EAST SEVIER COUNTY UTILITY DISTRICT BOARD OF COMMISSIONERS MEETING

September 10, 2020 5:30 P.M.

AGENDA

- 1) Call to Order by President Roy Ivey
- 2) Motion to approve the minutes of the August 13, 2020 meeting
- 3) Motion to approve the Accounts Payable Listing in total as submitted

REPORTS:

4) Alliance Water Resources – Financial Report / Operations

PERSONS TO BE HEARD:

ONE AT A TIME AS RECOGNIZED

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

Please be considerate of others that may wish to speak by keeping your comments brief.

- 5) Customers' Comments; Questions; and Concerns
 - Dan Barnett-Blue Ridge Development- The Preserves

OLD BUSINESS:

6) None

NEW BUSINESS:

- 7) Project update Evan
- 8) Memorandums None for this month
- 9) Adjournment Next regular meeting to be held on Thursday, October 8, 2020 5:30 p.m.

MINUTES

BOARD OF COMMISSIONERS OF THE EAST SEVIER COUNTY UTILITY DISTRICT

Thursday, August 13, 2020

The Board of Commissioners of the East Sevier County Utility District met at 5:30 p.m. on Thursday, August 13, 2020, 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 5:29 p.m. for any old or new business.

A motion to approve the minutes of the July 09, 2020, meeting was made by Barbara; Janice seconded the motion. Motion carried.

A motion to approve the Accounts Payable listing in total as submitted was made by Janice; Barbara seconded the motion. Motion carried.

Reports

John Haak, Local Manager, went over key points of the financial report with the Commissioners. Barbara motioned to approve the financial report as presented; Janice seconded the motion. Motion carried.

John discussed operations for the month of July. We will soon be taking delivery of the two new Ford Ranger trucks. They are being delivered by the dealer in Murfreesboro, TN. Our new postage meter was put into service during our last billing, which reduced the amount of time spent on the process.

On the Mountain, we resolved an ongoing issue of water loss in the Well C Storage Tank. We discovered a faulty SCADA communication relay. The faulty relay was keeping the Wells A/B pumps off while Well C was furnishing water for the entire distribution area. It took two days to refill the tank.

Offsite, we installed one pump kit at Hibernation Station. We repaired broken drip field lines at the Lashbrooke subdivision drip field, Lot B, and mitigated conflict with a Lashbrooke property owner by relocating lines on the drip field at Lot A. They had inadvertently been placed on private property when originally installed. A new wastewater permit was printed and posted.

When a customer at Douglas Lake subdivision reported that the road was sinking where ESCUD has previously made a repair, we had a contractor that was currently making road repairs at the Subdivision pave over that area.

Our July safety meeting topics were sewage, wastewater and water line maintenance excavation and trenching safety.

We repaired breaks on six-inch water lines at Glasgow and Dar Van Way and a break on a four-inch line on Rich Mountain Road.

We have been unable to provide water to The Preserve gatehouse. We recently released over 300,000 gallons of water there over a three-week period trying to locate the problem. The water is being rerouted between the house and the gatehouse, probably because of a leak, which we cannot locate. Evan said that he has reached out to a crew in one of the Districts in Missouri who have good leak-detecting equipment. However, before he will send them out here, the property has to be mowed. The foliage is too thick and too high; it would be a physical and visual encumbrance. They were scheduled to come out last month, but the levels of water at Well C were too low. Barbara asked when the crew would be here; Evan said he didn't know yet.

Persons to be Heard

Dan Barnett, Manager of the Preserve, said years ago he had paid ESCUD \$7,000 to keep the water on and invested \$250,000 to build a wastewater plant at the Preserve. At first there was water at the gatehouse; now there is no water, yet he is being billed for it. He hired a plumber to find out if the problem is with the gatehouse plumbing, but it is not. He said John Haak is a good guy and easy to work with; however, he has to have water before he can sell and/or develop any of the lots. He has potential buyers.

John told him there must be a leak somewhere that they can't detect. It must be spilling into an underground cavern instead of coming up out of the ground. Roy commented that they should be able to find the leak. Evan said he thinks there is a large leak somewhere between the house and gatehouse. They took apart the meter and found there was negative pressure. The Preserve water lines are only 14 years old; ESCUD's lines are over 40 years old.

Dan said he will have a crew clean up so that Alliance staff could more easily work in the area. Once that is done, he will have the valves and meter boxes marked. John will find out if there is water to the wastewater plant. He has heard from some employees that there is and from others that there is not. Dan claimed ESCUD has some equipment that belongs in their plant that was removed by ESCUD employees long ago. Roy disagreed; he said we do not have the equipment. Evan asked what equipment he was referring to; Dan said they are missing pumps, pods, etc. Roy said they must have been stolen because ESCUD does not have them.

The house is on a septic tank. Dan said that we own the sewer plant so it is our responsibility to take care of it. Evan responded that, no, ESCUD does not own the plant.

Our job would be to operate it once it is up and running as we operate the plants at all the subdivisions we service under a formal operating agreement. Actually, Evan said, the State wants the HOAs to deed the wastewater properties to ESCUD and give us the equipment. We should get a ruling from the State next week.

Dan commented that he and ESCUD are both struggling to deal with this problem, and that he knows we are trying. Evan said we will check out the WWTP to find out what is going on. Roy said he will get with the staff to try to find the leak once the grounds are mowed. He knows where the lines are but doesn't know where they cross the road.. He asked Dan if he has any blueprints that would help. Dan said he gave John all that he had.

Old Business

None

New Business

Evan reported that the process with the permit for the new WWTP has just wrapped up and thinks it can now be put out for bid.

Doug Hodges has asked that ESCUD enter into an agreement to operate the water and WWTP at For By Grace Resort, a project on which he is working as the design engineer. Both Barbara and Janice warned John to be careful when dealing with him as he has been less than honorable in past dealings with ESCUD. Any agreement we sign with him must be given to our attorney, Mark Jendrek, for approval. Evan said to be sure the contract includes a provision for up-front payment of pump installs and tap fees. Barbara motion that Roy sign the contract with Doug Hodges provided that the contract is checked thoroughly by Mark and that all the conditions are included. Janice seconded the motion. Motion carried.

Roy began talking about a subdivision in Dandridge that we had an agreement with to operate their sewer. There are only about 4-6 houses in it, and Roy was curious to know whether Darrell checks on it regularly. John said he will ask and also find out if Darrell will check to see if there is a meter below the house in The Preserve.

Evan announced that a new auditor has been chosen and would like the Commissioners to ratify the hiring of the new firm. He said that we negotiated a three-year locked in price for the service, unlike the previous firm, which charged considerably more each year they have performed the audit for ESCUD. Barbara motioned to ratify the hiring of the new auditing firm; Janice seconded the motion. Motion carried.

John had been asked to get a proposal for a filtration system at Wells A and B because it is delivering low-quality water to a few customers that receive water from only those wells. He received a proposal from AquaClear, which he included in the Board packet for the Commissioners' reference. He suggested we fit one well at a time to see how well it will work.

Roy asked Brenda to look up the pricing we were quoted by Tommy Turner of WNC Hydrofracking last April for fracking the wells. The issue is to be tabled until next month when Roy will try to get Tommy to attend the meeting.

The next regular meeting will be held on Thursday, September 10, 2020, at 5:30 p.m.

Adjournment

Roy motioned	, and Barbara	seconded the	e motion,	to adjourn a	t 6:36 p.	m. N	Motion carried	d.
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Secretary-Treasurer

East Sevier County Utility District List of Bills 10-Sep-20

Regular Checking for Consideration			Total
Barbara Darby	Meeting fee	\$	266.05
Janice Brooks-Headrick	Meeting fee	\$	277.05
Roy Ivey	Meeting fee	\$	266.05
Barbara Darby	Insurance payment	\$	350.00
Janice Brooks-Headrick	Insurance payment	\$	350.00
Roy Ivey	Insurance payment	\$	350.00
Alliance Water Resources, Inc	Inv# 9019, September 2020 Services	\$	43,932.00
First Horizon Bank	Alpine Fund Drive	\$	2,000.00
The Mountain Press	Meeting Announcement Ad# 30908953, August 2020 meeting	\$	25.88
Power Pumping	Pump and haul , Inv# 9066 dtd 6/12, \$700 & #9044 dtd 7/24, \$700	\$	
Orenco Systems incorporated	Inv# 368617 dtd 08/12/20, shipped 08/04/20; S&H 581.60, Inventory	\$	1,400.00 13,871.20
Mark Jendrek, P.C.	Legal Services-Inv# 15763 June 2020, Lashbrooke	\$	200 C 100 C
and the second of the second o	Legal Services-Inv# 15763, July 2020, Lashbrooke	\$	1,182.50 5,637.50
	Discount	\$	(1,000.00)
G & C Supply Co., Inc.	Inv# 6785829 ordered 08/03/20, Meter box and Reader cover. Installed for repair	\$	281.80
Big Orange Electric	Inv# 2066 February 2020, New installs	\$	1,100.00
Henry Rozel, 10-92000-1	Refund deposit minus balance	\$	84.70
Doug Lesan, 1-10800-3	Refund deposit plus overpayment	\$	180.00
Robin Herdliska, 10-91000-1	Refund deposit plus overpayment	\$	122,45
Beverly Johnson, 1-5100-2	Refund overpayment	\$	
,	Total Regular Checking for Consideration	<u> </u>	70,691.73
Charges and Bills Paid from Regular C Sevier County Clerk Home Depot Sevier County Electric Sevier County Water Appalachian Electric City of Pigeon Forge Water & Sewer USDA State of Tennessee State of Tennessee	Title transfer, new trucks, 08/24/20 Tool boxes for new trucks, 08/28/20 Utility Utility Utility Utility Loan repayment Sales tax Interest & penalties Payroll Tax	* * * * * * * * * *	32.00 578.00 3,274.00 42.25 - 2,076.00 5,033.00 306.98 382.64
Bank Fee	Analysis service charge	(50.40)	
54	Total Regular Checking Charges and Bills Paid	\$ \$	267.57 11,992.44
	Total Rogardi Oncokning Onlarges and Dilis I did	Ψ	11,992.44
	Grand Total Regular Checking	\$	82,684.17
Charges and Bills Paid from Alpine Dri	ive fund Since August 13, 2020		
	Total Alpine Drive Fund Checking Charges and Bills Paid	\$	-
Charges and Bills Paid from WWTP fur	nd Since August 13, 2020		
	Total WWTP Fund Checking Charges and Bills Paid	\$	-

East Sevier County Utility District Balance Sheet July 31, 2020

	07/31/2020	07/31/2019
	*	
ASSETS		
CURRENT ASSETS		
Checking Account - Operations	\$360,127.00	\$262,815.10
Checking Account - Alpine Rd Funding	85,869.85	78,426.13
Cash on Hand	100.00	60.00
Total Cash	446,096,85	341,301.23
Accounts Receivable	194,016.37	148,148.21
Allowance for Doubtful Accts	(37,166.67)	(19,166.67)
Unbilled Accounts Receivable	10,539.00	6,045.00
Inventory	16,246.19	9,786.88
Prepaid Expenses	18,266.86	15,978.00
Total Current Assets	647,998.60	502,092.65
PROPERTY, PLANT & EQUIPMENT		
Land	31,657.80	31,657.80
Distribution & Collection System	2,927,420.45	2,128,503.10
Buildings	69,235.68	69,235.68
Machinery & Equipment	121,349.26	114,698.67
Vehicles & Trailer(s)	37,950.99	61,272.58
Construction Work in Progress	147,078.75	633,328.44
Less: Accumulated Depreciation	(1,191,540.81)	(1,074,321.00)
Net Property, Plant & Equipment	2,143,152.12	1,964,375.27
RESTRICTED CASH		
Construction Account - Waste Wtr Project	833.37	833.37
Total Restricted Cash	833.37	833.37
OTHER ASSETS		
Deposits	14,370.00	14,370.00
Total Other Assets	14,370.00	14,370.00
Total Assets	\$2,806,354.09	\$2,481,671.29

East Sevier County Utility District Balance Sheet July 31, 2020

	07/31/2020	07/31/2019
LIABILITIES AND DISTRICT'S EQUITY		
CURRENT LIABILITIES		
Accounts Payable	\$35,826.41	\$22,632.84
Sales Tax Payable	4,104.33	1,690.97
Payroll Taxes Payable	382.62	382.62
Unearned Revenue	30,420.85	26,417.05
Long Term Debt-Current	8,049.55	0.00
Accrued Interest Payable	7,932.41	6,366.37
Customer Deposits	45,577.00	36,020.00
Total Current Liabilities	132,293.17	93,509.85
LONG-TERM DEBT		
USDA 2018 Loan #1	152,506.25	412,810.75
USDA 2017 Loan #2	286,670.57	291,000.00
USDA 2017 Loan #3	261,722.41	266,000.00
Less: Current Portion of L-Term Debt	(8,049.55)	0.00
Total Long-Term Debt	692,849.68	969,810.75
Total Liabilities	825,142.85	1,063,320.60
DISTRICT'S EQUITY		
Retained Earnings	1,950,732.95	1,397,784.62
YTD Net Income	30,478.29	20,566.07
Total District's Equity	1,981,211.24	1,418,350.69
Total Liabilities and District's Equity	\$2,806,354.09	\$2,481,671.29

East Sevier County Utility District Statements of Revenues and Expenses For the One Month Ending July 31, 2020 Actual vs Budget

July YTD Annual Actual Budget Actual Budget Budget Operating Revenues \$35,536 \$19,669 Water Sales \$35,536 \$19,669 \$237,263 60,865 39,579 Sewer Charges 60,865 39,579 503.224 Connection Fees - Water 0 2,500 1,500 1,500 Connection Fees - Sewer 1,500 1,500 16,250 926 Late Charge Fees 926 0 11,107 6,408 4,000 Reconnect/Meter Sets/Other Fees 6,408 86,668 4,000 200 Miscellaneous Income 0 200 2,400 104,309 65,874 **Total Operating Revenues** 104,309 65,874 859,412 **Operating Expenses** 159 167 Payroll Taxes 159 167 2,000 43.932 43,932 Management & Operations Contract 43,932 43,932 527,184 3,475 4.000 Utilities 3,475 4,000 48,000 2,402 2.000 Insurance 2,402 2,000 24,000 Repairs & Maintenance 8,268 4.417 8,268 4,417 53,000 417 Professional Outside Services 0 417 5,000 2.082 2.083 Directors' Fees 2,082 2,083 25,000 4,638 1,000 Legal Expenses 4,638 1,000 12,000 Accounting 0 0 0 7,300 1,167 1.167 Bad Debts 1,167 1.167 14,000 0 0 Dues 0 0 825 (47)Office Expense 0 (47)0 0 32 0 Advertising Expense 32 0 0 0 3,412 Permits 0 3,412 5,200 1,100 250 Miscellaneous Expense 1,100 250 3,000 67,208 **Total Operating Expenses** 62,845 67,208 62,845 726,509 37,101 3,029 Net Income B/4 Other (Inc) & Exp 37,101 3,029 132,903 Other Income (Expenses) (421)(1,792)Interest Expense (421)(1,792)(21,500)(6,200)(6,200)Depreciation (6,200)(6,200)(74,400)(83)**Bond Issue Costs** 0 (83)(1,000)(6,621)(8,075)Total Other Income (Expenses) (6,621)(8,075)(96,900)\$30,480 (\$5,046)Net Income(Loss) \$30,480 (\$5,046)\$36,003

East Sevier County Utility District, TN Treasury Report

Billing Charges For the Month of:	Jul-20	
Water Revenue		35,536.15
Sewer Revenue		61,720.18
Installment Billing -Offsite Sewer Arrears		855.25
Sales Taxes		3,454.81
Late Charges		-
Installation Fees-Water		
Installation Fees-Sewer Other Miscellaneous Fees		1,500.00
Returned Checks		3,310.00
Deposits Applied/Adjustments		268.00
Customer Refunds Paid		(420.00)
Total Billing Charges		260.51 106,484.90
Water Gallons Billed		7
water Gallons Billed		2,928,330
Water Customers Billed		247
Sewer Gallons Billed		1,554,120
Sewer Customers Billed		816
Accounts Receivable	Jul-20	
Beginning Balance		140,496.63
Billing Charges		106,484.90
Bad Debt Recoveries (Write Offs) Accounts Receivable Collections		112 221 121
End of Month Accounts Receivable		(85,621.42)
and of Month Accounts Necelyable		161,360.11
Water Revenue Checking	Jul-20	
Beginning Balance		336,176.20
Deposits:		
Accounts Receivable Collections	.at	85,621.42
Duplicate charge entered on customer account corrected in Augu Customer Deposits	ısı	100.00 2,106.00
Bouldercrest Villas Homeowners Association Payment		8,147.81
Refund-Selective Insurance		48.00
		96,023.23
Disbursements:		
Accounts Payable Checks		(61,784.50)
Auto Debit Charges-Utilities		(3,270.30)
USDA Loan Payment		(2,076.00)
Transfer to Alpine Road Funding		(2,000.00)
TN TAP - Sales Tax		(1,897.00)
Pofund Chapter		(000 E4)
Name of the second seco		
Payroll Taxes		(382.64)
Refund Checks Payroll Taxes Charge backs Bank fees		(382.64) (100.00)
Payroll Taxes		(382.64) (100.00)
Payroll Taxes Charge backs Bank fees	Aug-20	(382.64) (100.00) (301.48)
Payroll Taxes Charge backs Bank fees End of Month Balance	Aug-20 Sep-20	(382.64) (100.00) (301.48) 360,127.00
Payroll Taxes Charge backs Bank fees End of Month Balance Cash Receipts Collected To Date in:	and the second second	(382.64) (100.00) (301.48) 360,127.00 101,539.91 2,121.44
Payroll Taxes Charge backs Bank fees End of Month Balance Cash Receipts Collected To Date in: Cash Receipts Collected To Date in:	Sep-20	(301.48) 360,127.00 101,539.91

East Sevier County Utility District, TN Treasury Report Summary of Cash and Investments July 31, 2020

Bank Account / Security	Maturity Date	Beginning Balance	Deposits	Interest Earned	Payments	Ending Balance
Checking Acct-Operations		336,176.20	96,023.23	-	(72,072.43)	360,127.00
Checking Acct-Alpine Road Funding		83,869.85	2,000.00	-		85,869.85
Checking Acct-Waste Water Plant	¥I	833.37	15	-	-	833.37
Cash on Hand		100.00	=	:	+	100.00
Total Cash and Investments		420,979.42	98,023.23	-	(72,072.43)	446,930.22

EAST SEVIER COUNTY UTILITY DISTRICT BILLING SUMMARY

DATE	WATER REVENUE		WATER GA	NO. OF	
	TOTAL	YTD TOTAL	TOTAL	YTD TOTAL	CUSTMRS
T 1 20	05.771				
Jul-20	35,771	35,771	2,928	2,928	247
Jun-20	19,948	241,664	1,032	12,014	247
May-20	19,393	221,715	911	10,982	247
Apr-20	19,479	202,322	956	10,071	246
Mar-20	20,417	182,843	979	9,115	248
Feb-20	18,829	162,426	761	8,136	246
Jan-20	19,615	143,597	931	7,375	246
Dec-19	19,456	123,982	883	6,444	246
Nov-19	26,715	104,527	1,740	5,561	247
Oct-19	19,447	77,812	930	3,821	247
Sep-19	19,745	58,365	964	2,891	246
Aug-19	19,662	38,620	950	1,927	246
Jul-19	18,958	18,958	977	977	246

EAST SEVIER COUNTY UTILITY DISTRICT BILLING SUMMARY

	SEWER REVENUE		SEWER GA	SEWER GALLONS (000s)		W&S CUSTMR
DATE	TOTAL	YTD TOTAL	TOTAL	YTD TOTAL	NO. OF CUSTMRS	RECEIPTS
Jul-20	60,359	60,359	1,554	1,554	816	85,621
Jun-20	49,449	572,773	621	7,531	814	95,517
May-20	48,576	523,324	528	6,910	811	82,140
Apr-20	48,098	474,748	576	6,382	806	86,379
Mar-20	48,235	426,650	569	5,806	799	78,211
Feb-20	46,901	378,415	452	5,237	788	79,590
Jan-20	47,529	331,514	605	4,785	784	68,926
Dec-19	46,625	283,985	491	4,180	782	91,695
Nov-19	54,957	237,360	1,438	3,689	778	65,064
Oct-19	46,455	182,403	543	2,251	777	88,106
Sep-19	46,158	135,947	522	1,708	774	83,813
Aug-19	45,454	89,790	510	1,186	769	78,394
Jul-19	44,335	44,335	676	676	762	88,359

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

August - 2020

Administrative

We are working to locate lines in the Preserve and coordinate a leak detection crew to visit the site.

Treatment

Treatment at the wells is monitored daily. Water treatment has improved since the installation of the filters at well C.

Treatment at the wastewater plant is effective. All monthly parameters were within permit limits.

Collection/Distribution

Installed water tap and meter at 1510 Sourwood Honey Drive.

Installed Effluent Flow Meters at Sherwood Forest.

Replaced pump at English Mountain WWTP Lift Station.

Sewer and water taps performed at residence at Black Oak and Dogwood.

Customer Service

Investigated odor complaint from resident of English Mountain Condos. Found break in service lateral coming from the English Mountain Recovery Center. Sent certified letter to Recovery Center who contracted Ivey Excavation to make necessary repairs.



Project Updates

The wastewater plant upgrade is expected to go out to bid in September. We have submitted all required information to the state and the permit has been issued. We are only waiting now for TDEC to give us approval to move forward.

Safety

August safety topic was Lockout/Tagout.

Regulatory

Monthly Water and Wastewater reports were successfully submitted to the Tennessee Department of Environment and Conservation.

Concerns for the Month

Well C storage tank level remains at a low level. Leak detection in the field yielded negative results. Running well pump in hand mode in order to meet daily demand for water. The well pump pumping rate is significantly lower than normal. Normal flow rate is 34 gpm, current flow rate is 24 gpm. SUEZ has been notified and we are waiting for scheduling.

Positives for the Month

Took delivery of 2 new ESCUD service trucks

Leak Repairs

Responded to several service calls at Smoky Mountain Ridge, Sherwood Forest and Douglas Lake.

Repaired 3" line leak at Wexford Way.