

**Town of Thompson's Station  
Utility Board  
Remote Meeting Minutes  
November 18, 2020 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 November 18, 2020, with the required quorum. The following statement was read by Chairman Risdén:

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

This regular monthly meeting for November 18, 2020, 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 within 24 hours of this meeting. Utility Board Members and staff virtually present were: Chairman Jeff Risdén, Alderman Brian Stover, Utility Board Members Skip Beasley, Bruce Difrancisco, Mike Roberts, Charles Starck, Town Administrator Ken McLawhon, Finance Director Steve Banks, Wastewater Coordinator Kenny Bond, IT Coordinator Tyler Rainey, Town Recorder/Clerk Regina Fowler and Town Attorney Kirk Vandivort. Brad Wilson was absent. Additional virtual attendant was Matthew Johnson of Barge Design.

**Minutes:**

**1. Consideration of the September 30, 2020 regular Utility Board meeting were presented.** Mike Roberts made a motion to approve the September 30, 2020, regular Utility Board meeting minutes as presented. The motion was seconded by Brian Stover and carried unanimously.

**Roll Call Vote:**

	<u>VOTE</u>		<u>VOTE</u>		<u>VOTE</u>
Skip Beasley	Yea	Bruce Difrancisco	Yea	Jeff Risdén	Yea
Mike Roberts	Yea	Charles Starck	Yea	Brian Stover	Yea
		Brad Wilson	Absent		
Yea	6	Nay	0	Absent	1

**Motion carried.**

**2. System Operators Update:**

Kenny Bond updated the UB Board on the Hill Property. The new section is working well. On Friday, November 20<sup>th</sup> the entire drip field should be online. There will probably be some minor adjustments to be made.

**3. Barge Design Updates: Matthew Johnson-Barge Design updated the following:**

**a. Bridgemore I & I Update:** As a result of smoke testing data no big issues were indicated therefore we recommend in lieu of budgeted funds for CCTV use those funds to pay for temporary flow monitoring and tracing the I & I source. The process has begun to obtain three quotes for flow monitoring. One of the quotes is 36,000 for six months of flow monitoring. While \$40,000 was budgeted for CCTV these funds would be better utilized to pay for the flow monitoring.

**b. Hill Property Construction Update:** The work is almost complete with a small amount of testing to be completed. Additional control valves are being installed. The MOR report indicates an output of 600,000 gallons. Once all valves are installed that amount should increase. This project should come under budget by approximately \$100,000.00.

**c. MBR Project Update:** The Regional Plant Design is 90% complete. After a Design Review meeting, comments are being incorporated into the design. The technical portion of the bidding documents should be complete at that point. Barge is simultaneously in contact with USDA & SRF clarifying their requirements for their funding applications. Environmental information is being gathered that is required for environmental clearances for several agencies. The USDA has agreed to use any SRF clearances that are gained eliminating time. Two plant project permits have been obtained, Aquatic Resource Alteration Permit and a Construction Storm Water permit. Since fees and renewal fees are associated with these permits, we will hold permits until finalizing a bid schedule thereby, pushing out the permit dates closer to construction startup. Funding applications should be in by the middle of December.

**4. Discussion of Ordinance 2020-011 to Amend Title 18 to Adopt a Policy for Waste Water Tap Reversion and Assignment as to a "floor amount" to be paid to developers for the reverted taps.** Bruce Difranisco made a motion to Amend Ordinance 2020-011, Title 18 to Adopt a Policy for Waste Water Tap Reversion and Assignment as to a floor amount of the then waste water impact fee tap rates to be paid to developers for reverted taps. 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 Difranisco	Yea	Jeff Riden	Yea
Mike Roberts	Yea	Charles Starck	Yea	Brian Stover	Yea
		Brad Wilson	Absent		
Yea	6	Nay	0	Absent	1

**Motion carried.**

**5. Memorandum of Understanding for consideration as to Taps Transfer between Developers.** Skip Beasley made a motion to defer a Memorandum of Understanding for consideration as to Taps Transfer between Developers. The motion was seconded by Brian Stover and carried unanimously.

**Roll Call Vote:**

	<u>VOTE</u>		<u>VOTE</u>		<u>VOTE</u>
Skip Beasley	Yea	Bruce Difranisco	Yea	Jeff Ridsen	Yea
Mike Roberts	Yea	Charles Starck	Yea	Brian Stover	Yea
		Brad Wilson	Absent		
Yea	6	Nay	0	Absent	1

**Motion carried.**

**6. Discussion of Comptroller's Utility Training Requirements:** Town Attorney Kirk Vandivort discussed required training from the State of Tennessee Comptroller's Office for all Utility Board Members. It was also noted that waste water funds can be withheld from the Town if these requirements are not met. The Board was advised to call the State of TN Comptroller's Office for further information.

**Adjourn:**

There being no further business, the meeting adjourned at 7:40 p.m.

  
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**Chairman, Jeff Ridsen**