS MONTHLY REPORT
Month & Year Work Completed
Page 2

1 Community

2 Community Building

- a) Weekly cleaning and set ups
- b) Mow once a week

3 McNeeley Municipal Building

- a) Weekly cleaning
- b) mow once a week

4 Lion's Pavillion and Gazebo

- a) Trash in trash cans picked up weekly
- b) mow once a week

5 Vehicles and Equipment

- a) Monthly checklist performed
- b) Hustler mower installed new muffler
- c) Hustler mower ordered transmission seal

6 Public Works Building

- a) Weekly cleaning
- b) mow once a week

7 Public Safety Building

- a) mow once a week

7 Drainage

- a) Cleaned as needed
- b) Cleared drains when it rained

8 Streets / Sidewalks / Right of Ways

- a) September 2 Trimmed hanging limbs on side walks and roads
- b) September 4 Added asphalt sidewalk at gas station
- c) Started adding concrete ADA sidewalk in front of post office
- d) Marking and cutting sidewalk in front of middle school

9 Parks

- a) Monthly checklist performed
- b) Disc golf course purchased dump truck load of playground chips
- c) Loaded and hauled chips to areas requested on disc golf course

10 Watershed

- a) Added rock to Gooseneck trail and graded Rifle Range
 - 1) 9/4 two boards replaced
 - 2) 9/11 one board replaced
 - 3) 9/25 one board replced
 - 4) Lock broke added new lock same key

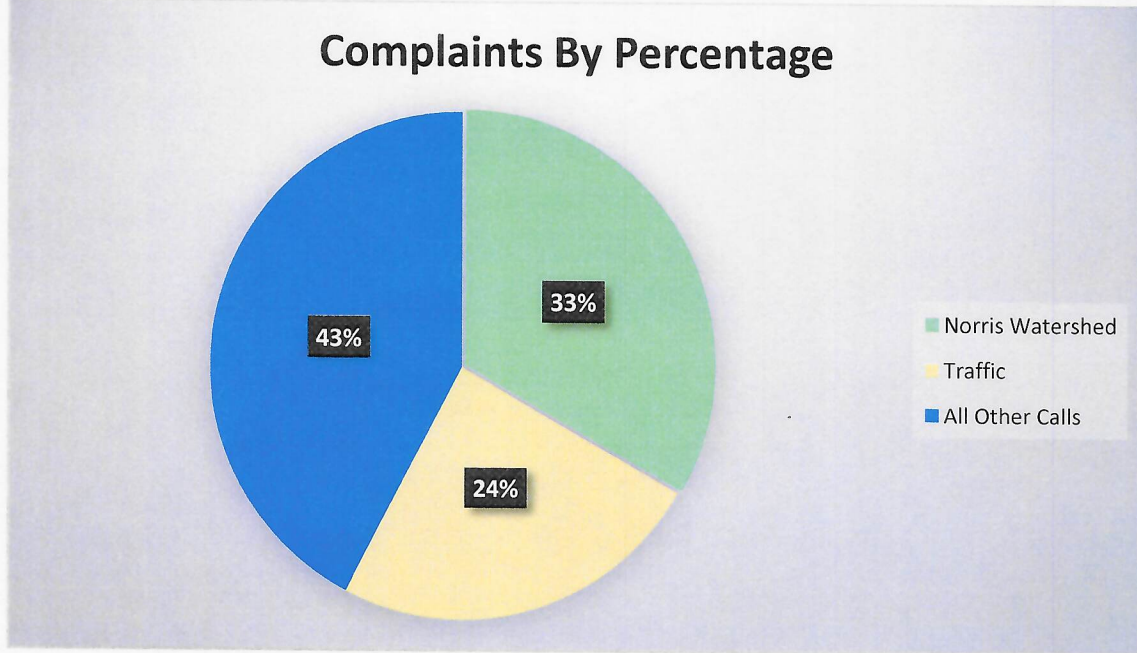
11 Brush Dump

12 Animal Control

- a) Animals fed in the morning daily and walked if needed

13 Comments:

To: Adam Ledford, City Manager
From: Mike Poole, Chief
Subject: September Monthly Report
Date: October 6th, 2025



The Above is the total number of calls broken down into three categories. "Norris Watershed", includes all calls for service and patrols conducted inside the watershed. Traffic Enforcement is the total amount of all documented sessions and stops within the city. The "All Other Calls" category includes all other calls for service, both officer-initiated calls and incoming calls from residents are grouped into this category.

In the month of August, the Norris Police Department had documented a total of 495 Calls for service. Of the total entries, 184 came in by complainant or were self-initiated and required some type of police action.

- Officers conducted a total of 90 Patrols and checks in and through the Norris Watershed. An additional 5 call for service was answered. This accounted for a total of 95 calls for service and 33.95 Total hours spent in or on the Norris Watershed.
- Norris Officers Assisted the Norris Water Department throughout the month with traffic control during the sewer project.
- The Citizens for the Norris Police and Fire donated two electric chainsaws for officers. This will help keep from calling out public works or the fire department when a down tree is small enough for an officer to cut and drag it out of the roadway.
- Norris Police Officer J. Tuggle has graduated police academy and will be returning next week after a well-deserved vacation. This will bring the department back to full staffing.
- I have met with Interim City Manager Bailey in reference to some potential "junked vehicle" violations. I will be attempted to make contact with the residents over the coming weeks to address the matter.

Mike Poole
Chief of Police



NORRIS POLICE DEPARTMENT

CAD Summary Statistics By Nature (by Month)

Received Dates From 09/01/2025 00:00 Through 09/30/2025 23:59

Description	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Total	% Total
ABANDONED VEHICLE	0	0	0	0	0	0	0	0	2	0	0	0	2	0.40
ALARM -- BURGLAR	0	0	0	0	0	0	0	0	3	0	0	0	3	0.61
ANIMAL COMPLAINT	0	0	0	0	0	0	0	0	2	0	0	0	2	0.40
BURN PERMIT	0	0	0	0	0	0	0	0	2	0	0	0	2	0.40
BUSINESS CHECK	0	0	0	0	0	0	0	0	49	0	0	0	49	9.90
BUSINESS CHECK WALK THRU	0	0	0	0	0	0	0	0	13	0	0	0	13	2.63
CASE FOLLOW-UP	0	0	0	0	0	0	0	0	6	0	0	0	6	1.21
CODES ENFORCEMENT	0	0	0	0	0	0	0	0	1	0	0	0	1	0.20
COMMUNITY EVENT	0	0	0	0	0	0	0	0	1	0	0	0	1	0.20
DISABLED VEHICLE	0	0	0	0	0	0	0	0	2	0	0	0	2	0.40
DISTURBBANCE	0	0	0	0	0	0	0	0	2	0	0	0	2	0.40
DOMESTIC PROBLEM	0	0	0	0	0	0	0	0	1	0	0	0	1	0.20
(EMS) ALTERED MENTAL STATUS	0	0	0	0	0	0	0	0	1	0	0	0	1	0.20
(EMS) CHEST PAIN/HEART PROBLEMS	0	0	0	0	0	0	0	0	1	0	0	0	1	0.20
(EMS) FALL	0	0	0	0	0	0	0	0	1	0	0	0	1	0.20
(EMS) LIFT ASSIST	0	0	0	0	0	0	0	0	1	0	0	0	1	0.20
EXTRA PATROL	0	0	0	0	0	0	0	0	8	0	0	0	8	1.62
EXTRA PATROL	0	0	0	0	0	0	0	0	51	0	0	0	51	10.30
FIRE ALARM COMMERCIAL	0	0	0	0	0	0	0	0	1	0	0	0	1	0.20
(FIRE) SERVICE CALL-GAS LEAK	0	0	0	0	0	0	0	0	2	0	0	0	2	0.40
FRAUD INVESTIGATION	0	0	0	0	0	0	0	0	2	0	0	0	2	0.40
INTOXICATED PERSON	0	0	0	0	0	0	0	0	1	0	0	0	1	0.20
INVESTIGATION BY OFFICER	0	0	0	0	0	0	0	0	7	0	0	0	7	1.41
JUVENILE PROBLEM	0	0	0	0	0	0	0	0	1	0	0	0	1	0.20
MVA -- INJURY	0	0	0	0	0	0	0	0	3	0	0	0	3	0.61
MVA -- NON-INJURY	0	0	0	0	0	0	0	0	2	0	0	0	2	0.40
OFFICER ASSIST	0	0	0	0	0	0	0	0	1	0	0	0	1	0.20
OPEN DOOR	0	0	0	0	0	0	0	0	11	0	0	0	11	2.22



NORRIS POLICE DEPARTMENT

CAD Summary Statistics By Nature (by Month)

Received Dates From 09/01/2025 00:00 Through 09/30/2025 23:59

Description	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Total	% Total
OPEN GATE	0	0	0	0	0	0	0	0	1	0	0	0	1	0.20
OUT FOR VEHICLE MAINTENANCE	0	0	0	0	0	0	0	0	4	0	0	0	4	0.81
OUT - POLICE BUSINESS	0	0	0	0	0	0	0	0	3	0	0	0	3	0.61
OUT TRAINING	0	0	0	0	0	0	0	0	5	0	0	0	5	1.01
PROPERTY CHECK	0	0	0	0	0	0	0	0	81	0	0	0	81	16.36
PROPERTY -- FOUND (NOT STOLEN)	0	0	0	0	0	0	0	0	1	0	0	0	1	0.20
PROPERTY -- LOST (NOT STOLEN)	0	0	0	0	0	0	0	0	1	0	0	0	1	0.20
PUBLIC ASSIST	0	0	0	0	0	0	0	0	2	0	0	0	2	0.40
SCHOOL ZONE	0	0	0	0	0	0	0	0	39	0	0	0	39	7.88
SEARCH WARRANT	0	0	0	0	0	0	0	0	1	0	0	0	1	0.20
SPECIAL ASSIGNMENT	0	0	0	0	0	0	0	0	13	0	0	0	13	2.63
STATIONARY OBSERVATION	0	0	0	0	0	0	0	0	23	0	0	0	23	4.65
SUICIDAL PERSON	0	0	0	0	0	0	0	0	1	0	0	0	1	0.20
SUSPICIOUS PERSON	0	0	0	0	0	0	0	0	2	0	0	0	2	0.40
SUSPICIOUS VEHICLE	0	0	0	0	0	0	0	0	6	0	0	0	6	1.21
TRAFFIC COMPLAINT	0	0	0	0	0	0	0	0	4	0	0	0	4	0.81
TRAFFIC CONTROL	0	0	0	0	0	0	0	0	21	0	0	0	21	4.24
TRAFFIC ENFORCEMENT	0	0	0	0	0	0	0	0	34	0	0	0	34	6.87
TRAFFIC HAZARD	0	0	0	0	0	0	0	0	3	0	0	0	3	0.61
TRAFFIC STOP	0	0	0	0	0	0	0	0	10	0	0	0	10	2.02
UNKNOWN TROUBLE	0	0	0	0	0	0	0	0	1	0	0	0	1	0.20
WATER SHED PATROL	0	0	0	0	0	0	0	0	56	0	0	0	56	11.31
WELFARE CHECK	0	0	0	0	0	0	0	0	5	0	0	0	5	1.01
Totals:	0	0	0	0	0	0	0	0	495	0	0	0	495	

Resource Management Report
16 October 2025

I contacted Bryan Foster about using his forest mulcher on the Belmont kudzu site. He said he was very busy with farming and taking care of his father, and his machine was in the shop. I will call him later this month and see if he can do the work.

I am declaring the trail map finished and will get quotes for printing.

I'm still looking at the Clear Creek bank stabilization and will get with Kerry to look at it.

I haven't had time yet to put together a history of the various agreements between TVA and the city concerning the watershed use and management.

I have several people who want to help do trail maintenance in the watershed. I am telling them we could clear leaves from dips after leaf fall.