

**Town of Thompson's Station  
Utility Board  
Meeting Minutes  
March 17, 2021 6:00 p.m.**

**Call to Order:**

The remote meeting of the Utility Board of the Town of Thompson's Station was called to order at 6:00 p.m. on March 17, 2021, with the required quorum. The following statement was read by Chairman Riden:

This meeting is being conducted pursuant to the Guidance from the Comptroller's Office, and in accordance with Governor Lee's Executive Order No. 78 (which was previously extended by Executive Order Nos. 16, 34, 51, 60, 65 and 71): due to the treatment and containment of COVID-19.

This regular monthly meeting for March 17, 2021, is being held by video conference with the Utility Board of Thompson's Station and live streamed, as necessary to protect the public's health, safety, and welfare in light of the coronavirus. Further it is requested that the governing body include this determination in the minutes for this meeting.

We understand, we the members of the Utility Board serve at the pleasure of the citizens of the Town of Thompson's Station, and due to the current situation, is why we are currently live streaming this meeting for the benefit of the public, through our website.

A recording of this meeting will be available on the Town of Thompson's Station website at [thompsons-station.com](http://thompsons-station.com) within 24 hours of this meeting. Utility Board Members and staff virtually present were: Chairman Jeff Riden, Alderman Brian Stover, Utility Board Members Skip Beasley, Bruce Difranco, Joshua Mayo, Charles Starck, Finance Director Steve Banks, Wastewater Coordinator Kenny Bond, IT Coordinator Tyler Rainey, Town Clerk Regina Fowler and Town Attorney Kirk Vandivort. Additional virtual attendants were Matthew Johnson with Barge Design and Kevin Birdwell with Ragan Smith. Utility Board Member Lauren Gaudio was absent.

**Minutes:**

Consideration of the minutes of the February 17, 2021 regular meeting were presented. Skip Beasley made a motion to approve the February 17, 2021 regular meeting minutes. The motion was seconded by Charles Starck and carried unanimously.

**Roll Call Vote:**

	<u>VOTE</u>		<u>VOTE</u>		<u>VOTE</u>
Skip Beasley	Yea	Bruce Difranco	Yea	Lauren Gaudio	absent
Joshua Mayo	Yea	Jeff Riden	Yea	Charles Starck	Yea
		Brian Stover	Yea		
Yea	6	Nay	0	Absent	1

**Motion carried.**

**1. Approve Proposed Ordinance 2021-007: An Ordinance to Amend Title 18 of the Town of Thompson’s Station, Tennessee Municipal Code as to the Prescribed Chapters and Requirements of Training related to Board of Mayor and Alderman and the Utility Board of the Town of Thompson’s Station and move forward to BOMA for their review.**

A motion was made by Bruce Difranisco to Approve Proposed Ordinance 2021-007: An Ordinance to Amend Title 18 of the Town of Thompson’s Station, Tennessee Municipal Code as to the Prescribed Chapters and Requirements of Training related to Board of Mayor and Alderman and the Utility Board of the Town of Thompson’s Station and move forward to BOMA for their review. The motion was seconded by Skip Beasley and carried unanimously.

**Roll Call Vote:**

	<u>VOTE</u>		<u>VOTE</u>		<u>VOTE</u>
Skip Beasley	Yea	Bruce Difranisco	Yea	Lauren Gaudio	absent
Joshua Mayo	Yea	Jeff Risdien	Yea	Charles Starck	Yea
		Brian Stover	Yea		
Yea	6	Nay	0	Absent	1

**Motion carried.**

**2. System Operators Update- Kenny Bond:** Wastewater Operator Kenny Bond reported that W & O are installing the in-line valves. The MOR report indicates more disbursement of water than was taken in. The plant was down for a couple of days with the installation of the in-line valves. The new drip fields are working well, indications show an increased outflow of movement and the ponds have been lowered considerably. The contractor will be responsible for removing the sludge.

**3. Barge Design Updates-Matthew Johnson:**

- a. **Bridgemore I & I Update:** Flow meters have been installed, one in Bridgemore, two in Canterbury and one in Tollgate with the rain gauge being placed at the wastewater facility. We should be receiving a month of data soon. The contract is for six months and hopefully will encompass both wet and dry seasons. In terms of data received a monthly update will follow.
- b. **Hill Property Drip Fields:** The valves are being installed and once they are tested this project will be complete. With that being said, this project is under budget by approximately \$100,000.00.
- c. **MBR Update:** The design has been completed and awaiting funding information. SRF is working on the environmental report and the estimation is another 30 days for completion of said report. The Facility Plan was submitted to SRF and is under review. Discussions with property owners adjacent to the pump station are ongoing. Surveyors will be gathering information and the plan is to obtain only the property needed for the pump station to prevent the least amount of impact for the property owner. Documents should be ready for the property owner soon.

Estimation for bid advertisement is another two months. SRF will determine if we receive the loan but we are on a priority list. The Finance Director should be hearing from SRF soon obtaining Town financial information. The loan approval process for implementation would be in the form of a resolution with one reading. A contract would need to be approved prior to bids being accepted. The purchase of property adjacent to the pump station would need to be approved by resolution with one reading. The Town should receive \$1,700,000 from the American Plan Rescue Act however, payment may be split in half within a twelve-month period. With BOMA's approval said funds could be used for the MBR however, BOMA will make the decision as to where those funds will be allocated.

- d. **Critz Lane Utility Relocation Update:** A meeting was held with the contractor, Ragan Smith, Rogers Group, Hughes Excavating and several utilities to discuss scheduling of this project. A pre-construction meeting has been scheduled for Thursday afternoon.
- e. **Force Main and Pump Station on Highway 31 and Thompson's Station Road:** Legal counsel is in discussion with developers involved in locating documents for an existing easement for the property owned along the highway project. Information was verified through the title search that an easement for a waterline was conveyed by the Thompson's Station Church and eight-ten property owners north of the highway. Discussions and meetings will be held to determine where this easement falls and where it needs to go. Matthew Johnson will be meeting with church representatives on site to determine where the new pump station will be installed.

**Announcements:** Chairman Risen announced that Mike Roberts resigned the Utility Board. He wanted to thank him for his hard work and dedication to the Utility Board. He also welcomed Joshua Mayo as the newly appointed Utility Board Member.

Broadband – Informational documents from the Mayor were distributed to the UB Board. The Mayor asked the UB Board to look into this matter and determine what areas in the community so desperately need this service. This will be a work in progress.

The Finance Director mentioned that the Town Administrator had sent a memorandum to BOMA in reference to the Federal Grant funds that could be used for the MBR. Of course, the decision will be up to BOMA as to where that money will be spent.

**Adjourn:**

There being no further business, the meeting adjourned at 6:53 p.m.

  
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Chairman, Jeff Risen