



Norris Water Commission
Monday May 18, 2026 6:00 P.M.

- I. Call to Order
- II. Approve the Agenda
- III. Hear the Public
- IV. Minutes
 - a. Consideration of Approving April 20, 2026 Regular Meeting Minutes
- V. New Business
 - a. Approval of Waterworks Superintendent Employment Agreement
 - b. Update on SRF Submissions
- VI. Continuing Business
 - a. Update on Activities at the Water Treatment Plant
 - b. Update on Activities at the Wastewater Treatment Plant
 - c. Update on the Water Distribution System
Update-Lead Testing in School and Child Care Centers-(LTSCCP) Program-Voluntary-No cost program
 - d. Update on the Sanitary Sewer Collection System
 - e. Update on Cross Connection Management System
 - f. Update on the Galvanized Pipe Project
 - g. Update on I&I Project
 - h. Update on Wastewater Regionalization Project
 - i. Generator for WTP/WWTP-Update
- VII. Reports
 - a. Superintendent April Report
 - b. April 2026 Financial Report
 - c. April 2026 Unaccounted-for Water Report
- VIII. Adjournment



NORRIS WATER COMMISSION MINUTES
April 20, 2026

The following members were present:

Chairperson: Travis Honeycutt	Absent
Vice Chair: Chuck Nicholson	Present
Member: Loretta Painter	Present
Member: Chris Mitchell	Present
Member: Bill Grieve	Present

Quorum Met

I. Call to Order

The meeting was called to order by Chuck Nicholson at 6:00 pm.

II. Approval of the Agenda

No changes made.

III. Hear the Public:

No comments were made.

IV. Minutes:

Chris Mitchell moved **to approve the minutes of the March 19, 2026, Water Commission meeting as presented.** Seconded by Bill Grieve.

The motion passed unanimously with all members present voting in the affirmative.

Loretta Painter moved **to approve the minutes of the March 30, 2026, Water Commission Special meeting with a change to the title to specify the meeting was a Special Called meeting of the Commission.** Seconded by Bill Grieve.

The motion passed unanimously with all members present voting in the affirmative.

V. New Business

1. FY 2027 Budget

City Manager Bailey Whited presented the fiscal year 2027 budget for the Commission's consideration, highlighting the following: no new rate increases built into the budget, 3% cost of living adjustment and market rate adjustments as necessary, updated figures in anticipation of the Superintendent's new agreement.

After discussion, Chris Mitchell moved **to recommend the FY 2027 water and sewer utility budget for adoption by the City Council.** Seconded by Loretta Painter.

The motion passed unanimously with all members present voting in the affirmative.

VI. Continuing Business

- 1. Water Treatment Plant:** Supt. Wilkerson reported that new hire Josh Colby was learning the intricacies of the water process quickly.
- 2. Wastewater Treatment Plant:** Supt. Wilkerson reported that new hire Steven Bakaletz was learning the intricacies of the wastewater process quickly. He further reported that there was one reported discharge event this month.
- 3. Water Distribution System:** Supt. Wilkerson reported on some recent tree removal work that was performed to protect a water main and the recently-installed fence at Reservoir Hill.

Supt. Wilkerson further wanted to thank resident Pam Turner for recognizing and reporting a recent water leak.

4. **Sanitary Sewer Collection System:** Supt. Wilkerson reported that a magnolia on West Norris Road may need to be considered for removal due to its proximity of the adjacent sanitary sewer line.
5. **Cross Connection Inspection Program:** No update.
6. **Galvanized Pipe Project:** City Manager Whited reported that we will be coordinating to receive reimbursement as part of the LSLI grant. Supt. Wilkerson stated he would like to see replacement of some galvanized lines on Hilltop Rd. if the grant will cover it.
7. **Update on I&I Project:** Supt. Wilkerson reported that the post-Phase I flow monitors have been installed. He further reported that his team is interested in performing some in-house I&I repair.
8. **Generator:** Supt. Wilkerson reported that the generator has been added to the capital plan for next year.

VII. Reports

1. **Superintendent's Report:** Supt. Wilkerson highlighted that he has been working with a representative with TAUD to have some of his employee's training costs associated with receiving certifications to be reimbursed through ETHRA.
2. **Financials:** Written reports submitted.
3. **Unaccounted-For Water Report:** A discussion was held regarding the high unaccounted for water this month. Supt. Wilkerson suggested some meters that may need to be replaced.

VIII. Adjournment

Bill Grieve moved to **adjourn at 6:41 p.m.** Seconded by Chris Mitchell.

The motion passed unanimously with all members present voting in the affirmative.

Chairperson: _____ Secretary: _____

May 12, 2026

Ms. Vena Jones
State Revolving Fund Program
Department of Environment and Conservation
312 Rosa L. Parks Avenue
12nd Floor, William R. Snodgrass Tennessee Tower
Nashville, Tennessee 37243

Re: 2025 City of Norris Clean Water SRF Priority Ranking Request
Wastewater Treatment Improvements

Dear Ms. Jones:

The City of Norris is pleased to receive Phase 2 notification for the above referenced 2025-12364 priority ranking request for Clean Water funding. Please be advised the City's three most recent audits have been submitted to and are on file with the State of Tennessee Comptroller's Office. The City has authorized Community Development Partners, LLC to submit this Phase 2 request on behalf of the City. Should you have any questions or need additional information, please do not hesitate to give me a call.

Sincerely,

CITY OF NORRIS



Bailey Whited
City Manager

May 12, 2026

Ms. Vena Jones
State Revolving Fund Program
Department of Environment and Conservation
312 Rosa L. Parks Avenue
12nd Floor, William R. Snodgrass Tennessee Tower
Nashville, Tennessee 37243

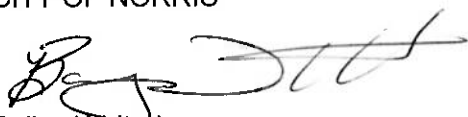
Re: 2025 City of Norris Clean Water SRF Priority Ranking Request
Equalization Basin

Dear Ms. Jones:

The City of Norris is pleased to receive Phase 2 notification for the above referenced 2025-12458 priority ranking request for Clean Water funding. Please be advised the City's three most recent audits have been submitted to and are on file with the State of Tennessee Comptroller's Office. The City has authorized Community Development Partners, LLC to submit this Phase 2 request on behalf of the City. Should you have any questions or need additional information, please do not hesitate to give me a call.

Sincerely,

CITY OF NORRIS



Bailey Whited
City Manager

May 12, 2026

Ms. Vena Jones
State Revolving Fund Program
Department of Environment and Conservation
312 Rosa L. Parks Avenue
12nd Floor, William R. Snodgrass Tennessee Tower
Nashville, Tennessee 37243

Re: 2025 City of Norris Clean Water SRF Priority Ranking Request
Infiltration and Inflow Improvements

Dear Ms. Jones:

The City of Norris is pleased to receive Phase 2 notification for the above referenced 2025-12459 priority ranking request for Clean Water funding. Please be advised the City's three most recent audits have been submitted to and are on file with the State of Tennessee Comptroller's Office. The City has authorized Community Development Partners, LLC to submit this Phase 2 request on behalf of the City. Should you have any questions or need additional information, please do not hesitate to give me a call.

Sincerely,

CITY OF NORRIS

A handwritten signature in black ink, appearing to read "Bailey Whited", written in a cursive style.

Bailey Whited
City Manager

VII. REPORTS

To: Norris Water Commission Board

From: Tony Wilkerson, Waterworks Superintendent

Date: May 18, 2026

RE: R-a.- Waterworks Superintendent Report for APRIL 2026

- Water Pumped MG/Sold/% loss—See attached
- Sold to ACWA: 571,000 Alley /303,900Alley Rd /1.7MG Reservoir Road – - - each location
- Sold to TVA-1,764,200-up for the month/year-Meter @ Dam
- Water Budget-see financial report see attached in packet
- 1. Rainfall APRIL 3.13” 2026 –11.79” YTD” (@Water Treatment Plant- -) Source ok presently
- 2. Operations Building/Equipment Shed. -Fire Extinguishers checked
Cleaned brush from around fence at Equipment Storage Building
Secured Tin Roof on 2nd Equipment Storage Building
Oil Furnace-Checked cleaned/added oil
- 3. **(b). WTP-Water Plant:**
 - a. -Reports-Monthly-to TDEC completed (5 monthly-16 hrs.) CN1119 Water Pump-age Data -entered TDEC Water Portal system monthly
 - b. -*Dailey Inspections conducted (7 days a week) morning-evening inspection (52 points of inspection each time entered the plant) (Sometimes up to 3 times of inspections daily) Lab Testing in-house of chlorine, ph., alkalinity, hardness, fluoride, and turbidity*
 - c. *Reservoir Tank: Inspect daily -seven days a week*
 - d. Dailey Testing conducted morning /evening
 - i. Record Dailey on Logbook and Computer
 - e. – Samples- Bacteriological Samples collected (2) in distribution system and backwash lagoon sample
 - f. -Backwashed Filters- 4- times this month-Requires 6 hours each BW. (coating)
 - g. Clean Weekly
 - h. Spring checked-once a week-
Water Source-Spring-doing OK at 1st of MAY-NWC Team-will be monitoring it twice a day -checking recharge and withdrawal rate-Per TDEC all water suppliers need to review Drought Management Plans-Prediction for year of 2026 per TDEC and TVA article-the area is facing rainfall shortage for Summer of 2026. In the Month of May 2026 -NWC will be reviewing Norris Drought Mgt. Plan and reviewing with all employees. We definitely hope we do not need to implement the Plan any time in future, but if we do, we will be prepared and advise the Board/Council and residents.
 - i. Alarm (OT)-4-18-2026-Rain Event-came to plant-addressed the alarm and increased alum settings-CS/JC---4-19-2026 2nd ALARM: addressed alarm-increased alum settings
 - j. 4-23-2026: Changed High Service cooling line leaking

SUPT-2

- k. Cannon & Cannon staff visited Water Plant to review and prepare AMP (Asset Management Plan) for Norris.
 - l. Ground Maintenance-Mowe/Weed eat
4. (c.). **WWTP-non-compliance-(1) in the month of APRIL 2026-TDEC was notified**
Reason-excess rain event of 1.68" and-effluent was diverted thru chlorine contact-in which it was chlorinated/dechlorinated and aerated. OT- Inspections Required-Additional Testing was conducted thru out the process and addressed in house.
- a. *Dailey Inspections (84 points to inspect) and Operations*
 - i. Recorded Dailey on Logbook and Computer
 - ii. Dailey Testing performed/Clean weekly
 - iii. Monthly Reports-NWC Emor/DMR/NDSP Report (3 reports-16 hrs.)
 - iv. Clarifier-added alum for settling

WWTP-Steven Balaksie (PTE)is training in the plant and doing very well.

- b. **Press Sludge-4** times this month. (4-6 hrs. each time)
-NWC Team (ALL) have been involved in Training on the operation of the Sludge Press operation. -Continuing
- c. **Supernatant-** 5 times (8hrs each time)
- d. **Pumped Aeration to Digester-** 12 times MTh (4-6 hrs. each time)
 - Tons of sludge hauled- 8.91/6.80 two different days
 - **Rain: -"3.17" inches of rainfall recorded at Wastewater Treatment Plant-APRIL 2026**
 - Ferm Zone-Dailey mixing/logging/depth
 - Fill PT-190 /Bleach Barrel (chemical barrels-TP and filamentous protection)
 - EPA Nutrient Removal Case Study Project-Norris, TN: COMPLETED-Reviewing all the RESULTS- No new Up-date
 - Norris Dam State Park Sewage Treatment Plant: Inspect Dailey, collect samples and bring to Norris STP and analyze. (4 hrs. a day)
 - **RAS-Return activated Sludge-experimenting on adjustments**
 - **Ground Maintenance-Mowe and Weed-eat**

6. (d,) Distribution System:

- a. -Read Meters/Rereads-3 days
- b.- Samples Collected: 2-regular bacteriological samples collected

Fluoride Quarterly sample taken AND Backwash (Aluminum) water sample taken
- c.-Spring – checked weekly-OK
- d. -Service Calls- for the month of APRIL 2026 (40 Qty)

SUPT-3

- e. Meter Pits: ACWA (Reservoir Road, Alley Rd x2), TVA 3" meter and NDSP-READ DAILY -5 days a week.
- f. Norris Dam State Park-May 2026-assisting and monitoring the fill of a 115,000 gallon water tank.
- g. Water Valve Program-NWC Staff identify water valves-locate-clean out-paint
- h. Flushing Program: Oak Road, Reservoir Road, and West Norris Road
- i. 100 Dale Road -Dug up replaced meter box
- j. 4-21-2026-Hilltop /Hilltop Place: NWC Team dug up repaired 1 ½" galvanized water line leaking
- k. 4-27-2026-TVA-Walnut Orchard Hwy 441: NWC Team repaired 2" waterline leaking (10 gpm)
- l. -April 2026-142A Butternut Drive-NWC TEAM completed removal of some additional trees that were on top of the 8" water transmission line-Property owner agreed for removal on our easement. NWC dressed up, and spread wood chips in the area.
- m. SERVICE CALLS-45 Calls
 - Check Meter for leak on customer: 3
 - Seasonal Meter install: 1
 - Meter Change Out: 1
 - Sewer Stoppages: 0
 - Temp Connect: 0
 - New Tap: 0
 - Check for leak: 2
 - Read/leave on: 7
 - TN811- 22
 - Final/Read/Lock off: 10
 - Lawn Meter install: 1
 - No Water: 1
 - Check water compliant: 1

7.. (e.) Sanitary Sewer Collection System:

- Sewage Treatment-Pumping Stations-HICKORY TRAIL-Inspect daily
- Reservoir Road-replaced sewer cleanout busted-eliminate INI

8. Cross-Connection: Operator Xan Ridenour has started conducting some testing of RPBP in the system.

9.. Training/Health & Safety/Public Education

Training of new Team members-daily operation of the Water Plant/Wastewater Plant/Distribution/Sewer Collection System -Requires time!

10. Equipment: service trucks-check weekly

- 2025-Chev Service Truck-/ 2015-checked-ok/ 2021 -GMC-checked -OK
- 2009- F150--(Review of seeking a new truck in 2026-2027 budget under capitol plan for replacement
- 1995 Dump truck-check weekly Issue-slave cylinder issues- add hydraulic oil
- E48 Bobcat-Track hoe: checked OK----Backhoe-checked weekly
- Shoring Box: Team Member Josh Colby placed together a third TRENCH BOX-

SUPT-4

12. **Administration:** Supt.-takes Call/emails/ respond to residents-Field site inspection-Plants and operation, reports, attend meetings-Enters Water and Wastewater Monthly Operations Data into Net-DMR Portal and submits to EPA. Review/Plan Projects-Check fire extinguishers monthly-sign check off-Review Sewer Maps with Engineers-Review Regional Grant Update

13. **Office Staff:** takes calls, provides service orders, public relations, prepares meter program, prepares water bills, take complaints-forward to necessary personnel, prepares payables of NWC-prepares request of water bill adjustments, and much more. Thank You for keeping a lot of paperwork coordinated/processed. THANK YOU, Christina and Sandy.

OPERATIONS BUILDING

OIL Tank-check level -clean facility weekly

Fund
 Fiscal Year
 Current Month(1=Jul... 12=Jun)

413
 2026
 10

Water and Sewer Fund
Balance Sheet
 Budget to Actual Report
 April 2026

413 - Water and Sewer Fund
 2026
 10 - April

	Actual FY2024	Apr FY2025	Actual FY2025 YTD	Actual FY2025	Budget FY2026	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Actual FY2026	Var %
Revenues																	
Operating Revenues	\$ 1,128,964	\$ 93,647	\$ 951,947	\$ 1,179,066	\$ 1,139,250	\$ 102,684	\$ 109,845	\$ 114,219	\$ 113,851	\$ 105,878	\$ 109,410	\$ 119,178	\$ 114,524	\$ 110,766	\$ 108,256	\$ 1,108,611	
Non-Operating Revenues	\$ 34,817	\$ 55,001	\$ 693,578	\$ 35,249	\$ 30,000	\$ 3,043	\$ 2,874	\$ 1,966	\$ 1,829	\$ 986	\$ 94,057	\$ 359	\$ 544	\$ 602	\$ 658,197	\$ 764,458	
Total Revenues	\$ 1,163,781	\$148,648	\$1,645,525	\$ 1,214,315	\$ 1,169,250	\$105,727	\$112,719	\$116,185	\$115,680	\$106,864	\$203,467	\$119,538	\$115,068	\$111,368	\$766,453	\$ 1,873,070	
Expenditures																	
Purification	\$ 201,572	\$ 21,032	\$ 278,754	\$ 278,284	\$ 227,967	\$ 20,916	\$ 15,368	\$ 26,614	\$ 16,148	\$ 14,529	\$ 29,355	\$ 41,066	\$ 28,179	\$ 15,917	\$ 16,042	\$ 224,135	98.3%
Transmission And Distribution	\$ 144,156	\$ 8,187	\$ 129,937	\$ 141,798	\$ 145,170	\$ 13,436	\$ 8,976	\$ 17,901	\$ 12,117	\$ 8,755	\$ 9,619	\$ 16,470	\$ 9,222	\$ 8,688	\$ 10,357	\$ 115,542	79.6%
Sewer Collection (Lines)	\$ 174,550	\$ 5,767	\$ 73,430	\$ 75,234	\$ 82,647	\$ 8,338	\$ 85,585	\$ 180,896	\$ 8,284	\$ 367,139	\$ 60,822	\$ 4,732	\$ 7,008	\$ 5,151	\$ 5,615	\$ 733,570	887.6%
Sewer Treatment And Disposal	\$ 235,769	\$ 145,859	\$ 933,208	\$ 194,504	\$ 186,966	\$ 19,945	\$ 53,439	\$ 98,285	\$ 14,854	\$ 2,674	\$ 12,938	\$ 14,869	\$ 44,675	\$ 14,482	\$ 17,499	\$ 293,660	157.1%
Laboratory And Testing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 915	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 915	
Customer Accounting & Collection	\$ 19,464	\$ 2,781	\$ 10,046	\$ 12,845	\$ 23,000	\$ 153	\$ 8,875	\$ -	\$ 370	\$ 357	\$ 2,061	\$ -	\$ 111	\$ -	\$ 2,959	\$ 14,885	64.7%
Administrative & General Expenses	\$ 330,760	\$ 22,198	\$ 311,430	\$ 329,032	\$ 366,350	\$ 39,304	\$ 22,497	\$ 55,067	\$ 53,108	\$ 26,778	\$ 29,499	\$ 25,253	\$ 20,642	\$ 19,698	\$ 20,675	\$ 312,521	85.3%
Depreciation	\$ 95,834	\$ -	\$ -	\$ 102,140	\$ 95,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Operating Expenditures	\$ 1,015,234	\$ 69,397	\$ 843,172	\$ 1,075,356	\$ 1,127,100	\$ 91,006	\$ 69,558	\$ 112,708	\$ 104,257	\$ 57,841	\$ 86,036	\$ 79,254	\$ 66,803	\$ 61,986	\$ 71,099	\$ 800,548	
Non-Operating Expenditures	\$ 186,871	\$ 136,426	\$ 893,634	\$ 58,482	\$ -	\$ 12,000	\$ 125,183	\$ 266,055	\$ 625	\$ 362,392	\$ 58,257	\$ 23,137	\$ 43,033	\$ 1,950	\$ 2,048	\$ 894,680	
Total Expenditures	\$ 1,202,104	\$205,823	\$1,736,805	\$ 1,133,838	\$ 1,127,100	\$103,006	\$194,741	\$378,763	\$104,882	\$420,233	\$144,294	\$102,391	\$109,836	\$63,936	\$73,147	\$ 1,695,228	
Net Change in Fund Balance	\$ (38,323)	\$ (57,175)	\$ (91,280)	\$ 80,477	\$ 42,150	\$ 2,721	\$ (82,022)	\$ (262,578)	\$ 10,798	\$ (313,369)	\$ 59,173	\$ 17,147	\$ 5,231	\$ 47,432	\$ 693,306	\$ 177,841	
Beginning Fund Balance	\$ 744,622	\$ 2,629,356	\$ 2,663,462	\$ 2,663,462	\$ 2,743,939	\$ 2,743,939	\$ 2,746,660	\$ 2,664,639	\$ 2,402,060	\$ 2,412,859	\$ 2,099,490	\$ 2,158,663	\$ 2,175,810	\$ 2,181,042	\$ 2,228,474	\$ 2,743,939	
Ending Fund Balance	\$ 2,663,462	\$ 2,572,182	\$ 2,572,182	\$ 2,743,939	\$ 2,786,089	\$ 2,746,660	\$ 2,664,639	\$ 2,402,060	\$ 2,412,859	\$ 2,099,490	\$ 2,158,663	\$ 2,175,810	\$ 2,181,042	\$ 2,228,474	\$ 2,921,780	\$ 2,921,780	

2025-2026
Unaccounted For Water REPORT

Norris Water Commission Unaccounted For Report 2025-2026

MONTH	WATER PUMPED	WATER SOLD/ METERED	METERED FOR	FIRE DEPT. USAGE	FLUSHING	Tank Clean/Fill	Water BILL ADJ.	Water LOST	% LOST	# Cust.
			CONSUMPTION NOT SOLD							
July	9,621,000	7,738,800	642,900	0	275,000			964,300	10.02%	
August	9,187,000	7,955,500	728,800		275,000			227,700	2.48%	
Sept.	9,373,000	7,510,100	679,100		731,000			452,800	4.83%	
Oct.	9,409,000	7,757,100	855,900		792,000			4,000	0.04%	
Nov.	8,579,000	6,494,900	771,300		350,000			962,800	11.22%	
Dec.	9,230,000	6,725,900	589,600		865,000			1,049,500	11.37%	789
Jan.	9,625,000	7,839,400	638,900		520,000			626,700	6.51%	
Feb.	9,242,000	7,693,300	682,000		420,000			446,700	4.83%	
March	9,644,000	7,177,600	566,700		291,400			1,608,300	16.68%	
April	9,869,000	8,177,100	600,100		745,000			346,800	3.51%	
May								0	#DIV/0!	
June								0	#DIV/0!	
Total	93,779,000	75,069,700	6,755,300	0	5,264,400		0	6,689,600		

	A	B	C	D	E	F	G	H
April 2026			Orchard Rd West Norris/Oak Ridgeway Rd-water valves Fire Hydrants- Flushing	OSM-walnut Orchard 120,000	East Circle-Garden Road-Oak Road-			
			*2" Galv Hilltop/ Hilltop Place *OSM-Walnut Orchard 2" Gate Valve leaking	75,000 550,000				