



Norris Water Commission

Monday, November 18, 2024, 6:00 P.M.

- I. Call to Order
- II. Approve the Agenda
- III. Hear the Public
- IV. Minutes
 - a. Consideration of Approving October 28, 2024 Regular Meeting Minutes
- V. New Business
 - a. INI Project Plan and Bid Packet
- VI. Old Business
 - a. Update on the Status of the Benny Carden Memorials
 - b. Update on Activities at the Water Treatment Plant
 - c. Update on Activities at the Wastewater Treatment Plant
 - d. Update on the Water Distribution System
 - e. Update on the Sanitary Sewer Collection System
 - f. Update on Cross Connection Management System
 - g. Update on the Galvanized Pipe Project
 - h. Update on the Wastewater Regionalization Study
 - i. Update on the Alternative Water Supply Study
- VII. Reports
 - a. Superintendent October Report
 - b. October Financial Report
 - c. October Unaccounted-for Water Report
- VIII. Adjournment



NORRIS WATER COMMISSION MEETING MINUTES

October 28, 2024

Members Present: Bill Grieve, Will Grinder, Chuck Nicholson, Loretta Painter, Mayor Chris Mitchell
Water Superintendent: Tony Wilkerson

- I. **Call to Order:** The meeting was called to order by Chuck Nicholson at 6:01 pm.
- II. **Approval of the Agenda** – City Manager Ledford recommended adding a LSLI Notice to the new business.
- III. **Hear the Public** – No comments from the public.
- IV. **Minutes**
 1. **September 16, 2024 NWC Minutes**

A motion was made by Loretta Painter and seconded by Bill Grieve **to approve the September 16, 2024, 2024 meeting minutes.**
The proposal passing on a vote of 5 to 0 as follows:
Yes: Bill Grieve, Chuck Nicholson, Will Grinder, Loretta Painter, Mayor Chris Mitchell
 2. **September 30, 2024 NWC Minutes**

A motion was made by Mayor Chris Mitchell and seconded by Bill Grieve **to approve the September 30, 2024, 2024 meeting minutes with minor corrections.**
The proposal passing on a vote of 4 to 0 as follows:
Yes: Bill Grieve, Chuck Nicholson, Loretta Painter, Mayor Chris Mitchell
Abstain: Will Grinder
- V. **New Business**
 1. **LSLI Notice**

City Manager Ledford explained the next step on the LSLI program was to complete a personal communication to anyone identified as lead, GRR, or unknown lines as of mid-November. A form letter provided by TDEC and TAUD was presented with minor modifications associated with smaller utilities. He asked for direction from the NWC on if they would like to provide the raw inventory data on the city's website. Adam continued to share that by late 2027 the utility would be responsible for creating a plan to address issue areas and that by late 2037 the issues are expected to be resolved.

Superintendent Wilkerson explained that the NWC system did not have anyone identified as lead, GRR, or unknown based on the current definition proposed by the EPA or TDEC. The definition would be clarified as part of an October 31, 2024 meeting. The NWC should be able to make a final determination on notifications thereafter.

Mayor Chris Michell suggested the first paragraph of the letter clarify elements related to guiding enforcement (EPA/TDEC) and cost responsibility.

VI. Continuing Business

1. **Unmetered Water Options**

City Manager Ledford presented the draft ordinance back to the commission explaining it had been returned by the city council.

A motion was made by Loretta Painter and seconded by Will Grinder **to recommend the proposed ordinance with option #1 of 18-609 with the inclusion of a rate for usage presented under option #2.**

The proposal passing on a vote of 5 to 0 as follows:

Yes: Bill Grieve, Chuck Nicholson, Will Grinder, Loretta Painter, Mayor Chris Mitchell

2. **Benny Carden Memorial**

No new update.

3. **Activities at the Water Treatment Plant**

Superintendent Wilkerson reported the wireless telemetry was operational again, the outside of the water tank was cleaned on the outside, and one of the newer employees is training at the plant.

4. **Activities at the Wastewater Treatment Plant**

Superintendent Wilkerson reported 2 violations during major rainfall events. A blower and probe went down. The blower was repaired and the probe was replaced. He also shared that the new equipment given to the plant by EPA has arrived.

5. **Water Distribution**

Superintendent Wilkerson shared some recent repair work.

6. **Sanitary Sewer Collection System**

Superintendent Wilkerson shared some recent camera work conducted to repair a line. He further shared that tree near lift station #2 need to go at the end of Hickory Trail.

Loretta Painter inquired on the INI bid packet status.

City Manager Ledford reported that he had been informed by C&C that bid information was due by early November.

7. **Cross Connection Management System**

Superintendent Wilkerson reported it has been completed, billing of 8 locations is ongoing.

8. **Galvanized Pipe Project**

Superintendent Wilkerson suggested the grant may allow for engineering of identified work on the city system.

9. **Wastewater Regionalization Study**

City Manager Ledford reported that Cannon and Cannon indicated an updated draft of the study should be ready once the rate study is complete, but no date has been set for completion.

10. **Alternative Water Supply Study**

Loretta Painter inquired if the NWC was ready to proceed forward with the previously awarded study.

VII. Reports

1. **Superintendent Report:** Updated on the state park project.

2. **August Financial/Budget Report:** City Manager Ledford provided no additional data beyond written report.
3. **August Unaccounted-for Water Report:** Superintendent Wilkerson provided no additional data beyond written report.

VIII. **Adjournment: 7:21 p.m.**, Motion by Bill Grieve and seconded by Will Grinder to adjourn, All: AYE



CITY OF NORRIS, TENNESSEE

REQUEST FOR QUALIFICATIONS FOR PROFESSIONAL CONSULTING SERVICES

ALTERNATIVE WATER SOURCE STUDY

Introduction & Background

The Norris Water Commission (NWC) is accepting qualifications to provide professional engineering services to study alternative water sources. The intent is to study the issue conducting a high-level review and evaluation of identified or assessed alternative water sources for general feasibility and cost effectiveness to be completed in 2023. The analysis shall be conducted two ways (1) as an alternative water source for NWC and (2) as an alternative regional water source.

The City's water system includes 1 water treatment plant, 1 water pumping station, 1 underground storage tank (250,000) and 1 above ground storage tank (500,000) 1-(100,000) Clearwell standpipe, and 23 miles of water main. The current water demand is approximately avg .230 -.270 MGD average day and .432 MGD maximum day. In addition to customers within the NWC, water is provided to Anderson County Water Authority at two locations.

The NWC needs to begin preparations for an alternative water supply to either replace or supplement the NWC's reliance on current spring well sources. The NWC is interested in exploring all options equally and is open to looking at new alternatives not previously identified. This evaluation shall review regulatory requirements such as water withdrawal restrictions. In addition to a long-term solution, a short term, emergency contingency plan to address potential, immediate water shortage concerns should be evaluated.

The items listed below are available from the NWC for Consultant's use in preparing the Study. This list does not include publicly available documents such as any study or other regional publications which the consultant is assumed to have access to for use during the study.

- WTP/System Plan(s): Any current NWC plans or blueprints for organization systems/facilities.
- Water Quality/Chemistry Reports performed by or on the behalf of the NWC.
- GIS: Any current NWC mapping using both surveying and as-built drawings.
- Model: Any current water model of the water treatment plant, source, or distribution system.
- Capital Improvement Plan: The NWC has a Water System CIP which identifies projects for 2022 – 2028.

Consultant Tasks and Responsibilities

The following alternatives, in addition to any proposed by Consultant, shall be evaluated:

- Spring Source-Ground water under direct influence of surface water

Each alternative shall be evaluated based on the following criteria:

- Ability to provide needed quantity of water now and for future build-out of NWC
- Future viability and sustainability of water supply
- Cost of water
- Regulatory considerations/feasibility
- Distribution system upgrades (transmission mains and storage)
- Public acceptance
- Governance
- Water Quality
- Ability to provide a regional solution
- Risk
- Time required for implementation
- Real estate/ROW acquisition

In addition, the study shall address the following:

- Timeline for taking action to insure reliable water source
- Review and evaluation of projected water needs for the NWC
- Funding options including Public Private Partnerships
- Mixed source/blending possibilities
- Back-up water source
- Short term solutions/Emergency Contingency Plan
- Impacts and promotion of water conservation efforts
- Proposed public awareness campaign

RFQ Submittal Requirements

The proposal shall contain the following information:

1. Firm Description & Qualifications: A brief description of the firm along with any proposed subconsultants.
2. Project Understanding: Discuss your understanding of the services required.
3. Project Approach: Discuss in detail how your firm would approach conducting each element of the work proposed.
4. Project Experience: Provide descriptions of relevant projects that demonstrate your firm's experience conducting this type of work. Include project name, location, completion date, team members involved and a direct client contact.
5. Project Team: Identify the proposed project manager and key staff that will be involved with the project. Provide resumes and an organizational chart.

6. Innovative Ideas: Provide any ideas or recommendations for the work to be completed that you believe will be of value to the NWC.

Selection Process

Proposals will be evaluated using the following criteria:

- Qualifications of the firm including experience of the firm in projects of this type (30%)
- Content, technical approach and understanding of the scope of the project (30%)
- Qualifications and experience of the project team members (40%)

The RFQ was publicly advertised on May 12, 2023. The final scope of work, fee, and schedule will be negotiated with the selected consultant.

Proposal Instructions

Proposals must be received by 2 PM, Thursday, June 15, 2023 at the Norris City Office/Norris Water Commission. Eight (8) hard copies of the proposal and one (1) electronic copy shall be submitted to:

Norris Water Commission
Attn: Tony Wilkerson
PO Box 1090
20 Chestnut Drive
Norris, TN 37828

All inquiries for the project should be addressed to the Norris Water Commission contact person. The contact for this project is Tony Wilkerson, (865) 494-7645, watersuperintendent@norrilstn.gov.

Proposed Schedule

Work on this project is to be expedited, but not at the expense of a thorough review of the options such that the NWC has the ability to make an informed decision on this very important issue. A final schedule for project deliverables will be negotiated with the selected consultant.

Issue Request for Qualifications May 4, 2023
Submittal date for Qualifications June 15, 2023 by 2:00 p.m.
Review of Proposals June 19, 2023
Notice of Selection June 20, 2023
Scope Development June 21 – June 27, 2023
Final Scope of Work June 28, 2023
Contract Award June 29, 2023
Presentation of Study Results December 2023



July 6, 2023

Norris Water Commission
20 Chestnut Drive
P.O. Box 1090
Norris, TN 37828
865.494.7645

**RE: Preliminary Engineering Report
Norris Water System Redundancy
Proposal for Engineering Services**

Dear Commissioners,

Cannon & Cannon, Inc., (CCI) is pleased to submit this proposal to identify improvement options for water interconnections to improve the reliability of Norris’ drinking water service. Our project understanding, scope of services, and fee are provided below.

PROJECT UNDERSTANDING

Norris Water Commission (NWC), as a chartered entity under the Town of Norris, TN, provides water and sewer services for customers within the town’s limits. Drinking water services are provided via an existing water treatment plant (WTP), which is fed by a spring along Clear Creek, to the northeast of the town. The WTP, located on Lower Clear Creek Road, treats the spring source water before pumping through high service pumps to water storage tanks and into the larger distribution system.

Norris has two water storage tanks in operation, located on Reservoir Hill and accessible by Reservoir Hill Road. Norris’ oldest tank is original to the construction of the town by the Tennessee Valley Authority in 1934. This tank is a below-grade concrete reservoir with a spherical base and with an approximate storage volume of 100,000 gallons. A second, larger tank was installed in 1989. This tank is a 500,000-gallon cylindrical concrete storage tank and was constructed by Crom Corporation.

Norris maintains existing water interconnections with Anderson County Water Authority (ACWA), located at E Norris Road off of Andersonville Highway, as well as off of Alley Road at Norris Freeway. Additionally, Norris provides water to ACWA through a master meter on Reservoir Hill Road, including customers on Red Hill Road and Mill Creek Road.

However, recent changes to ACWA system operations have limited the amount of water supply that Norris can rely on from these ACWA interconnections. Under current ACWA and Norris system conditions, Norris does not have a reliable alternative to provide its customers drinking water in the event of issues at the WTP or with the spring-fed water source.

Norris is interested in exploring options to provide a redundant water connection capable of providing temporary emergency service for its entire community and has requested CCI’s assistance with this investigation. As described in more detail below, CCI will provide a preliminary engineering report (PER) and analysis of alternatives, including preliminary costs, exhibits, and recommendations.

TEL 865.670.8555
CANNON-CANNON.COM

KNOXVILLE 8550 Kingston Pike
Knoxville, TN 37919
MEMPHIS
BOWLING GREEN **FAX 865.670.8866**

SCOPE OF SERVICES

CCI will provide the engineering services necessary for the Preliminary Engineering Report, analyzing the following options:

- a. Review existing Norris water record drawings and confirm existing system information and connectivity with Norris GIS and ACWA GIS.
- b. Analyze possible options using ACWA's existing tanks and their ability or inability to fill Norris' tanks.
- c. Analyze pressure and flow availability, using ACWA system information, for a feed from Lamdin Road to the Norris WTP. Discuss operations of valves and effects on existing ACWA customers that are fed by Norris on Reservoir Road, Red Hill Road, and Mill Creek Road.
- d. Analyze improvement options for a water booster station, generally located at Lamdin Road to the Norris Tank, able to fill the Norris tanks using the existing water mains on Reservoir Hill Road. Discuss operation of valves and effects on broader system.
- e. Analyze ACWA's ability to provide service through the existing Alley Rd interconnection, including existing conditions and improvements required to provide service to all Norris customers.
- f. Analyze supplying the Norris system through the existing Andersonville Highway interconnection, and a proposed booster pump station from ACWA's Industrial Park Zone.
- g. Develop high-level, preliminary cost opinions of each alternative evaluated. The cost opinions will include a 30% contingency to reflect desktop level accuracy, rather than detailed design accuracy.
- h. Submit a draft report to NWC for review and comment.
- i. Host a workshop (anticipated to be 2-hours) with NWC, including review of options and comments.
- j. Incorporate comments and feedback from workshop into final report.
- k. Finalize recommendations and submit to NWC.

ADDITIONAL SERVICES

If authorized in writing by Client, Consultant will furnish or obtain from others, Additional Services of the following types which are not included as part of the Basic Services and will be paid for by Client as indicated in of this Work Authorization:

- A. Analysis of water treatment plant construction or new source water
- B. Field survey such as topographic survey or boundary survey.
- C. Design phase services which include the development of detailed design drawings or technical specifications.
- D. Bidding phase services and deliverables required for the CLIENT to submit bids or pricing from contractors for the proposed Work.
- E. Preparation of applications and supporting documents for grants, loans, or advances in connection with the Project.
- F. Preparation or review of environmental assessments and impact statements.
- G. Preparation of subsurface geotechnical investigations, reports, and coordination with such consultants.
- H. Services to make measured drawings of or to investigate existing conditions or facilities beyond those outlined herein.
- I. Services resulting from significant changes in the general scope, extent or character of the Project or its design including, but not limited to, changes in size, length, complexity, CLIENT's schedule, character of construction or method of financing.
- J. Preparation or submission of permits or approval applications not specifically referenced herein.

- K. Preparing to serve or serving as a consultant or witness for CLIENT in any litigation, arbitration or other legal or administrative proceeding involving the Project.
- L. Easement preparation and acquisition.
- M. Construction Admin or Resident Project Representative services.

SCHEDULE

Upon receipt of a signed Authorization to Proceed, CCI will complete a draft Preliminary Engineering Report within 20 weeks and send to NWC for review and comment. CCI will host a workshop with NWC within 4 weeks of receiving comments. A final report will be prepared within 4 weeks of the workshop.

FEE

The total not-to-exceed hourly fee for the identified scope of services is listed below. Consultant will invoice monthly and the Client will compensate CCI for providing the services set forth in accordance with the agreement.

Preliminary Engineering Report	\$15,895.00
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Additional services such as attendance at outside meetings or other activities that may become necessary beyond the above project scope, will be invoiced on an hourly basis at CCI standard rates. The additional work and related charges will be clearly communicated to the client in advance of performing the work.

In the unforeseen event the scope of services changes requiring an amended budget; a revised proposal will be submitted to NWC approval prior to proceeding. Reference is made to the attached Standard Terms and Conditions (two pages) to be included as part of this proposal.

We look forward to working with you on this project. Please do not hesitate to contact us with any questions or if you require additional information.

Sincerely,



Will Littlejohn, P.E.
Project Manager

Attachments:
Standard Terms and Conditions
Standard Rates

AUTHORIZATION TO PROCEED:

By: _____ Date: _____

Printed Name and Title

STANDARD TERMS AND CONDITIONS

PROJECT: Preliminary Engineering Report for Water System Redundancy
Norris, TN

CLIENT: Mr. Tony Wilkerson
Norris Water Commission
20 Chestnut Drive
Norris, TN 37828

1. ACCESS TO THE SITE / JOBSITE SAFETY: Unless otherwise stated, CANNON & CANNON, INCORPORATED, hereinafter referred to as the CONSULTANT will have access to the site for activities necessary for the performance of the services. The CONSULTANT will take precautions to minimize damage resulting from these activities, but has not included in the project fee the cost of restoration of any damage.

The CLIENT understands that the CONSULTANT has not been retained and is not responsible, in any way, for the means, methods, sequence, procedures, techniques, scheduling of construction related activities, nor jobsite safety. The CONSULTANT will not be responsible for any losses or injuries that occur at the Project site.

2. INDEMNIFICATIONS:

If any claim is brought against either the CLIENT or the CONSULTANT by any third party, relating in whole or in part to the negligence of the CLIENT or the CONSULTANT, each party shall indemnify the other against any loss or judgment, including attorneys' fees and costs, to the extent that such loss or expense is caused by the party's negligence.

The CONSULTANT is not obligated to indemnify the CLIENT in any manner whatsoever for the CLIENT'S own negligence.

3. INSURANCE:

The CONSULTANT shall secure and endeavor to maintain such insurance as will protect the CONSULTANT from claims of negligence, bodily injury, death, or property damage which may arise from the performance of services under this Agreement.

4. RISK ALLOCATION / LIMITATION OF LIABILITY:

In recognition of the relative risks, rewards and benefits of the project to both the CLIENT and the CONSULTANT, the risks have been allocated such that the CLIENT agrees that, to the fullest extent permitted by law, the CONSULTANT'S total liability to the CLIENT for any and all injuries, claims, losses, expenses, damages, or claim expenses arising out of this agreement from cause or causes, shall not exceed the amount of the CONSULTANT'S fee or Twenty-Five Thousand (\$25,000) dollars, whichever is greater. This limitation shall apply regardless of the cause of action or legal theory pled or asserted.

5. OWNERSHIP AND REUSE OF DOCUMENTS:

All drawings, specifications (i.e., the Contract Documents) and other work products of the CONSULTANT pursuant to this Agreement shall remain property of the CONSULTANT and are instruments of service in respect to the Project only. They are not intended or represented to be suitable for reuse by the CLIENT or others on extensions of the Project or on any other project. Any reuse without written verification or adaptation by the CONSULTANT for the specific purpose intended will be at the CLIENT'S sole risk and without liability

or legal exposure to the CONSULTANT; and the CLIENT shall indemnify and hold harmless the CONSULTANT from all claims, damages, losses and expenses including attorneys' fees arising out of or resulting therefrom. Any such verification or adaptation will entitle the CONSULTANT to further compensation.

6. OPINIONS OF CONSTRUCTION COST:

Any opinion of probable construction cost prepared by the CONSULTANT represents the CONSULTANT'S judgment as design professionals and is supplied for general guidance of the CLIENT. Since the CONSULTANT has no control over the construction marketplace, the CONSULTANT does not guarantee the accuracy of such opinions as compared to contractor bids or actual cost to the CLIENT.

7. DESIGN WITHOUT CONSTRUCTION PHASE SERVICES:

Where it is understood and agreed to that said Agreement does not include project observation or the review of the Contractor's performance or any construction phase services, the CLIENT shall be responsible at their sole discretion for such services. Further, the CLIENT assumes all responsibility for interpretation of the Contract Documents and for construction observation and/or supervision and waives any claims against the CONSULTANT that may be in any way connected thereto.

In addition, the CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold the CONSULTANT harmless from any loss, claim or cost, including reasonable attorney's fees and costs of defense, arising or resulting from the performance of such services by other persons or entities and from any and all claims arising from modifications, clarifications, interpretations, adjustments or changes made to the Contract documents to reflect changed field or other conditions, except for claims arising from the sole negligence or willful misconduct of the CONSULTANT.

If the CLIENT requests in writing that the CONSULTANT provide any specific construction phase services and if the CONSULTANT agrees in writing to provide such services, then the CONSULTANT shall be compensated for these services as provided for in the Agreement.

8. OTHER CONDITIONS:

Not Applicable

9. TERMINATION:

The obligation to provide further services under this Agreement may be terminated without cause by either party upon seven (7) days written notice. On termination by either the CLIENT or the CONSULTANT, the CLIENT shall pay the CONSULTANT with respect to any services performed to the date of termination (including all reimbursable expenses incurred).

10. DISPUTES RESOLUTION:

It is agreed by both parties that all unsettled claims, counterclaims, disputes or other matters in question arising out of or related to this Agreement shall first be attempted to be resolved by mediation. This provision can be waived by the mutual consent of the parties or by either party if its rights would be irrevocably prejudiced by a delay in initiating arbitration or the right to file a lawsuit.

11. GOVERNING LAW:

Unless otherwise specified within this Agreement, this Agreement shall be governed by the Law of the State of Tennessee.

END OF TERMS AND CONDITIONS

SCHEDULE OF CHARGES – HOURLY RATE BASIS

CIVIL PROJECT MANAGEMENT & DESIGN

Senior Civil Project Manager.....	\$215.00 per hour
Civil Project Manager.....	\$190.00 per hour
Senior Civil Project Engineer.....	\$170.00 per hour
Civil Project Engineer.....	\$160.00 per hour
Senior Civil Engineering Designer.....	\$135.00 per hour
Civil Engineering Designer.....	\$125.00 per hour
Project Technician II.....	\$110.00 per hour
Project Technician I	\$90.00 per hour

FIELD SURVEYING

Senior Project Manager.....	\$215.00 per hour
Project RLS.....	\$155.00 per hour
Senior Survey Technician.....	\$140.00 per hour
Field Crew.....	\$175.00 per hour
Drone Services (including pilot)	\$380.00 per hour
Survey Technician.....	\$110.00 per hour

CONSTRUCTION PHASE SERVICES & ASSESSMENTS

Senior Project Manager.....	\$215.00 per hour
Project Manager	\$190.00 per hour
Senior Project Engineer.....	\$170.00 per hour
Project Engineer.....	\$160.00 per hour
Senior Resident Project Representative	\$155.00 per hour
Resident Project Representative.....	\$90.00 to \$110.00 per hour

Rates for Principles and other Professionals/Experts provided upon request as specific project necessitates.

Unless otherwise noted in the Agreement; outside services contracted for a specific project, including but not limited to professional and technical consultants, laboratory testing, reprographics, photography, etc. will be invoiced at the amount of the subcontractor’s statement plus 10 percent.

Other expenses which are properly chargeable to the work will be invoiced as follows:

- Travel by company or private vehicle at reimbursable rate per Federal guidelines at time expense is incurred.
- Travel, living and per diem expenses for all personnel when required to be away from office in connection with the project will be evaluated on a project by project basis and provided for in the project contract.

Statements will be issued on a monthly basis and are due upon receipt.

Effective: January 2023

VI. Continuing OLD Business:

0-a: **Benny Carden Memorial Plaque-Reservoir Hill @500,000 gallon Reservoir**

0-b: **WTP-Telemetry/Tank Project** - see #5-Supt Report

0-c: **WWTP:** Update on the following Directors Order/ City Council Update, CCI up-date-Open for Discussion

SEWER Rehab Projects:

Letter of REQUEST to TDEC requesting of delaying SHORT-TERM Improvements was APPROVED by Michael Landcaster, TDEC as long as effluent results are in compliance.

see #4 Supt Report pertaining to WWTP

0-d: **Distribution System:** See #6 in Supt Report

0-e: **Collection System:**

- NWC is reviewing Public Identified issues/NWC side
- On-going

0-f: **Cross Connection: (RPBP)** Operators Xan Ridenour and Cameron Scott-CHECKED 18-billed (9) out of 18 and all passed-Will bill the customer @30.00 each. The other 9 were tested independently and test sheets presented to NWC for file.

0-g: **Galvanized Pipe replacement/Eliminate Projects**

COMPLETED- Final inventory completed and submitted to TDEC before Oct. 16, 2024 –

November 6, 2024-Revised LSLI Inventory per TDEC/EPA new regulations
COMPLETED

- **LSLI GRANT APPLICATION: \$250,000-**Received
- **NEXT STEP:** NWC continue work to eliminate any galvanized in the system per TDEC
- **NEXT:** Engineers (with Board approval) -provide replacement specifications/design-(LSLI Grant Funds)
 - Hilltop Place (in-house project)
 - Dead-end of Oak Road (in-house project)
 - NWC work on (West Norris Road upgrade)

0-h: **Wastewater Regionalization Study-**(Grant awarded notification \$ 3.3 M with a match of \$177,000) Open for discussion-Updates

0-i: **Alt. Water Supply: Open for discussion (schedule) Updates**

*0-J (added): **Vehicle:** Supt Wilkerson is in contact with Wilson County Motors concerning State Bid pricing. As soon as Dealership receives the 3500 4x4 dual axle vehicle, notification will be sent to Supt. And then a PO will be issued for it to be sent to Norris. The Utility bed will then be installed at Phonix in Knoxville.*

VII. REPORTS

To: Norris Water Commission Board

From: Tony Wilkerson, Waterworks Superintendent

Date: NOVEMBER 18,2024

RE: **R-a.- Waterworks Superintendent Report for October 2024**

Water Pumped MG/Sold/% loss—See attached

Sold to ACWA: Alley 637,500/Alley Rd 533,700/Reservoir Road 1,307,400 --- each location

1. **Water Budget**-see financial report see attached in packet
2. **Rainfall September _0.79"@Water Treatment Plant "- 45.52" inches YTD Source ok presently The 1.10" received 11-14-2024 -GOOD**
3. **Operations Building/Equipment Shed.** -Clean
4. **. WWTP-Non-Compliance (2)-in month of October 2024**
 - a. Dailey Inspections (84 points to inspect) and Operations
 - i. Recorded Dailey on Log Book and Computer
 - ii. Dailey Testing performed
 - iii. Monthly Reports-NWC Emor/DMR/NDSP Report(3 reports-16 hrs)
 - b. **WWTP-Training-September 2024** Xan Ridenour in training at STP-Performing Very Well!!
 - c. **Press Sludge-__6_** times this month.
 - d. **Supernatant- __1_** times
 - e. **Pumped Aeration to Digester-__6_** times mth
 - Tons of sludge hauled-9.18
 - **Rain:- .78" inches of rainfall recorded at Wastewater Treatment Plant**
 - Ferm Zone-Dailey mixing/logging
 - Fill PT-190 /Bleach Barrel (chemical barrels-TP and filamentous protection)
 - Ground Maintenance-2 mth
 - EPA Nutrient Removal Case Study Project-Norris, TN-Doug Snelson, Senior Operator and Tony Wilkerson, Supt meet with EPA , collected samples and Xan downloaded results for EPA. ON GOING each month and Operator Xan is collecting samples with Snelson.

Water Works Fund Balance Report

	2019-20	2020-21	2021-22	2022-23	2023-24	2023-24	2023-24	2023-24	2023-24	2024-25	2024-25	2024-25	2024-25	2024-25	2024-25	
	ADJ Totals	ADJ Totals	ADJ Actual	ADJ Actual	Jul Actual	Aug Actual	Sep Actual	Oct Actual	Actual	Budget	Jul Actual	Aug Actual	Sep Actual	Oct Actual	Actual	
Revenues																
<i>Water Billing</i>	\$ 455,106	\$ 507,434	\$ 484,052	\$ 521,523	\$ 47,818	\$ 47,769	\$ 50,094	\$ 48,348	\$ 561,747	\$ 555,000	\$ 51,233	\$ 49,738	\$ 50,343	\$ 51,782	\$ 203,096	36.6%
<i>Sewer Billing</i>	\$ 420,373	\$ 418,523	\$ 425,397	\$ 493,633	\$ 42,896	\$ 42,896	\$ 47,428	\$ 43,532	\$ 528,371	\$ 520,700	\$ 46,398	\$ 46,298	\$ 46,007	\$ 45,616	\$ 184,319	35.4%
<i>Water Works Charges</i>	\$ 46,446	\$ 43,576	\$ 53,837	\$ 22,569	\$ 5,558	\$ 744	\$ 1,926	\$ 6,823	\$ 67,875	\$ 5,138,535	\$ 7,928	\$ 103,231	\$ 3,551	\$ 102,632	\$ 217,342	4.2%
<i>Interest Income</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Revenues	\$ 921,925	\$ 969,533	\$ 963,286	\$ 1,063,371	\$ 96,272	\$ 91,409	\$ 99,448	\$ 98,703	\$ 1,157,993	\$ 6,214,235	\$ 105,559	\$ 199,267	\$ 99,901	\$ 200,030	\$ 604,757	9.7%
Expenses																
<i>Admin & General</i>	\$ 254,371	\$ 245,123	\$ 186,711	\$ 276,417	\$ 24,468	\$ 24,948	\$ 26,691	\$ 61,765	\$ 359,779	\$ 397,248	\$ 40,722	\$ 23,053	\$ 71,501	\$ 34,289	\$ 169,565	42.7%
<i>Customer Billing</i>	\$ 13,996	\$ 11,335	\$ 12,849	\$ 16,453	\$ 14,765	\$ 2,383	\$ -	\$ -	\$ 26,778	\$ 21,000	\$ 179	\$ -	\$ -	\$ 73	\$ 252	1.2%
<i>Wastewater Treatment & Dispa</i>	\$ 172,800	\$ 175,163	\$ 154,499	\$ 196,258	\$ 18,587	\$ 31,386	\$ 28,540	\$ 19,620	\$ 240,638	\$ 3,221,589	\$ 22,179	\$ 39,121	\$ 284,205	\$ 143,170	\$ 488,675	15.2%
<i>Wastewater Collection</i>	\$ 29,325	\$ 34,139	\$ 177,102	\$ 50,248	\$ 1,001	\$ 22,999	\$ 4,423	\$ 7,479	\$ 173,695	\$ 2,172,198	\$ 7,876	\$ 14,212	\$ 4,397	\$ 4,082	\$ 30,567	1.4%
<i>Water Transmission & Dist</i>	\$ 61,579	\$ 95,431	\$ 108,268	\$ 59,283	\$ 2,921	\$ 5,379	\$ 12,812	\$ 30,662	\$ 143,469	\$ 199,641	\$ 13,296	\$ 6,969	\$ 21,236	\$ 8,967	\$ 50,468	25.3%
<i>Water Purification</i>	\$ 111,894	\$ 108,789	\$ 122,416	\$ 213,445	\$ 17,325	\$ 25,516	\$ 13,526	\$ 13,356	\$ 204,834	\$ 219,145	\$ 20,565	\$ 25,988	\$ 20,876	\$ 13,872	\$ 81,301	37.1%
Total Expenses	\$ 643,965	\$ 669,980	\$ 761,845	\$ 957,533	\$ 79,067	\$ 112,611	\$ 85,992	\$ 132,882	\$ 1,149,193	\$ 6,230,822	\$ 104,817	\$ 109,343	\$ 402,215	\$ 204,453	\$ 820,828	13.2%
Balance	\$ 277,960	\$ 299,553	\$ 201,441	\$ 105,838	\$ 17,205	\$ (21,202)	\$ 13,456	\$ (34,179)	\$ 8,800	\$ (16,587)	\$ 742	\$ 89,924	\$ (302,314)	\$ (4,423)	\$ (216,071)	
Depreciation	\$ 98,000	\$ 104,004	\$ 107,316	\$ 95,740	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 95,000	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Operating Available Flow	\$ 179,960	\$ 195,549	\$ 94,125	\$ 10,098	\$ 17,205	\$ (21,202)	\$ 13,456	\$ (34,179)	\$ 8,800	\$ (111,587)	\$ 742	\$ 89,924	\$ (302,314)	\$ (4,423)	\$ (216,071)	
Beginning Fund Balance	\$ 728,258	\$ 908,218	\$ 1,103,767	\$ 1,197,892	\$ 1,207,990	\$ 1,225,195	\$ 1,203,993	\$ 1,217,449	\$ 1,207,990	\$ 1,216,790	\$ 1,216,790	\$ 1,217,532	\$ 1,307,456	\$ 1,005,142	\$ 1,216,790	
Ending Fund Balance	\$ 908,218	\$ 1,103,767	\$ 1,197,892	\$ 1,207,990	\$ 1,225,195	\$ 1,203,993	\$ 1,217,449	\$ 1,183,270	\$ 1,216,790	\$ 1,105,203	\$ 1,217,532	\$ 1,307,456	\$ 1,005,142	\$ 1,000,719	\$ 1,000,719	
Capital Outlays					\$ 625	\$ 23,635	\$ 9,511	\$ 16,706	\$ 176,636	\$ 5,213,735	\$ 2,721	\$ 34,209	\$ 280,723	\$ 127,019	\$ 444,672	8.5%

