

NORRIS MUNICIPAL WATERSHED BOARD MEETING

AGENDA

November 20, 2025

- I. Call to Order – 6:00 p.m. EST
- II. Approval of the Agenda
- III. Approval of Minutes:
 - October 17, 2025 Meeting
- IV. Hear the Public
- V. New Business
- VI. Continuing Business
 - 2025 Deer Inventory Update
 - Youth Hunt Event
 - TWRA Classes
 - Water Recharge and Analysis Project Update
 - Clear Creek Parking Area Improvements
 - Mapping Update
- VII. Reports
 - Budget
 - Public Works
 - Public Safety
 - Resource Management
- VIII. Adjourn



**NORRIS WATERSHED BOARD MINUTES
October 16, 2025**

The following members were present:

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

Quorum Met

I. Call to Order

The meeting was called to order by Allen Hendry at 6:00 pm.

II. Approval of the Agenda

Dennis Yankee requested a conversation on Watershed Hunting Area Awareness to the agenda.

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

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

Yes: Allen Hendry, Robin Sain, Dennis Yankee, Don Barger, Bill Grieve, Gene Lane

III. Minutes:

Don Barger requested that the September 25, 2025 minutes be amended by adding the following sentence to the end of the Continuing Business item "Trail Benches":

"Resident Cody Edrington volunteered to create an inventory of benches throughout the Watershed."

A motion was made by Robin Sain and seconded by Bill Grieve **to approve the minutes of the September 25, 2025, meeting with the addition of the above amendment.**

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

Yes: Allen Hendry, Robin Sain, Dennis Yankee, Don Barger, Bill Grieve, Gene Lane

IV. Hear the Public:

No comments from the public.

V. New Business

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

After discussion, Robin Sain offered to place a caution sign in the kiosks indicating that hunting activity could be taking place.

- **Knoxville Track Club Event** – Assistant City Manager Bailey Whited reported that the Knoxville Track Club was seeking approval to hold their annual running event in the Watershed on November 1, 2025. Whited further explained that the course layout would not change from previous years and the city has already received updated insurance information. Robin Sain requested that communication be made with the organizers to stress that runners shall remain on the trails in the Watershed.

A motion was made by Don Barger and seconded by Dennis Yankee **to approve the Knoxville Track Club's November 1st event in the Watershed.**

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

Yes: Allen Hendry, Robin Sain, Dennis Yankee, Don Barger, Bill Grieve, Gene Lane

- **Norris Halloween Trail** – Allen Hendry stated that the Norris Halloween Trail would take place on October 25, 2025, and it has been customary for the Board to donate candy to be handed out.

A motion was made by Bill Grieve and seconded by Don Barger **to approve Allen Hendry to collect personal donations from Board members and purchase candy to be donated to the Halloween Trail event.**

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

Yes: Allen Hendry, Robin Sain, Dennis Yankee, Don Barger, Bill Grieve, Gene Lane

- **Watershed Hunting Area Awareness** – Dennis Yankee reported that he had been made aware of interactions between hunters and hikers in non-hunting areas in the Watershed during the recent archery hunt. After discussion, the Board agreed that more effort could be made towards informing the general public about the hunt dates and informing the hunters about the hunting boundaries. One suggestion was to post signage delineating an exit of the hunting area on main trails.

VI. Continuing Business

- **2025 Deer Inventory** – Lindsay Shaw reported on the deer hunt inventory. She stated her goal was to be able to present findings at the November Watershed Board meeting.
- **Youth Hunt Event** – The Board reviewed the drafted permit. Sale of permits will begin on November 3rd in the City Office.
- **TWRA Classes** – Lindsay Shaw reported that she had not heard from Justin Lankford about the potential hunter safety classes catered toward Watershed youth hunters.
- **Water Recharge and Analysis Project** – Dennis Yankee reported that a precipitation collection system had been installed.
- **Clear Creek Parking Area Improvements** – Joe Feeman reported that he has not had a chance to discuss this item with Public Works.
- **Mapping Update** – Joe Feeman reported that the map design is ready for printing. He is in the final stages of getting everything properly formatted. He procured multiple quotes and recommended to the Board to move forward with a quote from Coleman's Printing and Awards to purchase 5,000 copies as the unit price drastically decreases as more copies are made.

A motion was made by Don Barger and seconded by Bill Grieve **to approve purchasing 5,000 copies of the new Watershed Trail map from Coleman's Printing and Awards for \$2,300 contingent on verification of proper specifications.**

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

Yes: Allen Hendry, Robin Sain, Dennis Yankee, Don Barger, Bill Grieve, Gene Lane

VII. Reports

- **Budget** – Written report submitted.
- **Norris Public Works** – Written report submitted.
- **Norris Public Safety** – Written report submitted.
- **Resource Management** – Joe Feeman submitted his report.

VIII. Adjournment

Motion by Bill Grieve and seconded by Don Barger to adjourn at 7:08 p.m., All: AYE

Chairperson: _____ Secretary: _____

Watershed Fund Balance Report

	2022-23					2024-25	2025-26	2025-26	2025-26	2025-26	2025-26	2025-26	
	Actual	Jul Actual	Aug Actual	Sep Actual	Oct Actual	Actual	Budget	Jul Actual	Aug Actual	Sep Actual	Oct Actual	Actual	
Revenues	\$ 162,044	\$ 26,941	\$ 16,204	\$ 12,055	\$ 13,459	\$ 119,964	\$ 115,600	\$ 27,017	\$ 16,709	\$ 13,042	\$ 7,705	\$ 64,473	55.77%
Expenses	\$ 112,367	\$ 6,875	\$ 11,023	\$ 8,996	\$ 10,560	\$ 99,253	\$ 139,365	\$ 8,642	\$ 27,315	\$ 10,745	\$ 1,672	\$ 48,374	34.71%
Balance	\$ 49,677	\$ 20,066	\$ 5,181	\$ 3,059	\$ 2,899	\$ 20,711	\$ (23,765)	\$ 18,375	\$ (10,606)	\$ 2,297	\$ 6,033	\$ 16,099	
Transfer to Special Projects	\$ 6,298	\$ -	\$ -	\$ -	\$ -	\$ 6,660	\$ 6,300	\$ -	\$ -	\$ -	\$ -	\$ -	
Balance after Transfer	\$ 43,379	\$ 20,066	\$ 5,181	\$ 3,059	\$ 2,899	\$ 14,051	\$ (30,065)	\$ 18,375	\$ (10,606)	\$ 2,297	\$ 6,033	\$ 16,099	
Beginning Fund Balance	\$ 318,517	\$ 368,194	\$ 388,260	\$ 393,441	\$ 396,500	\$ 368,194	\$ 367,792	\$ 388,905	\$ 407,280	\$ 396,674	\$ 398,971	\$ 405,004	
Ending Fund Balance	\$ 368,194	\$ 388,260	\$ 393,441	\$ 396,500	\$ 399,399	\$ 388,905	\$ 344,027	\$ 407,280	\$ 396,674	\$ 398,971	\$ 405,004	\$ 421,103	
Capital Outlays	\$ 31,192	\$ 246	\$ -	\$ -	\$ 3,900	\$ 9,145	\$ 44,500	\$ -	\$ 14,990	\$ -	\$ -	\$ 14,990	

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

Community building Maint.	21
Public Works Building Maint.	4
Public Safety Building Maint.	1
McNeeley Building Maint.	11
Lions Pavilion & Gazebo	1
Equip. & Vehicle Maintenance	52
Watershed, Rifle Range, Trash & Litter	54.5
Street and Roads	68
Mowing	67
Sidewalks	94
Leaf Collection	80
Brush Pickup, Pruning, Mulching, Tree Work	44.5
Drainage (Gutter/Basins) Maintenance	19
Eric Harold Park	0.5
Oak Road Park	0.5
Ridgeway Park	0.5
Town Clean Up/ garbage, Litter in Town	47.5
Animal control	18.5
Signs repair and replace	10
Tree Commission	0
Over time	0
Administrative work	10

Loads

3	Leaves
11	Brush
0	Chips

Vehicle Report

Current Miles for
Mileage the Month

2017 Chev	71711	236
2013 Chev	62709	193
2022 Kenworth	9433	263
2025 Chevy	5721	469

Equipment Report

Chipper, Vermeer 1995
Leaf Vacuum 2000

Bobcat
Kubota

	CUB Walk Behin	
	Hustler	
	CUB	
	Kubota Tractor	

PUBLIC WORKS MONTHLY REPORT
Month & Year Work Completed
Page 2

1 Community

a)

2 Community Building

- a) Weekly cleaning and set ups
- b) Mow as needed
- c) Water heater repair

3 McNeeley Municipal Building

- a) Weekly cleaning
- b) Mow as needed

4 Lion's Pavillion and Gazebo

- a) Trash in trash cans picked up weekly

5 Vehicles and Equipment

- a) Monthly checklist performed
- b) Greased leaf machine and dump truck

6 Public Works Building

- a) Weekly cleaning
- b) mow as needed

7 Public Safety Building

- a) Mow as needed
- b) Working on install of school zone lights

7 Drainage

- a) Cleaned as needed
- b) Cleaned drainage after rains

8 Streets / Sidewalks / Right of Ways

- a) 1st leaf route 2025
- b) Pot Holes and Cuts asphalted
- c) Temporary painting of crosswalks

9 Parks

- a) Monthly checklist performed
- b) Mow as needed

10 Watershed

- a) Fallen trees removed off trails
- b) Signs put up for Hunts and removed
- c) Gates opened and closed for hunts
Rifle Range
 - 1) 10/2 2 boards replaced
 - 2) 10/9 2 boards replaced
 - 3) Range closed for hunts
 - 4) 10/30 2 boards replaced

11 Brush Dump

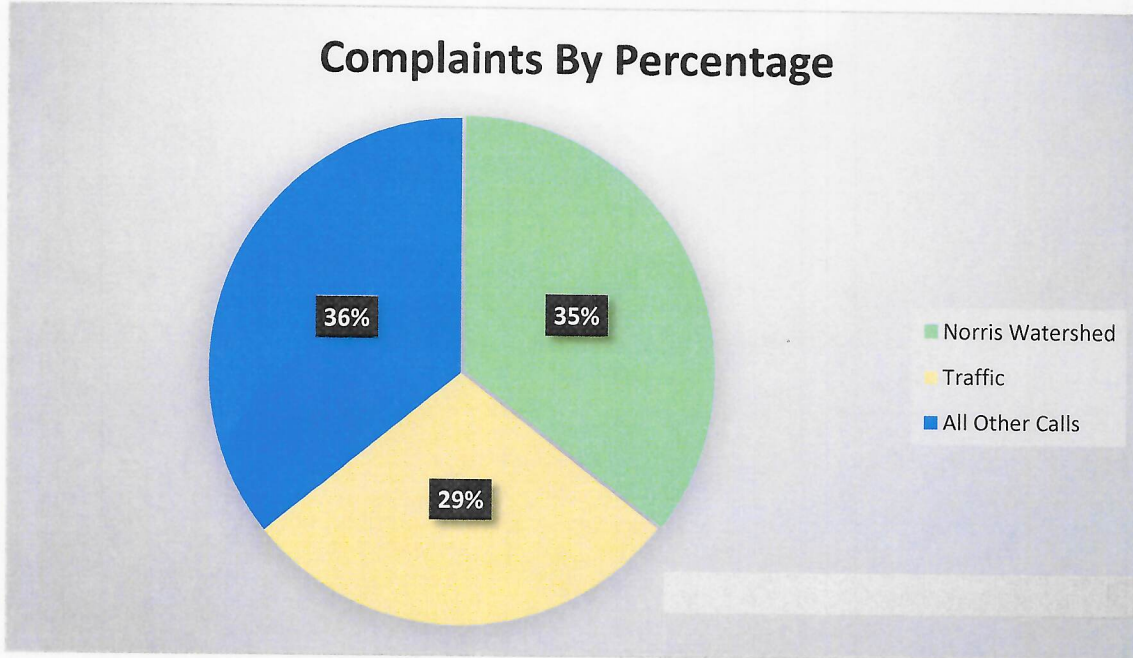
1)

12 Animal Control

- a) Animals fed in the morning daily and walked if needed
- b) 2 dogs put in shelter both adopted
- c) Mother cat and kittens in shelter

13 Comments:

To: Adam Ledford, City Manager
From: Mike Poole, Chief
Subject: October Monthly Report
Date: November 5th, 2025



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

In the month of October, the Norris Police Department had documented a total of 583 Calls for service. Of the total entries, 193 came in by complainant or were self-initiated and required some type of police action.

- Officers conducted a total of 102 Patrols and checks in and through the Norris Watershed. An additional 4 call for service was answered. This accounted for a total of 106 calls for service and 37.13 Total hours spent in or on the Norris Watershed.
- Norris Officers Assisted the Norris Water Department throughout the month with traffic control during the sewer project.
- Norris Halloween events came and went with little to no problems to report.
- Norris Police assisted the Norris Fire Department with a brush fire at a residence on Dairy Pond Rd. No injuries were reported and Fire Fighters verified that the fire was extinguished.

Mike Poole
Chief of Police



NORRIS POLICE DEPARTMENT

CAD Summary Statistics By Nature (by Month)

Received Dates From 10/01/2025 00:00 Through 10/31/2025 23:59

Description	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Total	% Total
911 HANGUP	0	0	0	0	0	0	0	0	0	1	0	0	1	0.17
ALARM -- BURGLAR	0	0	0	0	0	0	0	0	0	3	0	0	3	0.51
ANIMAL COMPLAINT	0	0	0	0	0	0	0	0	0	4	0	0	4	0.69
ASSAULT	0	0	0	0	0	0	0	0	0	1	0	0	1	0.17
BURN PERMIT	0	0	0	0	0	0	0	0	0	5	0	0	5	0.86
BUSINESS CHECK	0	0	0	0	0	0	0	0	0	71	0	0	71	12.18
BUSINESS CHECK WALK THRU	0	0	0	0	0	0	0	0	0	16	0	0	16	2.74
CASE FOLLOW-UP	0	0	0	0	0	0	0	0	0	7	0	0	7	1.20
COMMUNITY EVENT	0	0	0	0	0	0	0	0	0	2	0	0	2	0.34
DISABLED VEHICLE	0	0	0	0	0	0	0	0	0	2	0	0	2	0.34
DISTURBANCE	0	0	0	0	0	0	0	0	0	4	0	0	4	0.69
DOMESTIC PROBLEM	0	0	0	0	0	0	0	0	0	2	0	0	2	0.34
(EMS) BREATHING DIFFICULTY	0	0	0	0	0	0	0	0	0	1	0	0	1	0.17
(EMS) FALL	0	0	0	0	0	0	0	0	0	1	0	0	1	0.17
(EMS) LIFT ASSIST	0	0	0	0	0	0	0	0	0	4	0	0	4	0.69
(EMS) MEDICAL ALARM	0	0	0	0	0	0	0	0	0	2	0	0	2	0.34
(EMS) STROKE	0	0	0	0	0	0	0	0	0	1	0	0	1	0.17
EXTRA PATROL	0	0	0	0	0	0	0	0	0	33	0	0	33	5.66
EXTRA PATROL	0	0	0	0	0	0	0	0	0	8	0	0	8	1.37
FIRE ALARM COMMERCIAL	0	0	0	0	0	0	0	0	0	1	0	0	1	0.17
FIRE BRUSH	0	0	0	0	0	0	0	0	0	1	0	0	1	0.17
FIRE OTHER	0	0	0	0	0	0	0	0	0	2	0	0	2	0.34
(FIRE) SERVICE CALL-INVESTIGATION	0	0	0	0	0	0	0	0	0	1	0	0	1	0.17
INTOXICATED DRIVER	0	0	0	0	0	0	0	0	0	1	0	0	1	0.17
INTOXICATED PERSON	0	0	0	0	0	0	0	0	0	1	0	0	1	0.17
INVESTIGATION BY OFFICER	0	0	0	0	0	0	0	0	0	2	0	0	2	0.34
JUVENILE PROBLEM	0	0	0	0	0	0	0	0	0	1	0	0	1	0.17
MISSING ADULT	0	0	0	0	0	0	0	0	0	1	0	0	1	0.17



NORRIS POLICE DEPARTMENT

CAD Summary Statistics By Nature (by Month)

Received Dates From 10/01/2025 00:00 Through 10/31/2025 23:59

Description	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Total	% Total
MVA -- INJURY	0	0	0	0	0	0	0	0	0	3	0	0	3	0.51
MVA -- NON-INJURY	0	0	0	0	0	0	0	0	0	4	0	0	4	0.69
MVA -- PROPERTY DAMAGE	0	0	0	0	0	0	0	0	0	1	0	0	1	0.17
OPEN DOOR	0	0	0	0	0	0	0	0	0	7	0	0	7	1.20
ORDINANCE VIOLATION	0	0	0	0	0	0	0	0	0	2	0	0	2	0.34
OUT FOR VEHICLE MAINTENANCE	0	0	0	0	0	0	0	0	0	1	0	0	1	0.17
OUT - POLICE BUSINESS	0	0	0	0	0	0	0	0	0	1	0	0	1	0.17
OUT TRAINING	0	0	0	0	0	0	0	0	0	8	0	0	8	1.37
PROPERTY CHECK	0	0	0	0	0	0	0	0	0	126	0	0	126	21.61
PROPERTY -- FOUND (NOT STOLEN)	0	0	0	0	0	0	0	0	0	2	0	0	2	0.34
PUBLIC ASSIST	0	0	0	0	0	0	0	0	0	3	0	0	3	0.51
SCHOOL ZONE	0	0	0	0	0	0	0	0	0	36	0	0	36	6.17
SPECIAL ASSIGNMENT	0	0	0	0	0	0	0	0	0	9	0	0	9	1.54
STATIONARY OBSERVATION	0	0	0	0	0	0	0	0	0	24	0	0	24	4.12
SUSPICIOUS ACTIVITY	0	0	0	0	0	0	0	0	0	1	0	0	1	0.17
SUSPICIOUS PERSON	0	0	0	0	0	0	0	0	0	2	0	0	2	0.34
SUSPICIOUS PERSON	0	0	0	0	0	0	0	0	0	1	0	0	1	0.17
SUSPICIOUS VEHICLE	0	0	0	0	0	0	0	0	0	2	0	0	2	0.34
SUSPICIOUS VEHICLE	0	0	0	0	0	0	0	0	0	7	0	0	7	1.20
SUSPICIOUS VEHICLE	0	0	0	0	0	0	0	0	0	1	0	0	1	0.17
THEFT -- PROPERTY	0	0	0	0	0	0	0	0	0	2	0	0	2	0.34
THREATS	0	0	0	0	0	0	0	0	0	7	0	0	7	1.20
TRAFFIC COMPLAINT	0	0	0	0	0	0	0	0	0	17	0	0	17	2.92
TRAFFIC CONTROL	0	0	0	0	0	0	0	0	0	40	0	0	40	6.86
TRAFFIC ENFORCEMENT	0	0	0	0	0	0	0	0	0	1	0	0	1	0.17
TRAFFIC HAZARD	0	0	0	0	0	0	0	0	0	22	0	0	22	3.77
TRAFFIC STOP	0	0	0	0	0	0	0	0	0	1	0	0	1	0.17
TRANSPORT -- OTHER	0	0	0	0	0	0	0	0	0	2	0	0	2	0.34
TRESPASSING	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00



NORRIS POLICE DEPARTMENT

CAD Summary Statistics By Nature (by Month)

Received Dates From 10/01/2025 00:00 Through 10/31/2025 23:59

Description	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Total	% Total
WATER SHED PATROL	0	0	0	0	0	0	0	0	0	69	0	0	69	11.84
WELFARE CHECK	0	0	0	0	0	0	0	0	0	2	0	0	2	0.34
Totals:	0	0	0	0	0	0	0	0	0	583	0	0	583	

Resource Management Report
20 November 2025

I met with Bryan Foster on site (Belmont kudzu) and he can get most of the trees and brush knocked down. This includes the kudzu vines. This would facilitate future treatment of the kudzu. There is a possibility we could burn the area as well. He charges \$200/hour and thinks it will be around \$2000. Contracts under \$2500 can be awarded without getting multiple bids.

I found another small patch of kudzu. It is in the old field between Lower White Pine Trail and Clear Creek Trail (along the creek bottom). It isn't as bad as others in the watershed, but we will need to treat it in the spring. It is just above the city spring water supply. I think we may be able to dig up the roots since it is relatively small now.

Kerry and I looked at the creek bank on Clear Creek and have a plan to stabilize it. I will be locating supplies that will be needed. Kerry has put some large rocks that they picked up in the watershed at the site. We should be able to get additional large boulders and other rocks in the watershed as needed.

I am scouting forest burn sites and will probably try to burn part of the area we burned in 2019 along Hi Point Trail and Mockingbird Trail. I have notified TDF to get on their list for late winter/early spring 2026.

Hopefully, the trail map will be printed by the time of the meeting.