Norris Water Commission

Monday July 27, 2026 6:00 P.M.

I. Call to Order
II. Approve the Agenda
III. Hear the Public
IV. Minutes
    a. Consideration of Approving July 27, 2026 Regular Meeting Minutes
V. New Business
VI. Continuing Business
    a. Update on Activities at the Water Treatment Plant
       Water Source-Update
    b. Update on Activities at the Wastewater Treatment Plant
       -TDEC Sanitary Survey-July 2026
    c. Update on the Water Distribution System
       Update-Lead Testing in School and Child Care Centers-
    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
       CAP Report-Cannon/Cannon-EQ Basin
    h. Update on Wastewater Regionalization Project
       Cannon/Cannon
    i. Generator for WTP/WWTP-Update
VII. Reports
    a. Superintendent July Report
    b. July 2026 Financial Report
    c. July 2026 Unaccounted-for Water Report
VIII. Adjournment

NORRIS WATER COMMISSION MINUTES
July 27, 2026

The following members were present:

Chairperson: Travis Honeycutt	Present
Vice Chair: Chuck Nicholson	Present
Member: Chris Mitchell	Absent
Member: Bill Grieve	Present
Member: Alex Munro	Present

Quorum Met

Also in attendance: Tony Wilkerson, Waterworks Superintendent; Bailey Whited, City Manager; Jacob Blocker, Engr., CCI

I. Call to Order
The meeting was called to order by Travis Honeycutt at 6:00 pm.

II. Approval of the Agenda
Alex Munro moved **to approve the agenda as presented.** Seconded by Chuck Nicholson.
The motion passed unanimously with all members present voting in the affirmative.

III. Hear the Public:
No comments were made.

IV. Minutes:
Chuck Nicholson moved **to approve the minutes of the May 18, 2026 Water Commission meeting as presented.** Seconded by Travis Honeycutt.
The motion passed unanimously with all members present voting in the affirmative.

V. New Business

1. **2026 Customer Service Award KY/TN Winner:** City Manager Bailey Whited reported to the Commission that Christina Huskie, Administrative Assistant, had been presented an award for excellence in customer service by the Kentucky/Tennessee Section of the American Waterworks Association.
2. **Consideration of Approving 2026 CAP Response Letter:** City Manager Bailey Whited presented the drafted CAP response letter. He further stated that the 2026 deadline had been missed for submission, but that he was appreciate of staff at Cannon & Cannon, Inc for their coordination in getting the letter drafted and ready for submittal.
   After discussion, Chuck Nicholson moved **to approve the CAP Response Letter as presented.** Seconded by Bill Grieve.
   The motion passed unanimously with all members present voting in the affirmative.
   After the vote, Chuck Nicholson requested that a public-facing document be prepared to provide an update on the CAP response in plain language that could be published in local newspapers and the city's website. City Manager Whited stated that one would be prepared in the coming months.
3. **Consideration of Contract Amendment Regarding Post-Work Flow Monitoring:** City Manager Whited presented the proposed amendment to the contract with Cannon & Cannon, Inc, for their work on the I&I project, highlighting the changes. He highlighted the changes which would add flow monitoring to the grant scope of work, explaining that this service was included in previous capital improvement plans and discussed at prior Water Commission meetings as how to use ARPA funds in excess of the I&I field work.
   After discussion, Alex Munro moved **to approve Amendment 1 to the contract with Cannon & Cannon,**

Inc, for ARPA Sanitary Sewer Rehabilitation Project, seconded by Chuck Nicholson.
The motion passed unanimously with all members present voting in the affirmative

4. **Training Requirements:** City Manager Bailey Whited presented a memorandum to the Water Commission highlighting the training requirements for members of boards overseeing utilities. He highlighted the proper paperwork that board members are required to submit annually to the city office. He stressed that he understands certain commission members have already completed trainings but had not been informed of the proper procedure for recording that those trainings had taken place.

VI. Continuing Business

1. **Water Treatment Plant:** Supt. Wilkerson reported on high rainfall during the past month which brought with it two instances of extremely high turbidity at the water source. In both instances, pumps to the water treatment plant had to be shut off to protect plant equipment.
Supt. Wilkerson further recommended that the Water Commission reconsider the alternative water source discussion that had been tabled in a previous meeting. Travis Honeycutt asked about what that process would look like; Jacob Blocker stated that he would check with the engineering team to determine process.
2. **Wastewater Treatment Plant:** Supt. Wilkerson reported that Hasan Sanat of TDEC performed a survey of the Wastewater Treatment Plant; a report will be provided at a later date.
Chuck Nicholson asked for an update on the report from a previous meeting regarding high ammonia readings. Supt. Wilkerson stated that while a source of the ammonia was never identified, ammonia levels have decreased.
3. **Water Distribution System and Lead Testing in Schools:** Supt. Wilkerson reported on the city's responsibility as it relates to the Lead Testing in Schools and Child Care Centers Program. The city will have less responsibility than originally anticipated.
4. **Sanitary Sewer Collection System:** No update.
5. **Cross Connection Inspection Program:** Supt. Wilkerson reported that the reduced pressure backflow reader needs calibrated and a loaner unit has been obtained for use in the meantime.
6. **Galvanized Pipe Project:** City Manager Whited reported that an LSLI grant extension has been granted through 2028.
7. **Update on I&I Project:** No update.
8. **Generator:** Supt. Wilkerson stated he would coordinate with engineering staff to bring back details and process necessary to outfit the WTP with a backup generator.
9. **Regionalization:** Jacob Blocker stated that the Wastewater Regionalization report was 90% complete. It was agreed that the 90% version would be sent to NWC members to provide opportunity for questions and comments prior to the September 30 deadline.

VII. Reports

1. **Superintendent's Report:** Supt. Wilkerson reported that Cameron Scott has passed his Grade II Water Treatment exam. He further stated that pursuant to the CIP, a new service truck would be purchased. Supt. Wilkerson reported on some recent trainings he had attended on the topics of Asset Management and Excavation Competency.
2. **Financials:** Written reports submitted.
3. **Unaccounted-For Water Report:** Written reports submitted

VIII. Adjournment

Bill Grieve moved **to adjourn at 7:00 p.m.** Seconded by Alex Munro.
The motion passed unanimously with all members present voting in the affirmative.

Chairperson: _____ Secretary: _____

VII. REPORTS

To: Norris Water Commission Board

From: Tony Wilkerson, Waterworks Superintendent

Date: August 17, 2026

RE**: R-a.**- **Waterworks Superintendent Report for JULY 2026**

-Water Pumped MG/Sold/% loss—See attached

-Sold to ACWA: 788,000 Alley /320,900Alley Rd /1,464,600MG Reservoir Road – **-** each location

-Sold to TVA**-**1,766,600,000-up for the month/year-Meter @ Dam
-Water Budget-see financial report see attached in packet

1. **Rainfall JULY 9.25" 2026 –38.78" YTD"** (@Water Treatment Plant- -) Source ok presently
   - (AVG 55.05 yr) 6.67" ahead for this time of year on average-which good DUE to may turn dry and effect Year end total for this area.
2. Operations Building/Equipment Shed. -Fire Extinguishers checked
   Cleaning brush from around fence and gate
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**-_12- times__ this month-Requires 6 hours each BW.
   g. 7-13-2026-3:00am ALARM-visited on site-corrected issue Josh Colby **OT required**
   h. 7-22-26 thru 7-23-26 SHUT WATER PLANT DOWN-13hours-(2:30 pm until 4:30 am) 3.95" Rain Event-HIGH Turbidity RAINFALL EVENT-Operator Scott manned the plant and tank levels during the time off**- OT required**
   i. Clean Weekly
   j. Spring checked-daily
   Water Source-Spring-doing OK -GOT RAIN!!
   k. Ground Maintenance-Mowe/Weed eat

4. (c.). **WWTP-non-compliance-(1) in the month of JULY 2026-TDEC was notified Reason-excess rain event on _2.38”_____ Reason -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.)

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

   b. **Press Sludge-5** 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-** 0 times (8hrs each time)
   d. **Pumped Aeration to Digester-_5** times MTh (4-6 hrs. each time)

- Tons of sludge hauled- 7.73/8.77 two different days
- **Rain: -”__7.29__” inches of rainfall recorded at Wastewater Treatment Plant-JULY 2026 (1.64-August 2026) as 8-12-2026**
- 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)
- Ground Maintenance-**Mowe and Weed-eat**
- NH3N-adjustments (RAS-pumping-locations of RAS) were conducted to bring NH3N results below 1.0 mg/l
- Timers on/off -**times were changed also**
- Blower #1-**Reset-Malfunction occurred-**

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. Oak Road Pool-Filled 10 times this month
d. -Service Calls- for the month of JULY 2026 (66 Qty)
e. Meter Pits: ACWA (Reservoir Road, Alley Rd x2), TVA 3" meter and NDSP-READ DAILY -5 days a week.
f. Water Valve Program-NWC Staff identify water valves-locate-clean out-paint-CONTINUING-On Going Effort
g. Flushing Program: Oak Road, Reservoir Road, and West Norris Road
h. Hilltop Place-NWC Team-cut asphalt-dug up 1 ½" galv water line and repaired
i. Fire Hydrant Maintenance-Team member Josh Colby and others have started. On going thru out the summer
j. 135 Sawmill Road-Meter Box replaced-Dug old one up and replaced
k. 32 East Circle-replaced ¾" yoke valve
l. Fire Hydrant-For East Circle install-Disassemble NEW fire hydrant and installed a 1" riser with extension rod
m. East Circle-Planned -prepared for -Installed NEW Fire Hydrant and gate valve
n. SERVICE CALLS-___68_ Calls

Check Meter for leak on customer: 2

Seasonal Meter install: 0	Read/leave on: 21
Meter Change Out: 1	TN811- 42
Sewer Stoppages: 0	Final/Read/Lock off: 0
Temp Connect: 0	Lawn Meter install: 0
New Tap: 0	No Water: 0
Check for leak: 2	Check water compliant: 1

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

- Sewage Treatment-Pumping Stations-HICKORY TRAIL-Inspect daily
-Lift Station #1- NWC Staff pulled # 1 Pump out and checked and replaced Capacitor and gasket on the return line within the station.-July 6, 2026

SUPT-4

8. Cross-Connection: Operator Cameron Scott has COMPLTED conducting the testing of RPBP in the system. Next Process is that Admin. Assistant Christina Huskie will be sending out Invoices to the residents with RPBP along with inspection sheet.

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—OUT OF SERVICE-BAD TRANSMISSION

NEW pickup TRUCK Ordered-2026 GMC 4x4-4door

1995 Dump truck-check weekly Issue-slave cylinder issues- add hydraulic oil

E48 Bobcat-Track hoe: checked OK----Backhoe-checked weekly

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-*Attended Training Classes-Asset Management and Competent Person for Excavating-Virtual-CE Credits*

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 and City Manager Bailey Whited.*

OPERATIONS BUILDING

OIL Tank-check level -clean facility weekly-

Clean Shop area

Fund	413	**Water and Sewer Fund**				413 - Water and Sewer Fund		
		Balance Sheet						
Fiscal Year	2027	Budget to Actual Report				2027		
Current Month(1=Jul ... 12=Jun)	1	July 2026				1 - July		

	Actual FY2025	Jul FY2026	Actual FY2026 YTD	Actual FY2026	Budget FY2027	Jul	Actual FY2027	Var %
Revenues								
Operating Revenues	$ 1,179,066	$ 102,684	$ 102,684	$ 1,342,698	$ 1,312,510	$ 114,568	$ 114,568	
Non-Operating Revenues	$ 35,249	$ 3,043	$ 3,043	$ 1,232,154	$ 12,500	$ -	$ -	
Total Revenues	**$ 1,214,315**	**$105,727**	**$105,727**	**$ 2,574,852**	**$ 1,325,010**	**$114,568**	**$ 114,568**	
Expenditures								
Purification	$ 278,284	$ 20,916	$ 20,916	$ 257,877	$ 198,981	$ 27,813	$ 27,813	14.0%
Transmission And Distribution	$ 141,798	$ 14,351	$ 14,351	$ 147,979	$ 178,445	$ 26,742	$ 26,742	15.0%
Sewer Collection (Lines)	$ 75,234	$ 8,338	$ 8,338	$ 779,647	$ 141,891	$ 8,357	$ 8,357	5.9%
Sewer Treatment And Disposal	$ 194,504	$ 19,945	$ 19,945	$ 1,016,548	$ 196,883	$ 22,156	$ 22,156	11.3%
Laboratory And Testing	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
Customer Accounting & Collection	$ 12,845	$ 153	$ 153	$ 17,183	$ 20,000	$ -	$ -	0.0%
Administrative & General Expenses	$ 329,032	$ 39,304	$ 39,304	$ 355,052	$ 368,451	$ 39,726	$ 39,726	10.8%
Depreciation	$ 102,140	$ -	$ -	$ -	$ 103,000	$ -	$ -	0.0%
Operating Expenditures	$ 1,075,356	$ 91,006	$ 91,006	$ 940,358	$ 1,207,652	$ 113,831	$ 113,831	
Non-Operating Expenditures	$ 58,482	$ 12,000	$ 12,000	$ 1,633,927	$ -	$ 10,963	$ 10,963	
Total Expenditures	**$ 1,133,838**	**$103,006**	**$103,006**	**$ 2,574,285**	**$ 1,207,652**	**$124,794**	**$ 124,794**	
Net Change in Fund Balance	$ 80,477	$ 2,721	$ 2,721	$ 566	$ 117,358	$ (10,226)	$ (10,226)	
Beginning Fund Balance	$ 2,663,462	$ 2,743,939	$ 2,743,939	$ 2,743,939	$ 2,744,505	$ 2,744,505	$ 2,744,505	
Ending Fund Balance	$ 2,743,939	$ 2,746,660	$ 2,746,660	$ 2,744,505	$ 2,861,863	$ 2,734,279	$ 2,734,279	

Norris Water Commission Unaccounted For Report 2026-2027

MONTH	WATER PUMPED	WATER SOLD/ METERED	METERED FOR CONSUMPTION NOT SOLD	FIRE DEPT. USAGE	FLUSHING	Tank Clean/Fill	Water BILL ADJ.	Water LOST	% LOST	# Cust.
July	9,763,000	8,640,600	812,500	0	80,000			229,900	2.35%	
August								0	#DIV/0!	
Sept.								0	#DIV/0!	
Oct.								0	#DIV/0!	
Nov.								0	#DIV/0!	
Dec.								0	#DIV/0!	789
Jan.								0	#DIV/0!	
Feb.								0	#DIV/0!	
March								0	#DIV/0!	
April								0	#DIV/0!	
May								0	#DIV/0!	
June								0	#DIV/0!	
Total	**9,763,000**	**8,640,600**	**812,500**	**0**	**80,000**		**0**	**229,900**		

A B C D E F G H

JULY

2026

Flushing

Fire hyds Hickory Trail 40,000

Oak Road

Water Valves

Ridgeway/

West Norris 40,000