

**Town of Thompson's Station
Utility Board
Meeting Minutes
August 21, 2019 6:00 p.m.**

Call to Order:

The meeting of the Utility Board of the Town of Thompson's Station was called to order at 6:00 p.m. on August 21, 2019 at the Thompson's Station Community Center with the required quorum. Members and staff in attendance were: Chairman Jeff Risdien, Alderman Brian Stover, Bruce DiFrancisco, John Peterson, Brad Wilson, Finance Director Steve Banks and Town Attorney Kirk Vandivort.

Minutes:

- 1. Consideration of the minutes of the June 19, 2019 regular meeting were presented for consideration.**

A motion was made by John Peterson to approve the June 19, 2019 regular meeting minutes. The motion was seconded and carried unanimously.

- 2. System Operators Update/Cell 1 Update:**

Brandon Haskins updated the Utility Board Members on the status of Cell 1. He said levels for Cell 1 is about the same as it has been. Offsite bush hogging has been completed to look for any I & I issues but none were identified. Telemetry has been approved to put on lift stations and this should be helpful for monitoring.

- 3. Update on Hill Property Drip Project:**

Matthew Johnson with Barge Designs informed the Utility Board that BOMA had approved W & O Construction Co. as low bidder on this project and a contract has been approved at a special session on July 23, 2019 by BOMA. The contract is in the process of being executed at this time. TDEC is under public notice until the end of the month and the permit should be finalized upon completion. A temporary easement has been signed by Encompass and once the Critz agreement is completed permanent easements will be included. A Pre-Construction meeting will be held Wednesday, August 28th with Barge, W & O Construction and Town Staff. The date for the notice to proceed should be approximately September 1st, with five months to completion of said project, otherwise liquidated damages will be assessed. Barge will follow up with TDEC identifying any issues with the public hearing. Once the project starts, W & O Construction will have 240 days upon completion (intermediate milestone) and 150 days to get the drips installed otherwise liquidated damages will be assessed. Brian Stover ask how many taps would be available upon completion of said project. Matthew with Barge Design estimates 180 – 200 taps would be available upon completion. There will be no performance bonuses for work completed ahead of time. Barge did discuss with the Project Manager of W & O Construction Company if they would entertain completing the repairs on Cell 1 as a change order. The project manager did agree to repairing cell 1. Brian Stover ask Matthew if W & O would entertain pump and hauling of Cell 1 and was advised that the cost could run into millions of dollars. He is concerned that that this is going to run into the summer of next year. He would like to have the cell pumped down and complete repairs before December. He also suggested that we obtain quotes just to be safe. Matthew with Barge

noted they could obtain quotes for the pump and haul of Cell 1. Jeff Ridsen feels that once the drip project is complete, the problems should begin to take care of themselves. While Whistle Stop Pipeline was not on the agenda, Chairman Ridsen requested an update. A letter from the Town was to accompany the information sent to TDEC. It was also noted that no visual evidence of work has been seen between the project site and highway 31.

4. I & I Investigation.

Matthew Johnson with Barge Designs discussed the approval of a task order from the Town. The following task orders have been identified; look at lift station operation, evaluate data and run time at lift stations; map review of all low lying areas; reach out to comcast to discuss any unusual issues during their work; smoke testing in those areas; looking at HBTS water data information to discuss any water loss; to obtain conversations on smoke tests and investigate where defects are located. Also, possibly conducting flow monitoring and maybe a CCT investigation.

5. a. Drafted Memorandum of Understanding for the Littlebury Project.

The drafted Memorandum of Understanding for the Littlebury Project was distributed to the Utility Board for review and discussion. It was noted that each layer of bonding should remain in place until development is completed. Legal counsel will make appropriate changes.

5 b. Substitution of a Bio-clere System instead of the SBR System for the Pleasant Creek Project.

A motion was made by Bruce DiFrancisco to recommend the substitution of a Bio-clere system instead of the SBR system for the Pleasant Creek Project. (SBR system has been approved by BOMA). The motion was seconded and carried unanimously. Kirk Vandivort, inquired if the Utility Board wanted to discuss an MOU for this item. Chairman Ridsen stated “not at this time.”

6. Master Plan Work Session.

The Board discussed changing the September Utility Board Meeting to a Work Session with a time change of 5:30 p.m. - 8:00 p.m. with most of the time to be allotted for discussion of the Barge Design Master Plan.

7. Alexander Property Soil Testing.

A motion was made by Jeff Ridsen to proceed with the recommendation to move forward on the Alexander Property Soil Testing and to submit a solicitation for formal bids for surveying and soil testing on said property. The motion was seconded and carried unanimously.

8. New Board Member Recommendation.

A motion was made by Brian Stover to make a recommendation of Skip Beasley to fill the vacant Utility Board position and to forward this recommendation to BOMA for their approval. The motion was seconded and carried unanimously.

Adjourn:

There being no further business, the meeting adjourned at 8:10 p.m.

A handwritten signature in black ink, appearing to be 'JR', written over a horizontal line.

Jeff Riden, Chairman