

**EAST SEVIER COUNTY UTILITY DISTRICT
BOARD OF COMMISSIONERS MEETING**

March 8, 2018

5:30 P.M.

AGENDA

- 1) Call to Order by Roy Ivey
- 2) Motion to approve the minutes of the February 8, 2018 meeting
- 3) Motion to approve the Accounts Payable Listing in total as submitted
- 4) Motion to approve the Budget as submitted

REPORTS:

- 5) Alliance Water Resources – Operations / Financial Report

PERSONS TO BE HEARD:

****ONE AT A TIME AS RECOGNIZED****

When it is your turn to speak, please stand and state your name.

- 6) Customers' Comments; Questions; and Concerns

OLD BUSINESS:

- 7) None

NEW BUSINESS:

- 8) Fire Department Discussion
- 9) Leak Adjustment Discussion
- 10) Adjournment – Next regular meeting to be held on Thursday, April 12, 2018.

MINUTES

BOARD OF COMMISSIONERS OF THE EAST SEVIER COUNTY UTILITY DISTRICT

Thursday, February 08, 2018

The Board of Commissioners of the East Sevier County Utility District met at 5:30 p.m. on Thursday, February 08, 2018, in the Office of The East Sevier County Utility District, 1529 Alpine Drive, Sevierville, TN 37876. Commissioners present were Roy Ivey, President; Barbara Darby, Secretary/Treasurer; and Janice Brooks–Headrick.

President Roy Ivey called the meeting to order at 5:33 p.m. for any old or new business.

A motion to approve the minutes of the January 11, 2018, meeting was made by Barbara Darby; Janice Brooks-Headrick seconded the motion, motion passed.

A motion to approve the Accounts Payable listing in total as submitted was made by Barbara Darby; Janice Brooks-Headrick seconded the motion, motion passed.

A motion to approve the Budget as submitted for review was made by Barbara Darby; Janice Brooks-Headrick seconded the motion, motion passed.

Reports

James Ford, Local Manager, submitted his report concerning District operations. Under collections and distribution, we took the workload off Wells A, B, and C by isolating a valve on Alpine to increase Well D's footprint. Now, the Rich Mountain Way area is being fed by Well D. Big Orange Electric repaired a motor at Well C booster station.

We repaired a broken check valve at Sherwood Forest. We also installed two taps and replaced a pump there. We installed a tap at Smoky Mountain Ridge as well.

We took three company vehicles in for an oil change.

All season we have been dealing with frozen and busted pipes and have worked with customers in helping to resolve and prevent these issues. Barbara asked if the problems were on ESCUD side or the customers' side of the meters. James answered that all the incidents occurred on the customers' side and resulted from poor insulation and contractors not burying the lines deep enough to prevent freezing.

We repaired a leak at John Sevier and Glasgow roads with much-appreciated help from Roy Ivey. As a result, Wells A and B boosters are running on a more efficient cycle from 12 hours per day to 48 hours off and 12 hours on.

An employee slid off the road in an ESCUD vehicle during work hours. No damage occurred to the truck. Janice asked if the employee had reported the accident immediately; James said he had.

We met with McGill & Associates on 1-30-18. Progress is being made on proposed improvements.

Evan Romo, District Manager, submitted his report concerning District financials. He went over the financial statement with the Board. He submitted Alliance's March invoice for approval. He asked that the Board approve it in advance in order to get back on track since we were two weeks behind in the process and assured them that it would not be acted on until it became due. A motion to approve Alliance's March invoice was made by Barbara Darby; Janice Brooks-Headrick seconded the motion.

Persons to be Heard

Walter Tasker of 1530 Lin Creek Road said he was charged a fee for late payment; however, he did not receive his bill until the day it was due, which is the 15th of the month. He noted that he owns two properties and is being billed for both, even though one of the properties does not even have a meter installed because it was stolen out of the box.

Debbie Curtman of 1233 Low Sunset reported that she has not received her bill in the mail for the past two months. Tony said we will check into it for her.

Jerry Hayes of 1201 Low Sunset brought and displayed two bottles of water that had been collected from customer taps. Both contained discolored water and sediment. Evan noted that the specimens had been collected in December before that problem had been resolved.

Jerry also pointed out that since the customers technically own the Water District that the District should discuss with its customers any changes being made, in particular, the Rules and Regulations that are in the process of Board approval. One particular point of contention among many in attendance was the penalty associated with a customer shutting off their own water at the meter in the case of an emergency that involved the loss of a great deal of water.

Evan and Tony Sneed, Regional Operations Manager for Alliance, conceded that in the case of such an emergency, logic should prevail, and the customer would not incur a fine for shutting off the water at the meter under these circumstances. They explained that the rule mainly exists in order to address acts of vandalism, theft, and accidental destruction of ESCUD meters. They also explained that customers are supposed to have a shut-off valve between the meter box and their home so they won't have to go into the meter box. Roy pointed out that the Rules and Regulations have been in existence since the inception of the District and that they are being written up in summary to hand out to new customers or any other customer who requests a copy.

Peter Kleinman, English Mountain Volunteer Fire Department Chief, reported that the fire station, which was built in 1985, does not have a meter. Recently, the station had experienced a busted water line and workers had a difficult time finding a shut-off valve. He said that the District should have a set of blueprints showing where the meter, if any, is and the location of the lines. He feels that ESCUD should have informed him of these locations in the past so that he would have been better prepared to address this recent incident.

Cindy Lowery of 1339 Aintree Drive suggested that when the Board meeting day had officially changed, an announcement should have been sent out via One Call Now. She said some customers had shown up Tuesday of that week, not knowing that the meeting night had been changed to Thursday.

Lisa Hawthorne of 1519 Lin Creek is in the process of putting a new mobile home on her property and stated that James Ford has helped her with the relocation of her meter and water lines. She asked Alliance employees if they anticipated any trouble with this process. The employees answered that they did not.

Old Business

There was no old business to discuss.

New Business

The offsite contract was submitted to TDEC. They rejected it because we do not own some of the property on which our sewer plants are located. In the past, the contracts were approved because TDEC assumed we owned the properties. A motion to approve the offsite contract was made by Janice. Barbara seconded the motion, motion passed.

We intend to bid out the water project in mid-March. We will attempt to move the tank at Well F to Well D.

After a change to the wording on Page 4 of the Rules and Regulations was agreed upon, a motion to approve the Rules and Regulations for review was made by Janice; Barbara seconded the motion, motion passed. The Rules and Regulations will be posted on Alliance's website, if possible.

The next regular meeting will be held on, Thursday, March 8, 2018, at 5:30 p.m.

Adjournment

Roy Ivey moved, and Barbara Darby seconded, a motion to adjourn at 7:06 p.m. Motion carried.

Secretary-Treasurer

**East Sevier County Utility District
List of Bills March 08, 2018**

Regular Checking for Consideration

		Total
Barbara Darby	Insurance payment	\$ 350.00
Janice Brooks-Headrick	Insurance payment	\$ 350.00
Roy Ivey	Insurance payment	\$ 350.00
Barbara Darby	Meeting fee	\$ 266.05
Janice Brooks-Headrick	Meeting fee	\$ 277.05
Roy Ivey	Meeting fee	\$ 266.05
Alliance Water Resources,, Inc.	March 2018 services	\$ 37,882.41
	Board member compensation reimbursement (from Jan)	\$ 1,859.15
	Big Orange Electric, Inc, Invoice # 1919	\$ 1,950.00
The Mountain Press	Classified notice	\$ 25.88
Dwight Moxley	Refund of overpayment	\$ 12.32
Andrew Alfonso	Customer refund of overpayment	\$ 131.33
TDEC	Penalty, Installment #3	\$ 2,100.00
First Tennessee Bank	Deposit to Alpine Drive Fund	\$ 2,000.00
Mission Communications, LLC	Service Package, Wells A/B, C, D, F	\$ 2,253.60
Orenco, Inv# 337427	Effluent Pump; 3/4Hp	\$ 727.30
Walter Wood Supply Co. Inc.	Goulds Pump, Motor	\$ 1,577.00
Big Orange Electric	Excavator rental, sewer installation	\$ 2,175.00
Total Regular Checking for Consideration		\$ 54,553.14

Charges and Bills Paid from Regular Checking Since February 08, 2018

Sevier County Electric System	Utility	\$ 4,674.06
Appalachian Electric Cooperative	Utility	\$ 102.19
State of Tennessee	State Sales Tax	\$ 1,493.00
City of Pigeon Forge	Utility	<u>\$ 26.47</u>
Total Regular Checking Charges and Bills Paid		\$ 6,295.72

Grand Total Regular Checking **\$ 60,848.86**

Alpine Drive Fund Checking for Consideration

O&M Checking Account	Refund of Attorney's Fees, Check No. 18356, Online Transfer	<u>\$ 1,462.50</u>
Total Regular Checking Charges and Bills Paid		\$ 1,462.50

Grand Total Alpine Fund Drive Checking **\$ 1,462.50**



OUR MISSION

We partner with communities to deliver the finest water and wastewater services available at a competitive price. We are committed to keeping water safe and clean while serving people and taking care of communities with improved technical operations, careful management and financial oversight, and ensured regulatory compliance.

Alliance Water Resources, Inc.

**206 S. Keene St.
Columbia, MO
65201**

(573)874-8080

OPERATIONS REPORT – East Sevier County Utility District February 2018

Administrative

Alliance staff is working with state personnel and our attorney to finalize the offsite wastewater contracts.

Research into offsite accounts will lead to an increase in revenue for the District.

Treatment

Treatment at the wells is monitored daily.

Treatment at the wastewater plant is going well. All test results are below permit limits.

Collection/Distribution

Replaced frozen/broken meter on Dogwood

Repaired leak on Alpine with Roy Ivey

Flushing program is in full swing with quality results

Repaired broken line at Smoky Mountain Ridge

Repaired broken line at Bear Creek Crossing

Coil contactor was replaced at Smoky Mountain Ridge

Alerted power company of bad fuse at condo pump station – station is operational

Customer Service

Using billing software to identify potential leaks has helped inform customers on how to avoid increased water bills.

Customer on Wexford Way thanked staff for quick response and communication.

Project Updates

Alliance continues to push forward regarding water and wastewater improvements with USDA and TDEC.



OPERATIONS REPORT – East Sevier County Utility District

Safety

Alliance holds monthly safety meetings with all staff. The February meeting dealt with personal protective equipment and safe driving.

Regulatory

Staff met with TDEC regarding proposed storm water regulations.

Training

Employees were trained in servicing chorine pumps.

Concerns for the Month

Potential wash outs from heavy rains

Positives for the Month

A strong relationship with TDEC is being formed.

Leak Repairs

Repaired leak on Alpine with Roy Ivey

Repaired leak on Silverbell

Repaired several offsite collection related leaks