

**Town of Thompson's Station  
Utility Board  
Virtual Meeting Minutes  
August 19, 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 August 19, 2020, with the required quorum. The following statement was read by Chairman Risten:

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

This regular monthly meeting for August 19, 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 Risten, Alderman Brian Stover, Utility Board Members Bruce Difranisco, Skip Beasley, Finance Director Steve Banks, Wastewater Coordinator Kenny Bond, IT Coordinator Tyler Rainey, Town Recorder/Clerk Regina Fowler and Town Attorney Kirk Vandivort. Utility Board Members and Staff Mike Roberts, Brad Wilson and Ken McLawhon were absent. Charles Starck joined the remote meeting late. Additional virtual attendants were Matthew Johnson of Barge Design.

**Minutes:**

**Consideration of the June 24, 2020 regular Utility Board meeting were presented.**

Brian Stover made a motion to approve the June 24, 2020, regular Utility Board meeting minutes. The motion was seconded by Skip Beasley and carried unanimously.

**Roll Call Vote:**

	<u>VOTE</u>		<u>VOTE</u>		<u>VOTE</u>
<b>Skip Beasley</b>	<b>Yea</b>	<b>Bruce Difranisco</b>	<b>Yea</b>	<b>Jeff Risten</b>	<b>Yea</b>
<b>Mike Roberts</b>	<b>Absent</b>	<b>Charles Starck</b>	<b>Absent</b>	<b>Brian Stover</b>	<b>Yea</b>
		<b>Brad Wilson</b>	<b>Absent</b>		
<b>Yea</b>	<b>4</b>	<b>Nay</b>	<b>0</b>	<b>Absent</b>	<b>3</b>

**Motion carried.**

**1. System Operators Update:**

Kenny Bond noted that the system is now running in sync with the other drip fields. The disposal elimination is approximately 70 – 80 thousand gallons.

**2. Bridgemore I & I Update:**

Matthew Johnson – Barge Design stated that the smoke testing has been completed. We should receive the CCTV reports next month. Some defects such as broken clean out caps were detected; however, no substantial defects were found.

**3. Hill Property Construction Update:**

Matthew Johnson – Barge Design updated the UB Board on the completion of Milestone 1. The project is on schedule according to the contract at this time. The strainers will be installed at the plant once they have been received. The installation of the strainers should take approximately two days. Between the Hill Property and the Ozzad Property there should be a total of 48.49 acres once it goes online. A rough timetable to complete this job is approximately 1.5 years.

**4. Alexander Property Update:**

Matthew Johnson – Barge Design mentioned that the surveys have been completed. The Soil Scientist have indicated that an additional 4 acres will be added to the site bringing the total to 36.4 acres. The next step should be the Design Phase.

**5. MBR Project Update:**

Barge Staff and the Town's Wastewater staff recently met. Copies of deliverables were presented to staff for review. The Hill Property is projected to be 90% complete in early October. The UB Board noted the sense of urgency for this project and thinks that decisions should be discussed as to funding for this project (USDA was mentioned). Apparently there is a three month completion timeframe for paperwork to be completed. If the USDA is the direction that BOMA should choose to go, there is a requirement to review bid documents prior to the advertisement of a bid.

**Announcements:**

In reference to the MBR Project, and after much discussion, several Utility Board Members asked the following questions? "What is needed from BOMA? What is the estimate of cost for said project? What work can be completed concurrently? Also, a list of Milestones/Critical Path Schedule for this project needs to be completed immediately. Staff response was, BOMA will need to increase debt limit requirements to include two readings from BOMA for completion of said increase. Budget Amendments will also need to be determined.

Alderman Stover requested a weekly update from the Town Administrator for the MBR Project.

Skip Beasley inquired as to whether there was a Water Taps Policy in place. He wants to know once the drip fields are complete, who would receive water taps and in what order would they receive them?

Steve Banks noted that a new wastewater billing system will go on-line November 1, 2020 for ease of making wastewater payments.

**Adjourn:**

There being no further business, the meeting adjourned at 6:45 p.m.

  
\_\_\_\_\_  
**Chairman, Jeff Risdan**