



**Norris Water Commission**

**Wednesday, February 21, 2024, 6:00 P.M.**

- I. Call to Order
- II. Approve the Agenda
- III. Hear the Public
- IV. Minutes
  - M-1: Consideration of Approving January 22, 2024 Regular Meeting Minutes
- V. New Business
  - N-1: Discussion with Candace Vannasdale, a Representative from the Tennessee Board of Utility Regulation (TBOUR)
  - N-2: Capital Equipment and Project Planning Discussion
- VI. Old Business
  - O-1: Update on the Status of the Benny Carden Memorials
  - O-2: Update on Activities at the Water Treatment Plant
  - O-3: Update on Activities at the Wastewater Treatment Plant
  - O-4: Update on the Water Distribution System
  - O-5: Update on the Sanitary Sewer Collection System
  - O-6: Update on Cross Connection Management System
  - O-7: Update on the Galvanized Pipe Project
  - O-8: Update on the SB845 Tennessee Board of Utility Regulation
  - O-9: Update on the Wastewater Regionalization Study
  - O-10: Update on the Alternative Water Supply Study
- VII. Reports
  - R-1: Superintendent January Report
  - R-2: January Financial Report
  - R-3: January Unaccounted-for Water Report
- VIII. Adjournment



**NORRIS WATER COMMISSION MEETING MINUTES**  
**January 22, 2024**

Members Present: Loretta Painter, Will Grinder, Bill Grieve, Chris Mitchell and Charles Nicholson  
Absent:

Secretary/Treasurer: Charles A. Ledford

Water Superintendent: Tony Wilkerson

- I. **Call to Order:** The meeting was called to order by Chuck Nicholson at 6:00 pm.
- II. **Approval of the Agenda** – No changes
- III. **Hear the Public** – No public comment
- IV. **Minutes**
  1. **December 18, 2023 NWC Minutes**

A motion was made by Bill Grieve and seconded by Loretta Painter **to approve the December 18, 2023 meeting minutes** with minor corrections.  
The proposal passing on a vote of 5 to 0 as follows:  
Yes: Will Grinder, Loretta Painter, Bill Grieve, Chris Mitchell, Chuck Nicholson
- V. **New Business**
  1. **Discussion with Candace Vannasdale, a Representative from the Tennessee Board of Utility Regulation (TBOUR)**

This discussion was postponed until the February meeting due to current weather conditions.
  2. **Election of Chairperson and Vice Chairperson**

A motion was made by Loretta Painter and seconded by Will Grinder **to appoint Charles Nicholson as the 2024 Norris Water Commission Chairperson.**  
The proposal passing on a vote of 5 to 0 as follows:  
Yes: Will Grinder, Loretta Painter, Bill Grieve, Chris Mitchell, Chuck Nicholson

A motion was made by Charles Nicholson and seconded by Bill Grieve **to appoint Loretta Painter 2024 Norris Water Commission Vice Chairperson.**  
The proposal passing on a vote of 5 to 0 as follows:  
Yes: Will Grinder, Loretta Painter, Bill Grieve, Chris Mitchell, Chuck Nicholson
  3. **Setting of Future Meeting Day and Time**

A motion was made by Will Grinder and seconded by Loretta Painter **to set the February 2024 meeting for February 21, 2024 at 6 pm.**  
The proposal passing on a vote of 5 to 0 as follows:  
Yes: Will Grinder, Loretta Painter, Bill Grieve, Chris Mitchell, Chuck Nicholson
- VI. **Old Business**
  1. **Benny Carden Memorial**

Superintendent Wilkerson notified the commission he was waiting for new drawings.

2. **Activities at the Water Treatment Plant**  
Superintendent Wilkerson reported on their phones now through the SCADA system and will be doing a trial run, but is closing in on project completion.
3. **Activities at the Wastewater Treatment Plant**  
Superintendent Wilkerson reported a less expensive short-term baffle wall had been approved by engineers. The possibility of postponing short-term corrections in light of regional facility planning was discussed. Chemical treatments seemed to be meeting the same goal of the short-term projects.

A motion was made by Loretta Painter and seconded by Chirs Mitchell **to approve the Chairperson signing a letter requesting postponement of short-term improvements at the plant in light of chemical success and regional planning.**

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

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

Superintendent Wilkerson spoke a bit on sludge use and how it was improving the effluent at the plant.

On December 10, 2023 Tony reported the organization had to divert due to heavy rains.

4. **Water Distribution**  
Superintendent Wilkerson reported 3 water main breaks and use at the TVA facility at a slower rate in December.  
  
City Manager Ledford pointed out the efforts of the utility team during the recent snow event and heavy burden of the department as it resolves lingering leaks after a freeze.  
  
Superintendent Wilkerson suggested the City should consider working with the County on making plans to close Lower Clear Creek Road in snow events. The Commission indicated that wished for the City Manager and Superintendent to act on this recommendation.  
  
Superintendent Wilkerson shared 2 fire suppression system water leaks on private commercial lines.
5. **Sanitary Sewer Collection System**  
Superintendent Wilkerson reported that a meeting was planned for February to review the next step of the line improvement project.
6. **Cross Connection Management System**  
No comments of action taken on this topic.
7. **Galvanized Pipe Project**  
Mayor Mitchell notified the Commission that the utility had made application for a grant related to this project.
8. **SB845 New TN Board of Utility Regulation**  
No comments of action taken on this topic.
9. **Wastewater Regionalization Study**  
Mayor Mitchell outlined the status and next steps of the project. He stressed his desire to see the projects all tied together.

## VII. Reports

1. **Superintendent Report:** The report is herein attached as part of these minutes. Superintendent Wilkerson pointed out the recent purchase of capital items at both plants. Tony also shared that a county application for FEMA related to the winter event was ongoing.

2. **December Financial Report:** The report is herein attached as part of these minutes. City Manager Ledford provided a top-level review of current finances and some capital outlay and 2024-25 budget planning.
3. **December Unaccounted-for Water Report:** The report is herein attached as part of these minutes. The nonmetered fire protection lines were discussed and a review of the ordinances related to cost associated with leaks would be reviewed at the next meeting.

VIII. **Adjournment: 7:28 p.m.**, Motion by Bill Grieve and seconded by Loretta Painter to adjourn, All:  
AYE

Change 9, January 11, 2016

18-16

(4) "Auxiliary intake." Any piping connection or other device whereby water may be secured from any sources other than from the public water system.

(5) "Auxiliary water supply." Any water supply on or available to the premises other than water supplied by the public water system.

(6) "Backflow." The reversal of the intended direction of flow of water or mixtures of water and other liquids, gases, or other substances into the distribution pipes of a potable water system from any source.

(7) "Backpressure." A pressure in the downstream piping that is higher than the supply pressure.

(8) "Backsiphonage." Negative or sub-atmospheric pressure in the supply piping.

(9) "Backflow prevention assembly." An approved assembly designed to prevent backflow.

(10) "Bypass." Any system of piping or other arrangement whereby water may be diverted around a backflow prevention assembly, meter, or any other public water system controlled device.

(11) "Contamination." The introduction or admission of any foreign substances that cause illness or death.

(12) "Cross connection." Any physical arrangement whereby the public water supply is connected, directly or indirectly, with any other water supply system, whether sewer, drain, conduit, pool, storage reservoir, plumbing fixture, or other device which contains, or may contain, contaminated water, sewage, or other waste or liquid of unknown or unsafe quality which may be capable of imparting contamination to the public water supply as a result of backflow. Bypass arrangements, jumper connections, removable sections, swivel or change-over devices through which, or because of which, backflow could occur are considered to be cross connections.

(13) "Cross connection control coordinator." The person who is vested with the authority and responsibility for the implementation of the Cross Connection Control Coordinator Program and for the provision of this chapter/policy as assigned by the superintendent.

(14) "Customer." Any natural or artificial person, business, industry, or governmental entity that obtains water, by purchase or without charge, from the water provider.

(15) "Direct cross connection." An actual or potential cross connection subject to back siphonage and backpressure.

(16) "Double check detector assembly." A specially designed assembly composed of line size approved double check valve assembly specifically designed for such application. The meter shall register accurately for very low rates of flow up to three (3) gallons per minute and shall show a registration for all rates of flow. This assembly shall only be used to protect against non-health hazards and is designed primarily for use on fire sprinkler systems.

Change 9, January 11, 2016

18-23

The minimum acceptable sign shall have black letters at least one inch (1") high located on a red background. (as added by Ord. #529, June 2011)

**18-310. Violations.** The requirements contained herein shall apply to all premises served by the city water system whether located inside or outside the corporate limits of the City of Norris and are hereby made a part of the conditions required to be met for the Norris Water Commission to provide water services to any premises. Such action, being essential for the protection of the water distribution system against the entrance of contamination which may render the water unsafe health wise, or otherwise undesirable, shall be enforced rigidly without regard to location of the premises, whether inside or outside the corporate limits.

Any person who neglects or refuses to comply with any of the provisions of this chapter shall be subject to a penalty under the general penalty provision of this code. Each day a violation is allowed to occur shall be a separate offense. (as added by Ord. #529, June 2011)

**18-311. Backflow prevention determination.** An approved backflow prevention assembly shall be installed on each service line to a customer's premises within five feet (5') of the water meter and in all cases before the first branch line leading off the service line, if it is impractical or easily altered to provide an effective air gap separation, when any of the following conditions exist:

- (1) All premises listed as High Risk High Hazard including industrial fluids, sewage, or any other non-potable substances are handled in such a manner as to create actual or potential health hazard to the water system.
- (2) All premises listed with actual or potential cross connections listed in approved plan criteria list.
- (3) Premises having auxiliary water supply, including but not limited to a well, cistern, spring, pond, river, or creek that is not, or may not be, of safe bacteriological or chemical quality and that is not acceptable as an additional source by the cross connection control manager/coordinator or designee.
- (4) The plumbing from a private well or other water supply entering the building served by the public water supply, or is connected, directly or indirectly, to the public water supply.
- (5) The owner or occupant of the premises cannot, or is not willing to demonstrate that the water use and protective features of the plumbing are such that frequent alterations are made to the plumbing.
- (6) The nature and mode of operation within the premises is such that frequent alterations are made to the plumbing.
- (7) The nature of the premises is such that the use of the structure may change to a use wherein backflow prevention is required.
- (8) There is likelihood that protective measures may be subverted, altered, or disconnected. Any premises having service and fire flow connections,

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most commercial and educational buildings, construction sites, all industrial and medical facilities, lawn irrigation systems, public or private swimming pools, private fire hydrant connections used by any fire department in combating fires, photographic laboratories, standing ponds or other bodies of water, auxiliary water supplies, and wastewater treatment plants.

(9) Any premises having fountains, water softeners or other point of use treatment systems hot tubs or spas, or other type(s) or water using equipment.

(10) Premises otherwise determined by the cross connection control manager/coordinator or designee to create an actual or potential hazard to the public water system.

(11) In the case of any premises where there is any material dangerous to health that is handled in such a fashion as may create an actual or potential health hazard to public water system, the public water system shall be protected by an air gap separation (at the discretion of water provider to allow) or a reduced pressure principle backflow prevention assembly. The following premises, where such conditions may exist, include manufacturing plants, hospitals, mortuaries, funeral homes, and metal plating operations.

(12) In the case of any premises where, because of security requirements or other prohibitions or restriction it is impossible or impractical to make a complete cross connection survey, the public water system shall be protected against backflow from the premises by either an air gap separation (at the discretion of the water provider) or reduced pressure principle assembly on each service line to the premises.

(13) A backflow prevention assembly shall be installed on each fire service line at the property line or immediately inside the building being served, but in all cases, before the first branch line leading off the service line wherever any of the following conditions exist:

(a) Class 1, 2, and 3 fire protection systems shall require at minimum a double check valve (detector) assembly; provided however, that a reduced pressure principle (detector) shall be required:

(i) Underground fire sprinkler pipelines are parallel to and within ten feet (10') horizontally of pipelines carrying waste water or significantly toxic wastes; or

(ii) Premises having unusually complex piping systems;

(iii) The pumpers connecting to the system have corrosion inhibitors or other chemical added to the tanks of the fire trucks;

(iv) The piping system(s) has corrosion inhibitors or other chemical added to prevent freezing;

(v) An auxiliary water supply exists with one thousand seven hundred feet (1,700') of any likely pumper connection.

(b) Class 4, Class 5, Class 6 fire protection systems shall require an air gap, or a reduced pressure principle assembly (detector) as

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determined by the cross connection control manager/coordinator or designee.

(c) Where a fire sprinkler system is installed on the premises, a minimum of a double check valve assembly (detector) shall be required.

(d) Where a fire sprinkler system uses chemicals, such as liquid foam, to enhance fire suppression a reduced pressure principle detector assembly shall be required.

(e) The cross connection control manager/coordinator may require internal or additional backflow prevention devices where it is deemed necessary to protect potable water supplies within the premises.

(14) In the case of any premises with an auxiliary water supply as set out in subsection (10), and not subject to any of the following rules, the public water system shall be protected by an air gap separation or a reduced pressure principle assembly.

(15) Double check valve assemblies (and detectors) may only be used for Class 1-3 fire protections systems (at the discretion of water provider to even allow).

(16) In the case of any premises where there is any material dangerous to health that is handled in such a fashion as may create an actual or potential hazard to public water system, the public water system shall be protected by a reduced pressure principle backflow prevention assembly. The following premises, where such conditions may exist, include but are not limited to: sewage treatment plants, sewage pumping stations, chemical manufacturing plants, hospitals, mortuaries, funeral homes, and metal plating operations.

(17) In the case of any premises where there are uncontrolled cross connections, either actual or potential, the public water system shall be protected by a reduced pressure principle assembly (detector) or air gap separation (at the discretion of water provider) assembly on each service line to the premises.

(18) In the case of any premises where, because of security requirements or other prohibitions or restriction it is impossible or impractical to make a complete cross connection survey, the public water system shall be protected against backflow from the premises by either an air gap separation (at the discretion of the water provider) or reduced pressure principle assembly on each service line to the premises.

(19) In the case of any premises where toxic substances are present that could pose an undue health hazard, the cross connection control manager/coordinator or designee may require an air gap 101 separation or reduced pressure principle assembly at the service connection to protect the public water system. In making this determination, the cross connection control manager/coordinator or his designee shall consider the degree of hazard based on criteria list in approved plan. (as added by Ord. #529, June 2011)



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The failure to maintain a backflow prevention assembly in proper working order and a status of "passed" shall be grounds for discontinuance of water service.

(18) The backflow prevention assembly must be tested after every repair and have a status of "passed" to be in compliance with this policy/chapter.

(19) Cross connection control manager/coordinator or designee shall have the right to inspect and test any assemblies whenever it is deemed necessary. Water service shall not be disrupted to the assembly without the knowledge of the occupant of the premises.

(20) Recommendation and suggestions. Provision should be made for fire sprinkler system testing, if third party testing is allowed, no problem, however if the utility or municipality should elect to test all assemblies, a allowance should be given for fire sprinkler contractors to test in accordance to division of fire prevention rigs. Those with fire sprinkler license will also be required to have a valid certificate of competency and all other requirements set forth by this policy/chapter.

(21) Any backflow prevention assembly tester found by the Norris Water Commission to be negligent in performing testing procedures or falsifying documentation in regards to a backflow prevention assembly will not be allowed continued approval to submit test reports. The Norris Water Commission may allow the backflow prevention assembly tester to perform testing at a later date, at the discretion of the cross connection control manager/coordinator or designee.

(22) Backflow prevention assembly testers must have approval from the Norris Water Commission before any test reports are accepted. The Norris Water Commission will issue a copy of the latest approved ordinance/policy from the Norris Water Commission and require the signature of the tester acknowledging requirements and responsibilities before allowance of submittal of test reports.

(23) All performance evaluations, tests, and repairs shall be at the expense of the customer and shall be performed by backflow prevention assembly testers that satisfy all requirements of this chapter/policy.

(24) Original records of evaluations and repairs shall be supplied to the cross connection control manager/coordinator or designee for retention. (as added by Ord. #529, June 2011)

**18-316. Corrections of violations.** (1) Any customer having cross connections, auxiliary intakes, bypasses, or interconnection(s) in violation of this chapter/policy shall, after a thorough investigation of existing conditions and an appraisal of the time required, complete the work within the time designated by the cross connection control manager/coordinator or designee, but in no case shall the time for correction exceed thirty (30) days for high and low hazards or fourteen (14) days for high risk high hazards.

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(2) Failure to comply with any order of the cross connection control manager/coordinator or designee within the time set out therein shall result in the termination of water service.

(3) Where cross connections, auxiliary intakes, bypasses, or interconnections are found to constitute a high risk high hazard, the Norris Water Commission, the cross connection control manager/coordinator or designee shall require prompt corrective action (within fourteen (14) days) to be taken to eliminate the threat. Expeditious steps shall be taken to disconnect the public water system from the customer's piping systems unless the extreme hazard is corrected immediately.

(4) Failure to correct conditions threatening the safety of the public water system as prohibited by this chapter or Tennessee Code Annotated, § 68-221-711 within the time limits set by the cross connection control manager/coordinator or designee or this chapter/policy, shall be cause for denial or termination of water service. If proper protection is not provided after times set forth in this policy/chapter, the cross connection control manager/coordinator or designee shall give the customer written notification that water service is to be discontinued, and thereafter physically separate the public water system from the customer's system in such a manner that the two (2) systems cannot be connected by an unauthorized person.

(5) Length of time for correction of violations for failed or nonexistent protection on extreme high hazard and high hazard and the letters sent shall be no more than thirty (30) days.

(6) In the event that a backflow prevention assembly is deemed "failed" (initial or annual performance evaluation), failure to install backflow prevention assemblies as requested by the Norris Water Commission, or there are deficiencies in the installation from failure to conform to the installation criteria specified in this chapter, or from deterioration, then the cross connection control manager/coordinator or designee will typically issue a written notice of failure or deficiency within ten (10) days. The time limit is dependent on risk of contamination and may not be greater than thirty (30) days. (as added by Ord. #529, June 2011)

**18-317. Non-potable supplies.** (1) Any water outlet connected to auxiliary water sources, industrial fluid systems, or other piping containing non-potable liquids or gases, which could be used for potable or domestic purposes, shall be labeled in a conspicuous manner as: WATER UNSAFE FOR DRINKING.

(2) The minimum acceptable sign shall have black letters at least one inch (1") high on red background.

(3) Color coding of piping in accordance with the Occupational Safety and Health Act guidelines may be required in locations where, in the judgment of the inspector. Such color-coding is necessary to identify and protect the potable water supply. (as added by Ord. #529, June 2011)

**V. Old Business:**

**0-1: Benny Carden Memorial:** Supt. Wilkerson has been in contact with the supplier and has received the drawing and is in ordering process.

**0-2: WTP-Telemetry/Tank Project:** Supt. Wilkerson reports We are in process of calibrating parameters in closer. As for wireless On/Off of high service pumps, plan is to have it in place by end of month in Feb 2024 and weather permitting, NWC Team perform a TRIAL RUN.

**0-3: WWTP:** Update on the following Directors Order/ City Council Update, CCI up-date-Open for Discussion

**SEWER Rehab Projects:** **Supt Mr. Wilkerson and City Manager Leford meeting with Cannon & Cannon Engineers on discussion of projects and time line for progress with ARPA funds in the year 2024.**

**Short Term STP Upgrades: (July 2024)**

2- recirculating pumps	\$5,000.00
1- Mobile building (to house equipment)	\$2,500.00
1- Electric install	\$2,500.00
1- Piping/Fittings	\$1,500.00
1- Baffle Wall-(RTE review/quote)	\$7,000.00-\$10,000.00 reviewed and discussed with Engineers and RTE and design has been reduced BUT still will work as per CAP Plan.

- **(Letter of REQUEST to TDEC concerning SHORT-TERM Improvements) Update**

Also see #4 Supt Report pertaining to WWTP

**0-4: Distribution System:** See #7 in Supt Report

**0-5: Collection System:** See #9 Supt Report and

- NWC Staff visited 79 residents with Private identified Issues/NWC will need to re-smoke some areas identified
- Customer identified sites-Completed by customers- Response: \_16\_Qty-continuing to communicate with customers
- NWC is reviewing Public Identified issues-NWC side
- 127 Pine Road-8" Sewer Line Repair
- 114 Pine Road-sewer repair
- Sewer backup-After hours-during snow/cold event Sat. Night-XR/AR-72 Pine Road  
Supt Wilkerson reviewed area of stoppage on the City/NWC-Large tree in area creating issue-ROOTS-to dig and repair **(review tree ability to stand) Safety of employees**

**0-6: Cross Connection: (RPBP)**

- All completed except STP-blower room

**0-7: Galvanized Pipe replacement/Eliminate Projects**

- **NWC IS -IN PROGRESS**, Final inventory is required to be developed and submitted to TDEC no later than Oct. 16, 2024
- Visual Inspections are being conducted by NWC Team-It definitely will be time consuming and consist of manually hand digging/machine digging some service lines to identify ( Sites 65 locations inspected -Up to Date) Oak Road/Ridgeway Road-Completed
- Qty in need of replacement at this time is undetermined. Researching process in progress.- LSLI \$250,000 Grant 80/20 has been submitted-Thank You CDP-Evans Sanders

and the Mayor Chris Mitchell for both of their involvement, and for getting the grant submitted by the deadline, January 16, 2024.

- ***Cannon & Cannon Engineers will be meeting with Supt Wilkerson and City Mgr. Ledford with updates concerning LSLI Grant Updates from EPA.***

**0-8: SB845 TN Board of Utility Regulation**

**0-9: Wastewater Regionalization Study-**( Grant awarded notification \$ 3.3 M with a match of \$177,000) Open for discussion

**0-10: Update Trees Near Fire Hydrants and Lines:** No new updates

**0-11: Reservoir Hill:-**Fence Quote-No New updates and weather permitting , move forward in March 2024.

**0-12: Capitol Equipment Discussion:** Mini – Excavator//Jet Machine **Thank You City Council for the approval of the Purchase of new Bobcat E48-R mini excavator. Thank the City, NWC and the Watershed Board for the TEAM effort of this purchase.** Supt. Wilkerson provided a purchase Order to Bobcat of Knoxville and paper work is being completed by the City staff, providing needed information to proceed and acquire the equipment. We are excited and hope to have soon.!!

**NEW BUSINESS:**

**Shoring Panels: ON ORDER-Core & Main**

**Safety Trailer: 6.5 x 16' trailer ON ORDER-Allstate Trailers**

**Trailer to Haul NEW mini excavator:** Supt Wilkerson and Public Works Dir. Hevel along with Staff are reviewing trailer options. (type, size etc..)

**Vehicle:** Supt Wilkerson is in process of reviewing options of a ¾ ton or 1 ton vehicle to replace the 2005 Chev 4x4 in the Water Department. This vehicle will be utilized to pull the safety trailer and daily use. Possibly a small landscape dump truck.

To: Norris Water Commission Board

From: Tony Wilkerson, Waterworks Superintendent

Date: February 21, 2024

RE: Superintendent Report

1. **Water Pumped MG/Sold/% loss**—See attached  
**Sold to ACWA: Alley 729,000- /Alley Road-362,700/Res. 1,200,600-** - each location
2. **Water Budget**-see financial report see attached in packet
3. **Rainfall** January -6.47\_” 7.19”-YTD Source ok presently-January 2024 rain/snows does help the source.
  - **Operations Building:** clean as needed, reviewing lighting options in our Equipment Storage bldg. and ConX containers where pipe fittings etc.. are stored. And having excess to electric 110 outlets in the ConX.
  - NWC Team prepared for January 2024 Snow/Cold Event  
Filled oil Heater with oil, extra visual inspections thru out system of meter box lids, extra insulation (for meter boxes), propane torches( frozen pipes) hand warmers for staff, and all PPE needed for these types of events.  
  
*Additional Team member on call to assist and thru out entire weekend plant inspections, (driving conditions)*
- 4 . **WWTP-Non-Compliance-VIOLATIONS**—(3-times /1-9-24/2.14”  
1-24-24 melting snow/rain 6.5”  
1-27-24/2.21” In the month of January 2023-
- 5 -Reports-Monthly to TDEC-(3 monthly-12 hours)
  - a. Dailey Inspections (84 points to inspect) and Operations
    - i. Recorded Dailey on Log Book and Computer
    - ii. Dailey Testing performed
  - b. **WWTP-Training-** January 2024 Xan Ridenour in training at STP
  - c. **Press Sludge-** 2 times this month.
  - d. **Supernatant-** 0 times
  - e. **Pumped Aeration to Digester-** 3 times mth
    - Tons of sludge hauled-9.50
    - Rain:- 5.08” ” at STP not including 6.5” of snowfall

- Ferm Zone-Dailey mixing/logging
- Fill PT-190 /Bleach Barrel (chemical barrels-TP and filamentous protection) Twice
- Drum Assembly-REPLACED solenoid valve
- Xan Ridenour-training at the STP

#### 5. WTP-Water Plant:

- Reports-Monthly-to TDEC completed (5 monthly-12 hrs)
- Dailey Inspections conducted (7 days a week) morning-evening inspection (52 points of inspection each time entered the plant)
- Dailey Testing conducted morning /evening
  - Record Dailey on Log Book and Computer
- Samples- Bacteriological ,Lagoon and quarterly Samples collected
- Backwashed Filters- 5 this month-Requires 6 hours each BW. (coating)
  - Adam Roberson-is training in the operations of the WTP/Distribution System
- Propane-ordered filled container-January 2024
- Water Samples Collected: Backwash aluminum and fluoride quarterly
- Chlorine Room*: replaced  $\frac{3}{4}$ " discharge line leaking-replaced 110 outlets -(wire malfunction) -replaced chlorine cylinder-Repaired Heater @ ceiling  
*Chlorinator head assembly*-worked on (Ordered two NEW head assemblies to replace existing set up) Current ones are Enchlor and parts are an issue and malfunctions frequently. The Team has kept
- Painting-started painting feed lines within plant and Labeling them

#### 6. Distribution System:

- Read Meters/Rereads-4 day
- Bact Samples-Collected 2-regular
- Spring – checked 4 times this month
- Service Calls- for the month of January 2024 44 Qty
- Water Valves Inspection-XR/AR-identifying and inspecting (Starting)
- 85 Dale Road-replaced yoke valve
- 19 Chestnut Drive-checked -line froze  
Snow/Cold Event Related in January 2024
- (Call after hours)Covenant Life Church-alarm-busted water pipes  
Communication Process via phone- with Police Officer Gabe Hackler and Fire Fighter Tyler Keck-Supt Wilkerson appreciates and compliments the action response of these two Team Members
- (Call/ Supt responded after hours)Archers Building- water line busted
- East Norris Road-leak at facility-NWC responded
- Norris Middle School-leak at facility-NWC responded
- NWC Team (Supt and 3 Operators)-Leak Detection-OT-Sunday-4 hours before rain event/melting snow

Distribution continued

- m. Meter Pits: ACWA (Reservoir Road, Alley Rd x2), TVA and NDSP-READ DAILY
- 7. **Flushing Program:** NWC Team flushed -Orchard Road, Oak Road-Pine Road
- 8. **Sewer Collection System:**
  - Sewer stoppages-
  - 127 Pine Road-72 Pine Road: Resolved
  - Sewer Lift Stations x2- Hickory Trail-checked daily

Norris Water Commission  
February 16, 2024

**Water Works Fund Balance Report**

		2019-20	2020-21	2021-22	2022-23	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2024-25	
		ADJ Totals	ADJ Totals	ADJ Actual	ADJ Actual	Budget	Jul Actual	Aug Actual	Sep Actual	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Actual	Budget	
<b>Revenues</b>																
	<i>Water Billing</i>	\$ 455,106	\$ 507,434	\$ 484,052	\$ 521,523	\$ 529,000	\$ 47,818	\$ 47,769	\$ 50,094	\$ 48,348	\$ 48,391	\$ 44,906	\$ 44,905	\$ 332,231	62.8%	\$ 554,000
	<i>Sewer Billing</i>	\$ 420,373	\$ 418,523	\$ 425,397	\$ 493,633	\$ 510,700	\$ 42,896	\$ 42,896	\$ 47,428	\$ 43,532	\$ 43,714	\$ 43,180	\$ 43,179	\$ 306,825	60.1%	\$ 520,700
	<i>Water Works Charges</i>	\$ 46,446	\$ 43,576	\$ 53,837	\$ 22,569	\$ 886,643	\$ 6,162	\$ 744	\$ 1,926	\$ 6,823	\$ 4,755	\$ 3,000	\$ 7,839	\$ 31,249	3.5%	\$ 2,138,535
	<i>Interest Income</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
<b>Total Revenues</b>		\$ 921,925	\$ 969,533	\$ 963,286	\$ 1,037,725	\$ 1,926,343	\$ 96,876	\$ 91,409	\$ 99,448	\$ 98,703	\$ 96,860	\$ 91,086	\$ 95,923	\$ 670,305	34.8%	\$ 3,213,235
<b>Expenses</b>																
	<i>Admin &amp; General</i>	\$ 254,371	\$ 245,123	\$ 186,711	\$ 276,417	\$ 340,645	\$ 24,468	\$ 24,948	\$ 26,691	\$ 61,765	\$ 23,415	\$ 20,229	\$ 31,864	\$ 213,380	62.6%	\$ 391,940
	<i>Customer Billing</i>	\$ 13,996	\$ 11,335	\$ 12,849	\$ 16,453	\$ 23,000	\$ 14,765	\$ 2,383	\$ -	\$ -	\$ 1,821	\$ 2,116	\$ 76	\$ 21,161	92.0%	\$ 21,000
	<i>Wastewater Treatment &amp; Disposal</i>	\$ 172,800	\$ 175,163	\$ 154,499	\$ 196,258	\$ 213,928	\$ 18,587	\$ 31,386	\$ 28,540	\$ 19,620	\$ 14,941	\$ 20,882	\$ 21,926	\$ 155,882	72.9%	\$ 216,873
	<i>Wastewater Collection</i>	\$ 29,325	\$ 34,139	\$ 177,102	\$ 50,248	\$ 886,962	\$ 1,001	\$ 22,999	\$ 4,423	\$ 7,479	\$ 3,502	\$ 22,363	\$ 15,919	\$ 77,686	8.8%	\$ 2,170,941
	<i>Water Transmission &amp; Dist</i>	\$ 61,579	\$ 95,431	\$ 108,268	\$ 59,283	\$ 184,037	\$ 2,921	\$ 5,379	\$ 12,812	\$ 30,662	\$ 9,409	\$ 12,290	\$ 10,483	\$ 83,956	45.6%	\$ 198,113
	<i>Water Purification</i>	\$ 111,894	\$ 108,789	\$ 122,416	\$ 213,445	\$ 302,532	\$ 17,325	\$ 25,516	\$ 13,526	\$ 13,356	\$ 23,397	\$ 21,810	\$ 18,826	\$ 133,756	44.2%	\$ 202,574
<b>Total Expenses</b>		\$ 643,965	\$ 669,980	\$ 761,845	\$ 812,104	\$ 1,951,104	\$ 79,067	\$ 112,611	\$ 85,992	\$ 132,882	\$ 76,485	\$ 99,690	\$ 99,094	\$ 685,821	35.2%	\$ 3,201,441
<b>Balance</b>		\$ 277,960	\$ 299,553	\$ 201,441	\$ 225,621	\$ (24,761)	\$ 17,809	\$ (21,202)	\$ 13,456	\$ (34,179)	\$ 20,375	\$ (8,604)	\$ (3,171)	\$ (15,516)		\$ 11,794
<b>Depreciation</b>		\$ 98,000	\$ 104,004	\$ 107,316	\$ 32,374	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 100,000
<b>Operating Available Flow</b>		\$ 179,960	\$ 195,549	\$ 94,125	\$ 193,247	\$ (124,761)	\$ 17,809	\$ (21,202)	\$ 13,456	\$ (34,179)	\$ 20,375	\$ (8,604)	\$ (3,171)	\$ (15,516)		\$ (88,206)
<b>Beginning Fund Balance</b>		\$ 728,258	\$ 908,218	\$ 1,103,767	\$ 1,197,892	\$ 1,391,139	\$ 1,391,139	\$ 1,408,948	\$ 1,387,746	\$ 1,401,202	\$ 1,367,023	\$ 1,387,398	\$ 1,378,794	\$ 1,391,139		\$ 1,266,378
<b>Ending Fund Balance</b>		\$ 908,218	\$ 1,103,767	\$ 1,197,892	\$ 1,391,139	\$ 1,266,378	\$ 1,408,948	\$ 1,387,746	\$ 1,401,202	\$ 1,367,023	\$ 1,387,398	\$ 1,378,794	\$ 1,375,623	\$ 1,375,623		\$ 1,178,172
<b>Capital Outlays</b>						\$ 1,013,140	\$ 625	\$ 23,635	\$ 9,511	\$ 16,706	\$ 9,250	\$ 11,676	\$ 10,218	\$ 81,621	8.1%	\$ 2,196,435
<b>Water</b>																
<b>Revenue</b>	<i>Water Billing</i>	\$ 455,106	\$ 507,434	\$ 484,052	\$ 521,523	\$ 529,000	\$ 47,818	\$ 47,769	\$ 50,094	\$ 48,348	\$ 48,391	\$ 44,906	\$ 44,905	\$ 332,231		\$ 554,000
	<i>Water Works Charges</i>	\$ 27,472	\$ 27,845	\$ 34,773	\$ 11,683	\$ 40,052										\$ 39,350
	<i>Interest Income</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
		\$ 482,578	\$ 535,279	\$ 518,825	\$ 533,206	\$ 569,052										\$ 593,350
<b>Expenses</b>	<i>Admin &amp; General</i>	\$ 127,186	\$ 122,562	\$ 93,356	\$ 138,209	\$ 170,323	\$ 12,234	\$ 12,474	\$ 13,346	\$ 30,883	\$ 11,708	\$ 10,115	\$ 15,932	\$ 106,690		\$ 195,970
	<i>Customer Billing</i>	\$ 6,998	\$ 5,668	\$ 6,425	\$ 8,227	\$ 11,500	\$ 7,383	\$ 1,192	\$ -	\$ -	\$ 911	\$ 1,058	\$ 38	\$ 10,581		\$ 10,500
	<i>Water Transmission &amp; Dist</i>	\$ 61,579	\$ 95,431	\$ 108,268	\$ 59,283	\$ 184,037	\$ 2,921	\$ 5,379	\$ 12,812	\$ 30,662	\$ 9,409	\$ 12,290	\$ 10,483	\$ 83,956		\$ 198,113
	<i>Depreciation</i>	\$ 49,000	\$ 52,002	\$ 53,658	\$ 16,187	\$ 50,000										\$ 50,000
	<i>Water Purification</i>	\$ 111,894	\$ 108,789	\$ 122,416	\$ 213,445	\$ 302,532	\$ 17,325	\$ 25,516	\$ 13,526	\$ 13,356	\$ 23,397	\$ 21,810	\$ 18,826	\$ 133,756		\$ 202,574
		\$ 356,657	\$ 384,451	\$ 384,122	\$ 435,350	\$ 718,391										\$ 657,157
<b>Balance</b>		\$ 364,129	\$ 490,051	\$ 640,879	\$ 775,582	\$ 873,438										\$ 724,098
<b>Ending Balance</b>		\$ 490,051	\$ 640,879	\$ 775,582	\$ 873,438	\$ 724,098										\$ 660,291
<b>Sewer</b>																
<b>Revenue</b>	<i>Sewer Billing</i>	\$ 420,373	\$ 418,523	\$ 425,397	\$ 493,633	\$ 510,700	\$ 42,896	\$ 42,896	\$ 47,428	\$ 43,532	\$ 43,714	\$ 43,180	\$ 43,179	\$ 306,825		\$ 520,700
	<i>Water Works Charges</i>	\$ 18,974	\$ 15,732	\$ 19,065	\$ 10,887	\$ 846,592										\$ 2,099,185
	<i>Interest Income</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
		\$ 439,347	\$ 434,255	\$ 444,462	\$ 504,520	\$ 1,357,292										\$ 2,619,885



Norris Water Commission  
February 16, 2024

<i>Admin &amp; General</i>	\$ 127,186	\$ 122,562	\$ 93,356	\$ 138,209	\$ 170,323	\$ 12,234	\$ 12,474	\$ 13,346	\$ 30,883	\$ 11,708	\$ 10,115	\$ 15,932	\$ 106,690	\$ 195,970
<i>Customer Billing</i>	\$ 6,998	\$ 5,668	\$ 6,425	\$ 8,227	\$ 11,500	\$ 7,383	\$ 1,192	\$ -	\$ -	\$ 911	\$ 1,058	\$ 38	\$ 10,581	\$ 10,500
<i>Depreciation</i>	\$ 49,000	\$ 52,002	\$ 53,658	\$ 16,187	\$ 50,000									\$ 50,000
<i>Wastewater Treatment &amp; Disposal</i>	\$ 172,800	\$ 175,163	\$ 154,499	\$ 196,258	\$ 213,928	\$ 18,587	\$ 31,386	\$ 28,540	\$ 19,620	\$ 14,941	\$ 20,882	\$ 21,926	\$ 155,882	\$ 216,873
<i>Wastewater Collection</i>	\$ 29,325	\$ 34,139	\$ 177,102	\$ 50,248	\$ 886,962	\$ 1,001	\$ 22,999	\$ 4,423	\$ 7,479	\$ 3,502	\$ 22,363	\$ 15,919	\$ 77,686	\$ 2,170,941
	\$ 385,309	\$ 389,533	\$ 485,039	\$ 409,128	\$ 1,332,713									\$ 2,644,284
<i>Balance</i>	\$ 364,129	\$ 418,168	\$ 462,890	\$ 422,313	\$ 517,705									\$ 542,284
<i>Ending Balance</i>	\$ 418,168	\$ 462,890	\$ 422,313	\$ 517,705	\$ 542,284									\$ 517,885



**NORRIS WATER COMMISSION Unaccounted for Water Report July2023-June 2024**

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	8,067,000	6,329,600	653,400	5,000	580,000		31,600	472,400	5.86%	798
August	8,644,000	7,391,800	714,200		505,000		8,900	24,100	0.28%	798
Sept.	7,382,000	6,372,700	576,400		425,000			7,900	0.11%	798
Oct.	7,545,000	6,435,400	775,600		290,000			44,000	0.58%	
Nov.								0	#DIV/0!	
Dec.	7,645,000	5,355,600	593,000		1,010,000			686,400	8.98%	
Jan.	7,798,000	6,165,500	550,700		380,000			701,800	9.00%	
Feb.								0	#DIV/0!	
March								0	#DIV/0!	
April								0	#DIV/0!	
May								0	#DIV/0!	
June								0	#DIV/0!	
<b>Total</b>	<b>47,081,000</b>	<b>38,050,600</b>	<b>3,863,300</b>	<b>5,000</b>	<b>3,190,000</b>	<b>0</b>	<b>8,900</b>	<b>1,936,600</b>		

A	B	C	D	E	F	G	H	I	J
Janauary	2024								
	West Norris Road-Valve								
	West Circle-Valve			30,000					
	Fire Hydrant/Deadend Flushing			150,000					
	Cov. Life Church-fire Line								
	Archer Complex-fire Line			200,000					

Tony Wilkerson  
Superintendent