

METROPOLITAN LYNCHBURG MOORE  
UTILITY DEPARTMENT  
BOARD MEETING  
DECEMBER 10, 2024

The Metro Utility Board meeting scheduled for December 10, 2024, at 6:00 P.M. was called to order by Barry Posluszny, Chairperson. Members' present: Glen Thomas, Charles Johnston, Darrel Richards, and Greg Guinn.

Visitors: Moore County News, Lorie Fisher, Margaret Readus, Rance Frye, Kevin Holder, The Observer Newspaper

Margaret Readus- attended the meeting regarding concerns she had about her most recent water bill. She stated her previous bill was 9400 gallons and cost \$349.80. Her most recent bill received was 2600 gallons and cost \$606.48. Katie Goodwin asked Ms. Readus if she brought the printout provided by the office that reflected the meter change out. Katie explained that when meter change outs are completed, the bills do not reflect the consumption used on both meters it is only reflecting the consumption on the old meter. Mr. Richards explained that he experienced the same situation when his meter was changed and further explained how the consumption on her most recent bill was calculated. Katie Goodwin asked Ms. Readus to come back to the office the following day to receive further information and explanation on how the consumption on her most recent bill was calculated.

Glen Thomas made a motion to approve November 12,2024 Board Meeting Minutes. Seconded by Greg Guinn. All in favor.

Lorie Fisher- Attended the meeting to give an update on the Moore County ARP project.  
\$259,000- Water Line Upgrade with Heathcoat & Davis  
\$250,000- Asset Management Plan with LJA Engineering  
\$2,000,000- Phase II Sewer Rehab with LJA Engineering  
She stated that all projects across the State of Tennessee who received a grant need to have plans and specs sixty percent completed by the middle of January. M.U.D. has met this requirement and already bid the project. Ms. Fisher stated the M.U.D wanted to use Sewer Rehab phase 1 as the matching contribution of a little over 2 million dollars. She has submitted all previous invoices from Pipeworks and answered any questions the state had and received credit for the 2-million-dollar match. Ms. Fisher uploaded outstanding Engineering bills totaling \$97,455.00. The engineering invoices made it through the first 2 steps of approval when Lorie was presented with additional questions regarding the invoices. She worked with Travis Wilson and believed to have resolved the issues and would be able to proceed. Ms. Fisher wanted to offer this information at the meeting so that the board could put a face with the name and know that she is working hard to take care of this for the Utility. Glen Thomas wanted to confirm that M.U.D is not having to spend any additional funds to receive the match. Ms. Fisher confirmed that it was correct.

Revised contract for Retreat at Whiskey Creek: Barry Posluszny asked if everyone had a chance to review the contract and if there were any questions. Glen Thomas made a motion

to approve the contact, seconded by Charles Johnston. Discussion: Barry Posluszny asked Rance Frye if he was ready to execute the contract to which he stated he was not. Chip Hayes experienced a health issue and was not able to attend the meeting. Mr. Frye stated he could speak on behalf of the company, but could not sign anything; however, Mr. Hayes was ready to sign the contract. Mr. Posluszny explained the board has accepted the contract as it is written and that once the contract is voted, it can not be executed until Mr. Hayes brings a check for \$10,663.75. Mr. Thomas asked to amend his motion to include that Barry not sign the contract until the Utility has received the check for \$10,663.75. Roll call vote to accept the contact as written. Darrell – yes, Glen – yes, Charles – yes, Greg – yes, Barry – yes.

Engineer's Report: Bryant was unable to attend the meeting. Ronnie Cunningham provided the following information on Bryant's behalf. Ronnie and Bryant met with Tullahoma Utilities Authority and Winchester Utilities on Monday, December 9, 2024, about buying water from them. Both utility companies were still in the process of figuring out the financial aspect of what upgrades would need to be completed for M.U.D to purchase more water from TUA and Winchester Utility. Mr. Posluszny asked where the additional water would be going. Mr. Cunningham stated the water from Winchester would assist in filling the Griffin Tank and the water from Tullahoma would be used as needed. Barry asked if M.U.D would be responsible for paying for the necessary upgrades to Tullahoma and Winchester's systems. Ronnie confirmed that is correct. Tullahoma Utilities stated we would have to upgrade the water line on their side down Lincoln Street from a 6" line to a 10" line. Mr. Thomas asked why we would have to upgrade the line when the 6" line is currently working fine for us to purchase water from them. Ronnie explained we would have to put in a pump station in order to get water from Tullahoma to the Griffin Tank, which would require a 10" line verses the existing 6". Ronnie explained that at this time, we do not know what the cost would be to make the upgrades. He also gave the example that if we were going to have to spend 4 million dollars to upgrade Tullahoma or Winchester's system to support our needs, we could use the 4 million dollars to upgrade our own system where we know we have multiple leaks and potentially update our water plant and/or transmission line from the lake. Mr. Cunningham also explained that Tullahoma would require us to buy water from them for at least 40+ years if we chose to make the upgrades to their system.

Phase II of the Sewer Rehab is scheduled to begin on January 13, 2025.

Managers' Report: Ronnie Cunningham- A quote was given to the board for the potential water line extension from Turkey Creek Church Road to Turkey Creek Road at the first bridge. The quote given was only for material cost at \$69,246.70. The amount does not take into consideration possible equipment rental or contracting the project out. Total there would be about 10 new customers who would be serviced by extending the line. Greg asked if this would be a project that the Utility funds or if the new customers would fund the project. Glen asked if a 4" line would work in that area instead of 6" line. Ronnie said he would have to re-quote the material cost on a 4" line. Further discussion was made to determine who would financially be responsible for having the line extended. It was decided that Ronnie would get a new quote for 4" line instead of 6" line. Greg Guinn

suggested offering a payment plan to the customer who would want to tie onto the line. This would allow the customer to have city water and not have to pay a large sum up front.

The next item on the Managers report was needing approval to extend the water line to Wiggins Avenue and Church Street. Glen Thomas made a motion to approve the line extension due to a change order. Darrel seconded the motion. Barry asked if there would be extra money needed to make this change. Ronnie confirmed that the work is being done with the same funds originally agreed and voted on. There may be a small fee for extra gravel needed but that would be it. Roll Call: Darrell—yes, Greg – yes, Charles – yes, Glen—yes, Barry – yes.

Further discussion: Barry Posluszny mentioned he had visited the Utility and received some good news regarding water loss from Kevin Holder, M.U.D Employee. Mr. Posluszny went on to explain that Kevin had found several meters in our system that were programmed incorrectly. Mr. Holder has reprogrammed those meters and discovered the misbilled consumption had updated. Kevin took a few moments to explain to the board about the truncation of the meters and how it was set incorrectly on a large portion of the meters resulting in too many numbers being left off the reading; therefore, consumption was underbilled. Kevin gave the example of Jack Daniel's meter at Coy Hill. After the truncation on that one meter was fixed, it was discovered that over 250,000 gallons of water a month was not being billed. Kevin explained how the meter system must go through three different steps before the readings can ever hit the billing software. Kevin took the time to answer several questions the board had regarding the programming of meters, how the new meters are read with the decimal, and our process of notifying customers of possible leaks. Barry Posluszny made a recommendation to the staff that all training is available for Kevin to go to regarding his position as a meter tech, he should be made available to attend at the Utility's expense. He also recommended that Kevin receive pay increases once he completes training related to meter tech duties. Mr. Posluszny also recommended the staff hire some help to assist Kevin with locating these discrepancies and getting the meters updated and programmed at a faster rate. Greg Guinn asked if we had an update from eSource. Ronnie stated we haven't heard an update from them since Katie sent all the requested data to them. Greg asked Katie if she would follow up with eSource to let them know our board is asking for a report of their progress.

Barry brought up the topic of how fire departments report their usage to M.U.D. Different scenarios were discussed and it was determined that Mark Neal provides the necessary information to M.U.D each month. Barry suggested we may need to have a policy that states all agencies that hook up to a public hydrant need to notify the department within 30 days to report the consumption.

The question was asked if we had plans to replace the big meters at Jack Daniels. Kevin explains the large meter at South is a fire flow meter, which is only about 80% accurate. Ronnie explained we have the 6" Kamstrup meter to replace the fire flow meter at South with; however, we are waiting on the parts needed to change the meter out.

Barry inquired about the status on the letter being drawn up to send to Jack Daniels for the impact fee. Ronnie stated he was going to meet the new Attorney on Monday, December 16, 2024, after the council meeting, and the attorney would start working on the letter.

Glen Thomas brought up a point regarding the date we complete billing each month. For example, in November, we completed billing on November 27, 2024, and our water loss was 54%. Water loss is figured based on how much water is finished at the water plant through the last day of each month; therefore, in November, the water plant continued to finish water for four days after billing was completed. Mr. Thomas suggested that office staff complete billing on the first business day after the last day of the month. By doing so, the amount of water billed during the month will better align with the amount of water being finished at the water plant. It was agreed upon that the billing for December would be completed on the first business day in January. The readings would be pulled for December 31, 2024, at midnight.

Greg Guinn wanted to reiterate to Ronnie that if there is additional help needed getting the meters changed or with the meter workload, he needs to let the board know so that we can decide if a part-time employee would be necessary. Glen mentioned we don't need to take 5 years to change all the meters out. If we can get extra help, we can try to have all the meters changed out within a year or so. Mr. Thomas asked Kevin what is required to change the meters out. Kevin explained you have to take two trips to each location when doing a meter change out. The first trip is to physically put the meter in the ground, set the GPS coordinates, and then return to the office for the office staff to update the meter information in the billing system. Then a second trip to the meter is made to program the MIU with the handheld to associate the meter and MIU to match the billing system. Ronnie said at the first of the year, we would sit down and see how many meters we have that have already been ordered and determine how many more meters we need. Ronnie also told the board that we are trying to get the eyeball that is needed to program the Kamstrup meters to line up with Zenner AMI system so that we do not have to have someone from Core and Main to come and program the new meters when we received them.

With no further business, Greg Guinn made a motion to adjourn. Motion seconded by Darrel Richards. All in favor. None opposed.

The meeting was adjourned at 7:38 p.m.

---

Barry Posluszny, Chairman