

## AGENDA

Hartsville-Trousdale Water & Sewer Utility District of  
Hartsville/Trousdale County, Tennessee

### DATE AND TIME

August 24, 2021, at 5:00 pm

### PLACE OF MEETING

Trousdale County Courthouse  
200 East Main Street  
Hartsville, TN. 37074

### ORDER OF BUSINESS

1. Roll call and determination of quorum.
2. Approval of July 2021, Meeting Minutes and Revised June 2021 Minutes.
3. Approval of July 2021 Financial reports.
4. Water Loss Report.
5. Engineering Report Evan White Mid-Tenn. Engineering
  - Approval for 20 Year Growth Plan Study.
  - Approval for Water Service Feasibility Study for unserved areas in Trousdale County.
6. General Manager Report:
  - Increase in Withdrawal of Source Water from the Cumberland River.
  - Branstetter Stanch & Jennings PLLC Retainer Agreement Utility Law Specialist.
  - Approval for Halltown Rd. (@1300 ft) and Bridal Path (@400 ft) Water Line Loop projects.
7. Public Comments
8. Board Members Comments
9. Adjournment

July 27, 2021  
Hartsville-Trousdale County  
Water & Sewer Utility District  
Meeting of Board of Commissioners

Board members present were, Craig Moreland, Stephen Chambers, Heather Bay, Mark White, and Dwight Jewell. Others attending were Tommy McFarland, Chris Gregory, Evan White, Bill Ferguson, and Mary Dale Welch.

Chairman Moreland called the meeting to order.

The minutes of the June 22 and July 6 meeting minutes were approved on a motion made by Dwight Jewell and second by Mark White.

Stephen Chambers made a motion to bring back an issue previously voted on, being the approval of the June 1<sup>st</sup> minutes. Dwight Jewell second the motion. The motion was passed. Stephen Chambers then made a motion amend the minutes to remove Dwight Jewell's name as the no vote on the June 1<sup>st</sup> minutes. Dwight Jewell second the motion. The motion passed. Stephen Chambers then made a motion for the minutes to reflect the original motion for the shop building passed with a 4 to 1 vote.

The June financials were approved on a motion made by Mark White and second by Heather Bay.

Tommy is working on completing the water loss report for the end of the year. This must be completed for the comptroller's office.

Evan White, Mid Tenn. Engineering reported that the State (SRF) is still requesting information. CDBG 2019 has been closed.

Chairman Moreland reported that he, Tommy, Mayor Chambers and Evan White attended a meeting to discuss regional water distribution. This was the first meeting held with several parties involved. There are many questions to be answered. There are funds available under 219? For projects such as this.

Tommy identified to the Board two sections of the water system that need to be tied in. One on Halltown Road and one on Bridal Path. The Board ask that he get quotes on the amount of each section.

Mark White made the statement that he felt the water board should make every effort to get water to all residents in Trousdale County. Stephen Chambers said the grant and loan money available are based on population density, therefore the area that does not have water has few residents. Tommy stated that Evan, with the model he has of the water system, could identify the areas and the cost associated with installing lines to those areas.

Tommy presented to the Board the Bad Debt Write offs for year ending 2021 of \$17,088.75. The Board ask the Tommy look into contacting a collection agency to collect the bad debts.

Stephen Chambers made a motion to move future meetings to the county courthouse as the new AV system is up and running. Heather Bay second the motion. The motion passed.

Dwight Jewell made a motion to adjourn.

June 1, 2021  
Hartsville-Trousdale County  
Water & Sewer Utility District  
Called Meeting of Board of Commissioners

A special called meeting of the Hartsville Trousdale Water Board was held on June 1, 2021, the purpose of the meeting was

1. The lifting of the moratorium that had been placed on Old Hickory Lake
2. Discussion of the proposed bids for the shop/ office building.

All Board members were present, along with Chris Gregory, Evan White, Tommy McFarland, and Mary Dale Welch. Attending via Zoom were Amanda Burt, and Krystal Tingle with USACE, Robby Baker and Lee Barber with TDEC.

USACE did a presentation outlining the process to request more water withdrawal from the Cumberland River.

The Board was presented with 2 bids for the proposed shop building. Phoenix Commercial Builders at \$1,243,700 and WO Construction at \$1,288,000.00. After much discussion, a motion was made by Heather Bay to contract Phoenix Commercial Builders, allowing them to purchase the steel for the building at \$1, 243,700.00. Mark White second the motion. The motion passed with a 4 to 1 vote.

Dwight Jewell made a motion to adjourn the meeting.

**Hartsville Trousdale Water and Sewer**  
**Budget To Actual: 2021-2022**  
**for Accounting Period 07/31/2021**

Account Number	Account Description	Budget	12 Month Ave.	Budget Period	YTD Actual	Variance	
204-43190	OTHER GEN SERV- SEWER/CON	\$ 1,021,801.83	\$ 85,150.15	\$ 85,150.15	\$ 88,152.40	\$ (3,002.25)	
204-43191	WATER SALES	\$ 2,305,495.91	\$ 192,124.66	\$ 192,124.66	\$ 217,209.53	\$ (25,084.87)	
204-43193	WATER TAP SALES	\$ 245,328.75	\$ 20,444.06	\$ 20,444.06	\$ 10,350.00	\$ 10,094.06	
204-43194	SERVICE CHARGES	\$ 158,664.83	\$ 13,222.07	\$ 13,222.07	\$ 37,987.46	\$ (24,765.39)	
204-44110	INVESTMENT INCOME	\$ 48,172.73	\$ 4,014.39	\$ 4,014.39	\$ (103.88)	\$ 4,118.27	
204-44120	LEASE/RENTALS - CITY	\$ 7,200.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ -	
204-44530	SALE OF EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	
204-44560	DAMAGES RECOVERED FROM INDIVIDUALS	\$ -	\$ -	\$ -	\$ -	\$ -	
204-44570	CONTRIBUTIONS AND GIFTS	\$ -	\$ -	\$ -	\$ -	\$ -	
204-49700	INSURANCE RECOVERY	\$ -	\$ -	\$ -	\$ -	\$ -	
204-47590	OTHER FED THRU STATE(GRANT - SEWER	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Revenue Total</b>	<b>With Grants</b>	<b>\$ 3,786,664.05</b>	<b>\$ 315,555.34</b>	<b>\$ 315,555.34</b>	<b>\$ 354,195.51</b>	<b>\$ (38,640.17)</b>	<b>19.30%</b>
<b>Revenue Total</b>	<b>Without Grants</b>	<b>\$ 3,786,664.05</b>	<b>\$ 315,555.34</b>	<b>\$ 315,555.34</b>	<b>\$ 354,195.51</b>	<b>\$ (38,640.17)</b>	<b>19.30%</b>
<b>Expense Total</b>		<b>\$ 3,488,071.11</b>	<b>\$ 290,672.59</b>	<b>\$ 290,672.59</b>	<b>\$ 296,896.06</b>	<b>\$ (6,223.47)</b>	
<b>Total Public Utilities</b>		<b>\$ 298,592.94</b>	<b>\$ 24,882.75</b>	<b>\$ 24,882.75</b>	<b>\$ 57,299.45</b>	<b>\$ (32,416.71)</b>	

Year: 2021  
 Period: July  
 Period Begin: 7/1/2021  
 Period End: 7/31/2021  
 Budget Amounts: Original

Hartsville Trousdale Water and Sewer

Income Statement

Account	July Actual Balance	2021 YTD Actual Balance	YTD Budget Total	YTD Budget Remaining
<b>INCOME</b>				
204-43190-0000-001 OTHER GENERAL SERVICES CONNECTION FEE	(\$1,450.00)	(1,450.00)	(\$13,554.92)	(\$12,104.92)
204-43190-0000-002 OTHER GENERAL SERVICES SEWER SALES	(\$84,527.40)	(84,527.40)	(\$987,914.54)	(\$903,387.14)
204-43190-0000-003 OTHER GENERAL SERVICES CONNECTION FEES	(\$2,175.00)	(2,175.00)	(\$20,332.37)	(\$18,157.37)
<b>Sewer/ connections</b>	<b>(\$88,152.40)</b>	<b>(88,152.40)</b>	<b>(\$1,021,801.83)</b>	<b>(\$933,649.43)</b>
204-43191-0000-001 WATER SALES CITY	(\$85,908.58)	(85,908.58)	(\$922,198.96)	(\$836,290.38)
204-43191-0000-003 WATER SALES RURAL	(\$131,300.95)	(131,300.95)	(\$1,383,296.95)	(\$1,251,996.00)
<b>Water Sales</b>	<b>(\$217,209.53)</b>	<b>(217,209.53)</b>	<b>(\$2,305,495.91)</b>	<b>(\$2,088,286.38)</b>
204-43193-0000-001 TAP SALES CITY	\$0.00	0.00	(\$81,776.25)	(\$81,776.25)
204-43193-0000-002 TAP SALES SEWER	(\$1,000.00)	(1,000.00)	(\$81,776.25)	(\$80,776.25)
204-43193-0000-003 TAP SALES RURAL	(\$9,350.00)	(9,350.00)	(\$81,776.25)	(\$72,426.25)
<b>Tap Sales</b>	<b>(\$10,350.00)</b>	<b>(10,350.00)</b>	<b>(\$245,328.75)</b>	<b>(\$234,978.75)</b>
204-43194-0000-001 SERVICE CHARGES CITY	(\$34,452.48)	(34,452.48)	(\$23,994.73)	\$10,457.75
204-43194-0000-002 SERVICE CHARGES SEWER	(\$649.48)	(649.48)	(\$98,678.00)	(\$98,028.52)
204-43194-0000-003 SERVICE CHARGES RURAL	(\$2,885.50)	(2,885.50)	(\$35,992.10)	(\$33,106.60)
<b>Service Charges</b>	<b>(\$37,987.46)</b>	<b>(37,987.46)</b>	<b>(\$158,664.83)</b>	<b>(\$120,677.37)</b>
204-44110-0000-001 INVESTMENT INCOME CITY	\$103.88	103.88	(\$48,172.73)	(\$48,276.61)
<b>Investment Income</b>	<b>\$103.88</b>	<b>103.88</b>	<b>(\$48,172.73)</b>	<b>(\$48,276.61)</b>
204-44120-0000-001 LEASE/RENTALS CITY	(\$600.00)	(600.00)	(\$7,200.00)	(\$6,600.00)
<b>Lease Rentals</b>	<b>(\$600.00)</b>	<b>(600.00)</b>	<b>(\$7,200.00)</b>	<b>(\$6,600.00)</b>
204-44530-0000-001 SALE OF EQUIPMENT	\$0.00	0.00	\$0.00	\$0.00
<b>Sale of Equipment</b>	<b>\$0.00</b>	<b>0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
204-44560-0000-003 DAMAGES RECOVERED FROM INDIVIDUALS	\$0.00	0.00	\$0.00	\$0.00
<b>Dmages Recovered</b>	<b>\$0.00</b>	<b>0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
204-44570-0000-003 CONTRIBUTIONS AND GIFTS	\$0.00	0.00	\$0.00	\$0.00
204-44990-0000-001 OTHER REVENUE(BAD DEBT RECOVERY)	\$0.00	0.00	\$0.00	\$0.00
204-47590-0000-001 OTHER FEDERAL THRU STATE	\$0.00	0.00	\$0.00	\$0.00
<b>Grants/Contributions</b>	<b>\$0.00</b>	<b>0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Revenue</b>	<b>(\$354,195.51)</b>	<b>(\$354,195.51)</b>	<b>(\$3,786,664.05)</b>	<b>(\$3,432,468.54)</b>

**EXPENSES**

204-55900-0105-001 EMPLOYEE WAGES- SUPERVISOR	\$1,937.04	1,937.04	\$25,338.99	\$23,401.95
204-55900-0105-002 EMPLOYEE WAGES SUPERVISOR SEWER	\$1,937.04	1,937.04	\$25,338.99	\$23,401.95
204-55900-0105-003 EMPLOYEE WAGES SUPERVISOR RURAL	\$2,519.00	2,519.00	\$25,338.95	\$22,819.95
<b>Supervisor</b>	<b>\$6,393.08</b>	<b>6,393.08</b>	<b>\$76,016.93</b>	<b>\$69,623.85</b>
204-55900-0162-001 EMPLOYEE WAGES CLERICAL CITY	\$3,551.81	3,551.81	\$51,633.97	\$48,082.16
204-55900-0162-002 EMPLOYEE WAGES CLERICAL SEWER	\$3,695.27	3,695.27	\$17,602.49	\$13,907.22
204-55900-0162-003 EMPLOYEE WAGES CLERICAL RURAL	\$4,670.37	4,670.37	\$77,450.96	\$72,780.59
<b>Clerical</b>	<b>\$11,917.45</b>	<b>11,917.45</b>	<b>\$146,687.42</b>	<b>\$134,769.97</b>
204-55900-0187-001 EMPLOYEE WAGES OVERTIME CITY	\$3,455.26	3,455.26	\$35,432.12	\$31,976.86
204-55900-0187-003 EMPLOYEE WAGES OVERTIME RURAL	\$5,536.87	5,536.87	\$53,148.19	\$47,611.32
204-55900-0187-002 EMPLOYEE WAGES OVERTIME SEWER	\$476.74	476.74	\$6,667.33	\$6,190.59
<b>Employee Wages</b>	<b>\$9,468.87</b>	<b>9,468.87</b>	<b>\$95,247.64</b>	<b>\$85,778.77</b>
204-55900-0188-003 EMPLOYEE WAGES BONUS RURAL	\$0.00	0.00	\$6,672.90	\$6,672.90
204-55900-0188-001 EMPLOYEE WAGES BONUS CITY	\$0.00	0.00	\$4,448.60	\$4,448.60
204-55900-0188-002 EMPLOYEE WAGES BONUS SEWER	\$0.00	0.00	\$3,328.50	\$3,328.50
<b>Employee Bonus</b>	<b>\$0.00</b>	<b>0.00</b>	<b>\$14,450.00</b>	<b>\$14,450.00</b>
204-55900-0189-001 EMPLOYEE WAGES OTHER SALARY CITY	\$15,843.15	15,843.15	\$172,099.10	\$156,255.95
204-55900-0189-002 EMPLOYEE WAGES OTHER SALARY SEWER	\$11,697.36	11,697.36	\$159,132.73	\$147,435.37
204-55900-0189-003 EMPLOYEE WAGES OTHER SALARY RURAL	\$20,855.87	20,855.87	\$258,148.65	\$237,292.78
<b>Employee Wages</b>	<b>\$48,396.38</b>	<b>48,396.38</b>	<b>\$589,380.48</b>	<b>\$540,984.10</b>
204-55900-0191-001 BOARD MEMBERS SALARY	\$450.00	450.00	\$3,600.00	\$3,150.00
<b>Board Members</b>	<b>\$450.00</b>	<b>450.00</b>	<b>\$3,600.00</b>	<b>\$3,150.00</b>
204-55900-0196-001 IN SERVICE TRAINING CITY	\$62.00	62.00	\$4,019.40	\$3,957.40
204-55900-0196-002 IN-SERVICE TRAINING	\$0.00	0.00	\$1,116.50	\$1,116.50
204-55900-0196-003 IN SERVICE TRAINING RURAL	\$75.00	75.00	\$6,029.10	\$5,954.10
<b>In service Training</b>	<b>\$137.00</b>	<b>137.00</b>	<b>\$11,165.00</b>	<b>\$11,028.00</b>
204-55900-0201-001 EMPLOYEE BENEFIT SOCIAL SECURITY CITY	\$2,066.56	2,066.56	\$19,562.08	\$17,495.52
204-55900-0201-002 EMPLOYEE BENEFIT SOCIAL SECURITY SEWER	\$1,081.17	1,081.17	\$14,608.05	\$13,526.88
204-55900-0201-003 EMPLOYEE BENEFIT SOCIAL SECURITY RURAL	\$2,498.17	2,498.17	\$29,343.14	\$26,844.97
<b>Social security</b>	<b>\$5,645.90</b>	<b>5,645.90</b>	<b>\$63,513.27</b>	<b>\$57,867.37</b>
204-55900-0204-001 EMPLOYEE BENEFIT STATE RETIREMENT CITY	\$1,173.87	1,173.87	\$18,373.48	\$17,199.61
204-55900-0204-002 EMPLOYEE BENEFIT STATE RETIREMENT SEWER	\$634.78	634.78	\$6,124.50	\$5,489.72
204-55900-0204-003 EMPLOYEE BENEFIT STATE RETIREMENT RURAL	\$1,749.41	1,749.41	\$20,868.64	\$19,119.23
<b>Retirement</b>	<b>\$3,558.06</b>	<b>3,558.06</b>	<b>\$45,366.62</b>	<b>\$41,808.56</b>
204-55900-0207-001 EMPLOYEE BENEFIT MEDICAL CITY	\$2,802.28	2,802.28	\$28,108.08	\$25,305.80
204-55900-0207-002 EMPLOYEE BENEFIT MEDICAL SEWER	\$1,560.56	1,560.56	\$20,989.80	\$19,429.24
204-55900-0207-003 EMPLOYEE BENEFIT MEDICAL RURAL	\$4,203.36	4,203.36	\$42,162.12	\$37,958.76
<b>Medical Insurance</b>	<b>\$8,566.20</b>	<b>8,566.20</b>	<b>\$91,260.00</b>	<b>\$82,693.80</b>

Account		July Actual Balance	2021 YTD Actual Balance	YTD Budget Total	YTD Budget Remainng
204-55900-0301-001	ACCOUNTING SERVICES	\$0.00	0.00	\$4,171.75	\$4,171.75
<b>Accounting</b>		<b>\$0.00</b>	<b>0.00</b>	<b>\$4,171.75</b>	<b>\$4,171.75</b>
204-55900-0307-001	COMMUNICATION CITY	\$523.27	523.27	\$10,200.00	\$9,676.73
204-55900-0307-002	COMMUNICATION SEWER	\$203.65	203.65	\$4,500.00	\$4,296.35
204-55900-0307-003	COMMUNICATION RURAL	\$854.87	854.87	\$15,300.00	\$14,445.13
<b>Communication</b>		<b>\$1,581.79</b>	<b>1,581.79</b>	<b>\$30,000.00</b>	<b>\$28,418.21</b>
204-55900-0317-001	DATA PROCESSING CITY	\$1,071.99	1,071.99	\$22,333.34	\$21,261.35
204-55900-0317-002	DATA PROCESSING SEWER	\$1,071.99	1,071.99	\$22,333.33	\$21,261.34
204-55900-0317-003	DATA PROCESSING RURAL	\$2,043.98	2,043.98	\$22,333.33	\$20,289.35
<b>Data Processing</b>		<b>\$4,187.96</b>	<b>4,187.96</b>	<b>\$67,000.00</b>	<b>\$62,812.04</b>
204-55900-0320-001	DUES AND MEMBERSHIPS CITY	\$528.00	528.00	\$1,749.32	\$1,221.32
204-55900-0320-002	DUES AND MEMBERSHIPS SEWER	\$0.00	0.00	\$583.11	\$583.11
204-55900-0320-003	DUES AND MEMBERSHIPS RURAL	\$1,022.88	1,022.88	\$2,332.43	\$1,309.55
<b>Dues and Memberships</b>		<b>\$1,550.88</b>	<b>1,550.88</b>	<b>\$4,664.86</b>	<b>\$3,113.98</b>
204-55900-0321-001	ENGINEERING SERVICES	\$0.00	0.00	\$3,416.66	\$3,416.66
204-55900-0321-002	ENGINEERING SERVICES	\$0.00	0.00	\$3,416.66	\$3,416.66
204-55900-0321-003	ENGINEERING SERVICES	\$0.00	0.00	\$3,416.68	\$3,416.68
<b>Engineering Services</b>		<b>\$0.00</b>	<b>0.00</b>	<b>\$10,250.00</b>	<b>\$10,250.00</b>
204-55900-0332-001	LEGAL NOTICES, RECORDINGS CITY	\$0.00	0.00	\$333.33	\$333.33
204-55900-0332-002	LEGAL NOTICES, RECORDINGS SEWER	\$0.00	0.00	\$333.33	\$333.33
204-55900-0332-003	LEGAL NOTICES, RECORDINGS RURAL	\$0.00	0.00	\$333.34	\$333.34
<b>Legal Notices</b>		<b>\$0.00</b>	<b>0.00</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>
204-55900-0335-001	MAINTENANCE REPAIRS BUILDING CITY	\$0.00	0.00	\$1,000.00	\$1,000.00
204-55900-0335-002	MAINTENANCE REPAIR BLD SEWER	\$0.00	0.00	\$1,000.00	\$1,000.00
204-55900-0335-003	MAINTENANCE REPAIR BUILDING RURL	\$0.00	0.00	\$1,000.00	\$1,000.00
<b>Maintenance Buildings</b>		<b>\$0.00</b>	<b>0.00</b>	<b>\$3,000.00</b>	<b>\$3,000.00</b>
204-55900-0336-001	MAINTENANCE REPAIR EQUIPMENT CITY	\$756.11	756.11	\$18,393.33	\$17,637.22
204-55900-0336-002	MAINTENANCE REPAIR EQUIPMENT SEWER	\$0.00	0.00	\$18,393.34	\$18,393.34
204-55900-0336-003	MAINTENANCE REPAIR EQUIPMENT RURAL	\$1,134.23	1,134.23	\$18,393.33	\$17,259.10
<b>Maintenance equipment</b>		<b>\$1,890.34</b>	<b>1,890.34</b>	<b>\$55,180.00</b>	<b>\$53,289.66</b>
204-55900-0337-001	MAINTENANCE/ REPAIR OFFICE EQUIPMENT	\$0.00	0.00	\$929.66	\$929.66
204-55900-0337-002	MAINTENACNE/REPAIRS OFFICE EQUIPMENT	\$0.00	0.00	\$929.66	\$929.66
204-55900-0337-003	MAINTENACNE/REPAIRS OFFICE EQUIPMENT	\$0.00	0.00	\$929.68	\$929.68
<b>Maintenance Office Equipment</b>		<b>\$0.00</b>	<b>0.00</b>	<b>\$2,789.00</b>	<b>\$2,789.00</b>
204-55900-0338-001	MAINTENANCE REPAIR VEHICLES CITY	\$1,236.97	1,236.97	\$5,000.00	\$3,763.03
204-55900-0338-002	MAINTENANCE REPAIR VEHICLES SEWER	\$64.98	64.98	\$5,000.00	\$4,935.02
204-55900-0338-003	MAINTENANCE REPAIR VEHICLES RURAL	\$1,671.07	1,671.07	\$5,000.00	\$3,328.93
<b>Maintenance Vehicles</b>		<b>\$2,973.02</b>	<b>2,973.02</b>	<b>\$15,000.00</b>	<b>\$12,028.98</b>
204-55900-0348-001	POSTAL CHARGES CITY	\$0.00	0.00	\$3,970.00	\$3,970.00
204-55900-0348-002	POSTAL CHARGES SEWER	\$0.00	0.00	\$3,970.00	\$3,970.00
204-55900-0348-003	POSTAL CHARGES RURAL	\$100.00	100.00	\$3,970.00	\$3,870.00
<b>Postal Charges</b>		<b>\$100.00</b>	<b>100.00</b>	<b>\$11,910.00</b>	<b>\$11,810.00</b>
204-55900-0355-001	TRAVEL	\$0.00	0.00	\$1,000.00	\$1,000.00
204-55900-0355-002	TRAVEL	\$0.00	0.00	\$500.00	\$500.00
204-55900-0355-003	TRAVEL	\$0.00	0.00	\$1,000.00	\$1,000.00
<b>Travel</b>		<b>\$0.00</b>	<b>0.00</b>	<b>\$2,500.00</b>	<b>\$2,500.00</b>
204-55900-0359-002	DISPOSAL FEES	\$778.48	778.48	\$7,343.00	\$6,564.52
<b>Disposal Fees</b>		<b>\$778.48</b>	<b>778.48</b>	<b>\$7,343.00</b>	<b>\$6,564.52</b>
204-55900-0361-001	PERMITS CITY	\$0.00	0.00	\$4,800.00	\$4,800.00
204-55900-0361-002	PERMITS SEWER	\$0.00	0.00	\$3,000.00	\$3,000.00
204-55900-0361-003	PERMITS RURAL	\$0.00	0.00	\$7,200.00	\$7,200.00
<b>Permits</b>		<b>\$0.00</b>	<b>0.00</b>	<b>\$15,000.00</b>	<b>\$15,000.00</b>
204-55900-0399-001	OTHER CONTRACTED SERVICES CITY	\$1,400.00	1,400.00	\$4,800.00	\$3,400.00
204-55900-0399-002	OTHER CONTRACTED SERVICES SEWER	\$5,000.00	5,000.00	\$3,000.00	(\$2,000.00)
204-55900-0399-003	OTHER CONTRACTED SERVICES RURAL	\$2,175.00	2,175.00	\$7,200.00	\$5,025.00
<b>Other Contracted services</b>		<b>\$8,575.00</b>	<b>8,575.00</b>	<b>\$15,000.00</b>	<b>\$6,425.00</b>
204-55900-0415-001	ELECTRICITY CITY	\$4,431.38	4,431.38	\$70,315.04	\$65,883.66
204-55900-0415-002	ELECTRICITY SEWER	\$12,068.09	12,068.09	\$133,494.16	\$121,426.07
204-55900-0415-003	ELECTRICITY RURAL	\$7,964.05	7,964.05	\$86,190.80	\$78,226.75
<b>Electricity</b>		<b>\$24,463.52</b>	<b>24,463.52</b>	<b>\$290,000.00</b>	<b>\$265,536.48</b>
204-55900-0425-001	GASOLINE CITY	\$1,280.38	1,280.38	\$12,490.92	\$11,210.54
204-55900-0425-002	GASOLINE SEWER	\$295.90	295.90	\$3,469.70	\$3,173.80
204-55900-0425-003	GASOLINE RURAL	\$1,940.08	1,940.08	\$18,736.38	\$16,796.30
<b>Gasoline</b>		<b>\$3,516.36</b>	<b>3,516.36</b>	<b>\$34,697.00</b>	<b>\$31,180.64</b>
204-55900-0434-001	NATURAL GAS CITY	\$575.94	575.94	\$1,891.38	\$1,315.44
204-55900-0434-002	NATURAL GAS SEWER	\$418.18	418.18	\$1,396.49	\$978.31
204-55900-0434-003	NATURAL GAS RURAL	\$863.91	863.91	\$2,837.09	\$1,973.18
<b>Natural Gas</b>		<b>\$1,858.03</b>	<b>1,858.03</b>	<b>\$6,124.96</b>	<b>\$4,266.93</b>
204-55900-0435-001	OFFICE SUPPLIES CITY	\$214.55	214.55	\$2,089.22	\$1,874.67
204-55900-0435-002	OFFIC SUPPLIES SEWER	\$200.73	200.73	\$1,069.78	\$889.05
204-55900-0435-003	OFFICE SUPPLIES RURAL	\$221.43	221.43	\$3,133.84	\$2,912.41
<b>Office Supplies</b>		<b>\$636.71</b>	<b>636.71</b>	<b>\$6,292.84</b>	<b>\$5,656.13</b>
204-55900-0450-001	TIRES AND TUBES CITY	\$0.00	0.00	\$1,753.20	\$1,753.20
204-55900-0450-002	TIRES AND TUBES SEWER	\$0.00	0.00	\$2,000.00	\$2,000.00
204-55900-0450-003	TIRES AND TUBES RURAL	\$0.00	0.00	\$2,629.80	\$2,629.80
<b>Tires and Tubes</b>		<b>\$0.00</b>	<b>0.00</b>	<b>\$6,383.00</b>	<b>\$6,383.00</b>

Account	June Actual Balance	2021 YTD Actual Balance	YTD Budget Total	YTD Budget Remaining	
204-55900-0463-001	TESTING (WATER SAMPLES, ETC) CITY	\$122.50	122.50	\$13,828.82	\$13,706.12
204-55900-0463-002	TESTING (WATER SAMPLES, ETC) SEWER	\$600.00	600.00	\$4,609.55	\$4,009.55
204-55900-0463-003	TESTING (WATER SAMPLES, ETC) RURAL	\$65.00	65.00	\$16,350.83	\$16,285.83
<b>Testing</b>		<b>\$787.50</b>	<b>787.50</b>	<b>\$34,789.00</b>	<b>\$34,001.50</b>
204-55900-0468-001	CHEMICALS CITY	\$3,550.16	3,550.16	\$46,200.00	\$42,649.84
204-55900-0468-002	CHEMICALS SEWER	\$3,402.86	3,402.86	\$59,500.00	\$56,097.14
204-55900-0468-003	CHEMICALS RURAL	\$5,317.78	5,317.78	\$69,300.00	\$63,982.22
<b>Chemicals</b>		<b>\$12,270.80</b>	<b>12,270.80</b>	<b>\$175,000.00</b>	<b>\$162,729.20</b>
204-55900-0499-001	OTHER SUPPLIES AND MATERIALS CITY	\$14,632.94	14,632.94	\$117,403.81	\$102,770.87
204-55900-0499-002	OTHER SUPPLIES AND MATERIALS SEWER	\$332.66	332.66	\$55,906.57	\$55,573.91
204-55900-0499-003	OTHER SUPPLIES AND MATERIALS RURAL	\$25,378.49	25,378.49	\$176,105.72	\$150,727.23
<b>Other Supplies</b>		<b>\$40,344.09</b>	<b>40,344.09</b>	<b>\$349,416.10</b>	<b>\$308,072.01</b>
204-55900-0506-001	LIABILITY INSURANCE CITY	\$2,361.33	2,361.33	\$28,333.33	\$25,972.00
204-55900-0506-002	LIABILITY INSURANCE SEWER	\$2,361.33	2,361.33	\$28,333.33	\$25,972.00
204-55900-0506-003	LIABILITY INSURANCE RURAL	\$2,361.34	2,361.34	\$28,333.34	\$25,972.00
<b>Liability Ins</b>		<b>\$7,084.00</b>	<b>7,084.00</b>	<b>\$85,000.00</b>	<b>\$77,916.00</b>
204-55900-0514-001	DEPRECIATION CITY	\$22,205.00	22,205.00	\$228,007.64	\$205,802.64
204-55900-0514-002	DEPRECIATION SEWER	\$22,205.00	22,205.00	\$334,773.12	\$312,568.12
204-55900-0514-003	DEPRECIATION RURAL	\$22,205.00	22,205.00	\$342,011.48	\$319,806.48
<b>Depreciation</b>		<b>\$66,615.00</b>	<b>66,615.00</b>	<b>\$904,792.24</b>	<b>\$838,177.24</b>
204-55900-0599-001	OTHER CHARGES CITY	\$1,914.56	1,914.56	\$25,000.00	\$23,085.44
204-55900-0599-002	OTHER CHARGES SEWER	\$9,750.42	9,750.42	\$25,000.00	\$15,249.58
204-55900-0599-003	OTHER CHARGES RURAL	\$3,020.24	3,020.24	\$25,000.00	\$21,979.76
<b>Other Charges</b>		<b>\$14,685.22</b>	<b>14,685.22</b>	<b>\$75,000.00</b>	<b>\$60,314.78</b>
204-55900-0603-001	INTEREST ON LOAN	\$0.00	0.00	\$10,493.98	\$10,493.98
204-55900-0603-002	INTEREST ON LOAN SEWER	\$8,464.42	8,464.42	\$104,845.06	\$96,380.64
204-55900-0603-003	INTEREST ON LOAN	\$0.00	0.00	\$15,740.96	\$15,740.96
<b>Int on Loans</b>		<b>\$8,464.42</b>	<b>8,464.42</b>	<b>\$131,080.00</b>	<b>\$122,615.58</b>
204-55900-0719-001	OFFICE EQUIPMENT	\$0.00	0.00	\$2,800.00	\$2,800.00
204-55900-0719-002	OFFICE EQUIPMENT	\$0.00	0.00	\$1,000.00	\$1,000.00
204-55900-0719-003	OFFICE EQUIPMENT	\$0.00	0.00	\$4,200.00	\$4,200.00
<b>Office Equipment</b>		<b>\$0.00</b>	<b>0.00</b>	<b>\$8,000.00</b>	<b>\$8,000.00</b>
<b>Total Expenses</b>		<b>\$296,896.06</b>	<b>\$296,896.06</b>	<b>\$3,488,071.11</b>	<b>\$3,191,175.05</b>
<b>Net Profit/Loss</b>		<b>(\$57,299.45)</b>	<b>(\$57,299.45)</b>	<b>(\$298,592.94)</b>	<b>(\$241,293.49)</b>

## Hartsville Trousdale Water and Sewer Balance Sheet

Fiscal Year: 2021  
Comparative Year: 0  
Include Thru: July

Account	2022 Beginning Balance	Previous Period Balance	2022 YTD 07/31/21
204-11120-0000-000 CASH ON HAND	\$ 400.00	\$ 400.00	\$ 400.00
204-11130-0000-000 CASH WBT550167	\$ 124,257.11	\$ 124,257.11	\$ 47,526.59
204-11130-0000-001 CB CD MATURITY 12/18/2021 2.1877%	\$ 1,033,298.27	\$ 1,033,298.27	\$ 1,033,298.27
204-11130-0000-003 CB CD MATURITY 08/06/2023 2.75%	\$ 563,656.29	\$ 563,656.29	\$ 563,656.29
204-11130-0000-004 PAYROLL ACCOUNT	\$ 10,005.06	\$ 10,005.06	\$ 10,004.44
204-11130-0000-005 MONEY MARKET ACCOUNT	\$ 2,688,011.93	\$ 2,688,011.93	\$ 2,688,011.93
<b>Total Cash</b>	<b>\$ 4,419,628.66</b>	<b>\$ 4,419,628.66</b>	<b>\$ 4,342,897.52</b>
204-11140-0000-000 ACCOUNTS RECEIVABLE	\$ 328,548.41	\$ 328,548.41	\$ 338,540.52
204-11170-0000-000 CASH EQUIVALENTS/VOUCHERS	\$ 212.44	\$ 212.44	\$ 212.44
204-11600-0000-000 PREPAID ITEMS	\$ 85,008.04	\$ 85,008.04	\$ 77,924.04
204-12250-0000-000 NET PENSION ASSET	\$ 2,356.00	\$ 2,356.00	\$ 2,356.00
<b>Short Term Assets</b>	<b>\$ 416,124.89</b>	<b>\$ 416,124.89</b>	<b>\$ 419,033.00</b>
204-13200-0000-000 LAND	\$ 408,043.39	\$ 408,043.39	\$ 408,043.39
204-13300-0000-000 BUILDINGS AND IMPROVEMENTS	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00
204-13310-0000-000 ACCUMULATED DEPRECIATION BUILDINGS	\$ (19,524.97)	\$ (19,524.97)	\$ (19,524.97)
204-13400-0000-000 INFRASTRUCTURE	\$ 29,477,033.17	\$ 29,477,033.17	\$ 29,509,299.70
204-13410-0000-000 ACCUMULATED DEPRECIATION INFRASTRUCTURE	\$ (11,407,624.90)	\$ (11,407,624.90)	\$ (11,407,624.90)
204-13700-0000-000 MACHINERY AND EQUIPMENT	\$ 1,717,657.17	\$ 1,717,657.17	\$ 1,746,409.07
204-13910-0000-000 ALLOWANCE FOR DEPRECIATION	\$ (973,956.66)	\$ (973,956.66)	\$ (1,040,571.66)
<b>Long Term Assets</b>	<b>\$ 19,227,627.20</b>	<b>\$ 19,227,627.20</b>	<b>\$ 19,222,030.63</b>
204-13800-0000-000 CONSTRUCTION IN PROGRESS	\$ -	\$ -	\$ -
204-13800-0000-002 CDBG 2019 FLEX NET SYSTEM	\$ 576,484.15	\$ 576,484.15	\$ 576,484.15
204-13800-0000-001 CIP HONEYSUCKLE AND 141 EXTENSION	\$ -	\$ -	\$ -
204-13800-0000-003 POLE BARN	\$ -	\$ -	\$ -
204-13800-0000-004 WATER TREATMENT PLANT PROJECT	\$ -	\$ -	\$ -
204-13800-0000-005 FIRE HYDRANT PROJECT	\$ 154,301.98	\$ 154,301.98	\$ 154,301.98
204-13800-0000-006 SHOP BUILDING	\$ 19,800.00	\$ 19,800.00	\$ 19,800.00
204-13800-0000-007 PAINTING PIPE GALLERY AT WTP	\$ -	\$ -	\$ -
204-13800-0000-008 TANK PROJECT	\$ 32,822.50	\$ 32,822.50	\$ 66,035.00
<b>Construction in Progress</b>	<b>\$ 783,408.63</b>	<b>\$ 783,408.63</b>	<b>\$ 806,621.13</b>
204-15400-0000-000 PENSION CHANGES IN EXPERIENCE	\$ 79,853.00	\$ 79,853.00	\$ 79,853.00
204-15401-0000-000 PENSION CHANGES IN ASSUMPTION	\$ 15,584.00	\$ 15,584.00	\$ 15,584.00
204-15404-0000-000 PENSION CHANGES AFTER MEASUREMENT DATE	\$ 36,008.00	\$ 36,008.00	\$ 36,008.00
<b>Changes in Pension</b>	<b>\$ 131,445.00</b>	<b>\$ 131,445.00</b>	<b>\$ 131,445.00</b>
<b>Total Assets</b>	<b>\$ 24,978,234.38</b>	<b>\$ 24,978,234.38</b>	<b>\$ 24,922,027.28</b>
204-21100-0000-000 ACCOUNTS PAYABLE	\$ (253,957.22)	\$ (253,957.22)	\$ (142,003.35)
204-21200-0000-000 ACCRUED WAGES	\$ (12,564.74)	\$ (12,564.74)	\$ (18,847.13)
204-21310-0000-000 INCOME TAX WITHHELD	\$ -	\$ -	\$ -
204-21320-0000-000 SOCIAL SECURITY TAX FICA	\$ -	\$ -	\$ -
204-21325-0000-000 EMPLOYEE MEDICARE DEDUCTION	\$ -	\$ -	\$ -
204-21330-0000-000 RETIREMENT CONTRIBUTIONS	\$ -	\$ -	\$ -
204-21342-0000-000 HEALTH INSURANCE	\$ 143.08	\$ 143.08	\$ 151.60
204-21343-0000-000 AMERICAN GENERAL	\$ (35.70)	\$ (35.70)	\$ (23.89)
204-21344-0000-000 DENTAL INSURANCE	\$ 12.85	\$ 12.85	\$ 97.35
204-21345-0000-000 AFLAC	\$ (189.50)	\$ (189.50)	\$ (174.66)
204-21346-0000-000 OTHER PR DED/LIFE OF ALABAMA	\$ (10.66)	\$ (10.66)	\$ (10.66)
204-21347-0000-000 AMERICAN FIDELITY	\$ 48.54	\$ 48.54	\$ 114.22
204-21348-0000-000 VISION	\$ (4.66)	\$ (4.66)	\$ (0.85)
204-21395-0000-000 ACCRUED LEAVE CURRENT	\$ (28,382.23)	\$ (28,382.23)	\$ (28,382.23)
204-21500-0000-000 DUE TO SOLID WASTE	\$ (6,268.69)	\$ (6,268.69)	\$ (5,713.97)
204-21530-0000-000 DUE TO STATE SALES TAX	\$ (16,355.66)	\$ (16,355.66)	\$ (17,368.85)
204-21900-0000-001 LEAK PROTECTION	\$ 346.64	\$ 346.64	\$ 343.44
204-21900-0000-002 LINE PROTECTION	\$ (10.00)	\$ (10.00)	\$ (10.00)
204-21900-0000-003 LEAK PROTECTION SEWER	\$ -	\$ -	\$ -
204-21900-0000-004 LINE PROTECTION SEWER	\$ -	\$ -	\$ -
<b>Short Term Liabilities</b>	<b>\$ (317,227.95)</b>	<b>\$ (317,227.95)</b>	<b>\$ (211,828.98)</b>
204-21951-0000-000 CUSTOMER DEPOSIT	\$ (4,000.00)	\$ (4,000.00)	\$ (4,000.00)
204-27200-0000-002 REVENUE BONDS PAYABLE RD 48085-24	\$ (3,319,212.11)	\$ (3,319,212.11)	\$ (3,313,891.38)
204-27200-0000-003 REVENUE BONDS PAYABLE RD 48085-1000	\$ (1,748,345.81)	\$ (1,748,345.81)	\$ (1,745,758.96)
204-29980-0000-000 PENSION CHANGES IN EXPERIENCE	\$ (33,929.00)	\$ (33,929.00)	\$ (33,929.00)
204-29982-0000-000 CHANGES IN INVESTMENT EARNINGS	\$ (20,687.00)	\$ (20,687.00)	\$ (20,687.00)
<b>Long Term Liabilities</b>	<b>\$ (5,126,173.92)</b>	<b>\$ (5,126,173.92)</b>	<b>\$ (5,118,066.34)</b>
<b>Total Liabilities</b>	<b>\$ (5,443,401.87)</b>	<b>\$ (5,443,401.87)</b>	<b>\$ (5,329,895.32)</b>
<b>204-39900-0000-000 FUND BALANCE</b>	<b>\$ 19,534,832.51</b>	<b>\$ 19,534,832.51</b>	<b>\$ 19,592,131.96</b>

**WATER LOSS WORKSHEET**

	2020						2021						TOTAL
	JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	
WATER PUMPED	37.206	37.621	41.989	41.585	37.522	37.788	34.628	37.515	38.453	36.053	35.774	34.395	450.53
WATER SOLD	20.145	21.304	19.962	18.584	18.145	18.697	18.875	17.962	17.930	18.955	18.087	19.657	228.30
WHOLESALE	3.870	4.897	3.985	4.535	4.403	4.384	4.883	4.658	4.509	4.073	3.821	4.106	52.12
TOTAL WATER SOLD	24.015	26.200	23.947	23.118	22.547	23.081	23.758	22.621	22.439	23.028	21.907	23.763	280.43
METER IN HOUSE	0.431	0.437	0.451	0.435	0.446	0.355	0.319	0.329	0.376	0.380	0.332	0.181	4.47
FIRE DEPART	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.00
FLUSHING	0.521	1.157	0.457	0.173	0.097	0.139	0.065	0.172	0.174	0.037	0.222	0.501	3.72
BILL ADJ	0.004	0.000	0.036	0.038	0.005	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.08
TOTAL ACCOUNTED FOR WATER	24.970	27.794	24.891	23.765	23.095	23.574	24.142	23.122	22.990	23.445	22.462	24.445	288.70
TOTAL UNACCOUNTED FOR WATER	12.236	9.827	17.098	17.820	14.427	14.214	10.486	14.393	15.463	12.608	13.312	9.950	161.83
% UNACCOUNTED FOR WATER LOSS 2020-21	32.9%	26.1%	40.7%	42.9%	38.4%	37.6%	30.3%	38.4%	40.2%	35.0%	37.2%	28.9%	35.7%
% UNACCOUNTED FOR WATER LOSS 2019-20	47.0%	35.6%	25.0%	40.9%	35.0%	39.4%	33.6%	35.7%	37.6%	30.6%	39.9%	18.5%	34.9%

WATER PUMPED VS TOTAL WATER SOLD	35.5%	30.4%	43.0%	44.4%	39.9%	38.9%	31.4%	39.7%	41.6%	36.1%	38.8%	30.9%	25.4%
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ELECTRICITY	\$ 11,903.31	\$ 12,600.00	\$ 12,683.63	\$ 10,817.58	\$ 11,340.92	\$ 13,349.57	\$ 10,673.86	\$ 14,237.55	\$ 11,927.48	\$16,473.98	\$ 11,107.36	\$11,893.86	\$ 149,009.10
CHEMICALS	\$ 7,140.54	\$ 11,712.88	\$ 7,647.40	\$ -	\$ 21,441.63	\$ 8,027.00	\$ 2,650.56	\$ 14,137.27	\$ 7,347.72	\$10,924.82	\$ 8,596.71	\$20,090.61	\$ 119,717.14
WATER SALES	\$ 193,453.73	\$ 212,535.23	\$ 198,874.55	\$ 192,209.81	\$188,629.01	\$ 192,444.55	\$ 199,569.52	\$ 192,615.46	\$ 209,203.36	\$ 210,557.18	\$ 187,997.86	\$ 201,159.82	\$ 2,379,250.08
SEWER SALES	\$ 78,025.13	\$ 85,164.21	\$ 84,818.45	\$81,932.90	\$79,919.64	\$ 83,210.50	\$ 79,803.56	\$ 78,308.40	\$ 83,381.12	\$ 83,035.11	\$ 80,742.20	\$ 82,444.89	\$ 980,786.11
TOTAL SALES	\$ 271,478.86	\$ 297,699.44	\$ 283,693.00	\$ 274,142.71	\$ 268,548.65	\$ 275,655.05	\$ 279,373.08	\$ 270,923.86	\$ 292,584.48	\$ 293,592.29	\$ 268,740.06	\$ 283,604.71	\$ 3,360,036.19

WATER SOLD	24.0154	26.2004	23.9474	23.1185	22.5474	23.0806	23.7578	22.6206	22.4393	23.0284	21.9073	23.7634	280.4263
WATER SOLD TOTAL	24.0154	26.2004	23.9474	23.1185	22.5474	23.0806	23.7578	22.6206	22.4393	23.0284	21.9073	23.7634	280.4263
WATER PUMPED	37.206	37.621	41.989	41.585	37.522	37.788	34.628	37.515	38.453	36.053	35.774	34.395	450.529
	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
	37.206	37.621	41.989	41.585	37.522	37.788	34.628	37.515	38.453	36.053	35.774	34.395	450.529



# AWWA Free Water Audit Software: Reporting Worksheet

WAS v5.0

American Water Works Association

? Click to access definition  
+ Click to add a comment

Water Audit Report for: **Hartsville Trousdale Water & Sewer Utility (0000291)**  
Reporting Year: **2020** / **7/2020 - 6/2021**

Please enter data in the white cells below. Where available, metered values should be used; if metered values are unavailable please estimate a value. Indicate your confidence in the accuracy of the

All volumes to be entered as: **MILLION GALLONS (US) PER YEAR**

To select the correct data grading for each input, determine the highest grade where

### WATER SUPPLIED

		←----- Enter grading in column 'E' and 'J' ----->				Master Meter and Supply Error Adjustments		
		Pct:	Value:			Pct:	Value:	
Volume from own sources:	+ ? 10		450.559	MG/Yr	+ ? 8	3.00%	<input checked="" type="radio"/> <input type="radio"/>	MG/Yr
Water imported:	+ ?		0.000	MG/Yr	+ ?		<input checked="" type="radio"/> <input type="radio"/>	MG/Yr
Water exported:	+ ? 9		46.908	MG/Yr	+ ? 8	3.00%	<input checked="" type="radio"/> <input type="radio"/>	MG/Yr

Enter negative % or value for under-registration  
Enter positive % or value for over-registration

**WATER SUPPLIED: 391.894** MG/Yr

### AUTHORIZED CONSUMPTION

Billed metered:	+ ? 8	228.303	MG/Yr
Billed unmetered:	+ ? 8	52.124	MG/Yr
Unbilled metered:	+ ? 8	4.472	MG/Yr
Unbilled unmetered:	+ ?	4.899	MG/Yr

Default option selected for Unbilled unmetered - a grading of 5 is applied but not displayed

**AUTHORIZED CONSUMPTION: 289.798** MG/Yr

Click here: ?  
for help using option buttons below

Pct: 1.25%   Value: MG/Yr

Use buttons to select percentage of water supplied OR value

### WATER LOSSES (Water Supplied - Authorized Consumption)

**102.096** MG/Yr

#### Apparent Losses

Unauthorized consumption: + ? 0.980 MG/Yr

Default option selected for unauthorized consumption - a grading of 5 is applied but not displayed

Customer metering inaccuracies: + ? 8 7.199 MG/Yr  
Systematic data handling errors: + ? 0.571 MG/Yr

Default option selected for Systematic data handling errors - a grading of 5 is applied but not displayed

**Apparent Losses: 8.750** MG/Yr

Pct: 0.25%   Value: MG/Yr

3.00%   MG/Yr  
0.25%   MG/Yr

### Real Losses (Current Annual Real Losses or CARL)

Real Losses = Water Losses - Apparent Losses: ? **93.347** MG/Yr

**WATER LOSSES: 102.096** MG/Yr

### NON-REVENUE WATER

**NON-REVENUE WATER: 111.467** MG/Yr

= Water Losses + Unbilled Metered + Unbilled Unmetered

### SYSTEM DATA

Length of mains: + ? 9 240.0 miles  
Number of active AND inactive service connections: + ? 9 3,750  
Service connection density: ? 16 conn./mile main

Are customer meters typically located at the curbstop or property line?  Yes (length of service line, beyond the property boundary, that is the responsibility of the utility)

Average length of customer service line has been set to zero and a data grading score of 10 has been applied

Average operating pressure: + ? 9 97.0 psi

### COST DATA

Total annual cost of operating water system: + ? 8 \$3,415,186 \$/Year  
Customer retail unit cost (applied to Apparent Losses): + ? 7 \$9.12 \$/1000 gallons (US)  
Variable production cost (applied to Real Losses): + ? 7 \$7,579.89 \$/Million gallons  Use Customer Retail Unit Cost to value real losses

### WATER AUDIT DATA VALIDITY SCORE:

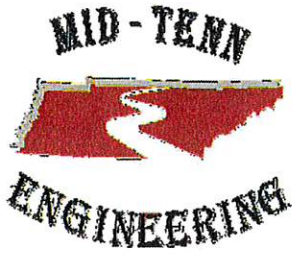
\*\*\* YOUR SCORE IS: 83 out of 100 \*\*\*

A weighted scale for the components of consumption and water loss is included in the calculation of the Water Audit Data Validity Score

### PRIORITY AREAS FOR ATTENTION:

Based on the information provided, audit accuracy can be improved by addressing the following components:

- 1: Unauthorized consumption
- 2: Systematic data handling errors
- 3: Customer retail unit cost (applied to Apparent Losses)



## MID-TENN ENGINEERING COMPANY

August 19, 2021

Tommy McFarland  
Hartsville-Trousdale Water & Sewer Utility District  
328 Broadway  
Hartsville, TN 37074

### **RE: 20 YEAR MASTER PLAN PROJECT**

Dear Mr. McFarland:

We are submitting this proposal letter based on your request for Mid-Tenn Engineering Company (MTE) to help the Hartsville-Trousdale Water & Sewer Utility District (HTWSUD) move forward with an overall Master Plan for the water & sewer system.

### **PROJECT UNDERSTANDING**

It is our understanding that the Water & Sewer Utility District is interested in a 20 Year projection of its services. The District is seeking to develop a Master Plan (MP) for the period of 2022-2042. The MP will establish the short and long-term facilities needs for the District based upon the most recent sanitary surveys and U.S. Census Data. The primary objectives are to determine current and future needs, identify the improvements (buildings/ facilities/ infrastructure, etc.) required, establish project priorities, formulate project costs and recommend a capital improvements plan.

Master Plan Goals:

1. Complete a review of existing facilities assessments and identify deficiencies, including program and service areas, circulation, utility and infrastructure systems, and health and safety conditions.
2. Identify needs to add, renovate or repurpose facilities.
3. Identify projects' scope and costs. Facilitate an evaluation of the benefits related to a broad array of options to meet current and projected facility needs.
4. Develop a Facilities Improvement Project List to support projected funding/grants.
5. Recommend options, all of which result in an alignment between the long-range facilities improvements and the capital investments to support the current and future needs.
6. Develop an implementation plan to fulfill the identified needs, coordinating the scope of work with funding resources in fiscal year intervals and create a 20-year planning schedule.

The planning process will require interactive meetings, planning charts, open forums, workshops and presentations.

### **Develop 20 Year Master Plan:**

**Overall Work: 100%, Overall Cost: \$20,000.00, Timeframe: 6 months**

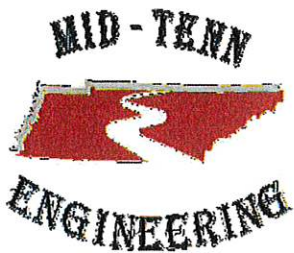
Page 2  
20 Year Master Plan Project

If you should have questions regarding this letter, please contact me at (615) 666-2385; or you may send an e-mail to [ewhite@midtenengineering.com](mailto:ewhite@midtenengineering.com). Thanks again, and have a great day!

Sincerely,

A handwritten signature in black ink that reads "Evan J. White". The signature is written in a cursive style with a large, stylized 'E' and 'W'.

Evan J. White, P.E.  
President



## MID-TENN ENGINEERING COMPANY

August 19, 2021

Tommy McFarland  
Hartsville-Trousdale Water & Sewer Utility District  
328 Broadway  
Hartsville, TN 37074

### **RE: FEASIBILITY STUDY PROJECT**

Dear Mr. McFarland:

We are submitting this proposal based on your request for Mid-Tenn Engineering Company (MTE) to assist the Hartsville-Trousdale Water & Sewer Utility District (HTWSUD) conduct a feasibility study along roadways within Trousdale County that are not served by municipal drinking water.

#### **Feasibility Study:**

**Overall Work: 100%, Engineering Fee: \$6,000.00, Timeline: 3 months**

The task will consist of evaluating each roadway that does not currently have municipal water. MTE will estimate the water demand for HWTSUD based on current State of Tennessee Community Public Water Systems Design Criteria requirements. Fire flow demand analysis is excluded from this scope of work due to the subject areas being in more remote locations. Fire flow demands will only be considered as an alternative if required by local ordinances. The water demands developed by MTE will be presented to the Board as a result of the study. The flow analysis will include two flow scenarios; 1) current development estimates, 2) potential future demands. The information will be used for sizing the potential water distribution piping systems for the District.

Utilizing available mapping data, MTE will identify potential layouts for water conveyance systems. MTE will also coordinate with other utility owners to identify potential underground line conflicts within roadway right-of-ways.

The evaluation will account for potentially developable property, as well as approximate connections to individual properties. The evaluation will also consider for challenging installations (e.g. creek crossings, rock excavation, etc.) and propose installation methods that will aid in providing public water service to as many properties as possible within the County. Deliverables for this task include:

- Feasibility Study Report

If you should have questions regarding this matter, please contact me at (615) 666-2385; or you may send an e-mail to [ewhite@midtennengineering.com](mailto:ewhite@midtennengineering.com). Thanks again, and have a great day!

Sincerely,

Evan J. White, P.E.  
President



223 Rosa L. Parks Avenue, Suite 200, Nashville, TN 37203 | Phone: (615) 254-8801 | Fax: (615) 255-5419

### RETAINER AGREEMENT

The Hartsville/Trousdale County Water Utility Board (“the client”) hereby retains and employs the law firm of Branstetter, Stranch & Jennings, PLLC (“the law firm”), to advise the client and represent the client in litigation or administrative proceedings, as needed.

In general, the client will pay the law firm at rates of \$350 per hour for members and \$250 per hour for associates and staff attorneys. The client will reimburse the law firm for any out-of-pocket costs and expenses incurred by the law firm on behalf of the client, including postage, courier fees, court fees, court reporter fees, and expert fees.

For work on utility service to a new development, including the preparation of a water service contract and related documents but excluding any litigation or administrative proceedings, the client will pay the law firm two per cent (2%) of the estimated construction costs of the water system improvements for the development.

The client agrees to cooperate fully with the law firm in preparing, prosecuting, or defending, as applicable, any litigation or administrative proceeding. Specifically, the client agrees to cooperate in the discovery process by providing documents and information to the law firm and making the client’s officers and employees available to testify at depositions, hearings, and trial. The client hereby assigns to the law firm the right to collect and keep any award of attorney’s fees, costs, and expenses under 42 U.S.C. § 1988(b) or other applicable law. The law firm will retain any award in excess of the hourly fees owed or paid by the client.

The law firm makes no guarantees or promises regarding the outcome of any proceeding. The law firm reserves the right to withdraw from this representation.

**THE HARTSVILLE/TROUSDALE  
COUNTY WATER UTILITY BOARD**

**BRANSTETTER, STRANCH &  
JENNINGS, PLLC**

By: \_\_\_\_\_

By: Michael Wall

Name: \_\_\_\_\_

Name: Michael Wall

Its: \_\_\_\_\_

Its: member

Date: \_\_\_\_\_

Date: July 27, 2021

Construction Cost  
**HARTSVILLE/TROUSDALE WATER AND SEWER UTILITY DISTRICT**  
 Tie in Halltown Rd. & 12-inch line

Item No.	Unit	Quantity	Description	Unit Price	Extended Price
1	L.S.	1	Mobilization	\$ 10,000.00	\$ 10,000.00
2	L.F.	1,300	12-inch C900 DR18 (\$62 per foot) CL350 DUCTILE IRON Water Line	\$ 80.00	\$ 104,000.00
3	EA.	2	12-inch Valve and Box	\$ 10,000.00	\$ 20,000.00
4	LBS.	1,000	Ductile Iron Fittings & Restraint Glands	\$ 4.00	\$ 4,000.00
5	C.Y.	5	Class "C" Concrete	\$ 200.00	\$ 1,000.00
6	TONS	350	Crushed Stone 57	\$ 36.00	\$ 12,600.00
7	TONS	23	Crushed Stone for Driveways	\$ 28.00	\$ 644.00
8	TONS	23	Machined RipRap, TDOT Class A-1	\$ 45.00	\$ 1,035.00
9	L.F.	40	Bore & Jack, 24" Dia. Casing, 0.188 Min. Wall Thickness (Unclassified)	\$ 500.00	\$ 20,000.00
10	EA.	1	12"x12"x12" Tapping Sleeve	\$ 10,000.00	\$ 10,000.00
11	L.F.	250	Temporary Silt Fence for Erosion Control	\$ 3.00	\$ 750.00
12	AC.	1	Seeding	\$ 2,500.00	\$ 2,500.00
<b>Construction Cost Estimate</b>					<b>\$ 186,529.00</b>
Non-Construction Cost Tie in Halltown Rd. & 12-inch line					
Inspection					\$ 0.00
Engineering Design					\$ 5,595.87
Other Engineering					\$ 0.00
Contingency					\$ 18,652.90
Administration					\$ 0.00
Environmental Review					\$ 105.00
<b>Non-Construction Cost Estimate</b>					<b>\$ 24,354</b>
<b>Total Project Cost Estimate</b>					<b>\$ 210,882.77</b>

**Construction Cost**  
**HARTSVILLE/TROUSDALE WATER AND SEWER UTILITY DISTRICT**  
**Tie in Bridal Path to Hwy 141**

Item No.	Unit	Quantity	Description	Unit Price	Extended Price
1	L.S.	1	Mobilization	\$ 5,000.00	\$ 5,000.00
2	L.F.	360	8-inch C900 DR18 (\$62 per foot) CL350 DUCTILE IRON Water Line	\$ 70.00	\$ 25,200.00
3	EA.	1	8-inch Valve and Box	\$ 8,000.00	\$ 8,000.00
4	LBS.	250	Ductile Iron Fittings & Restraint Glands	\$ 3.00	\$ 750.00
5	C.Y.	10	Class "C" Concrete	\$ 200.00	\$ 2,000.00
6	TONS	0	Crushed Stone TDOT #2 Material	\$ 35.00	\$ 0.00
7	TONS	100	Crushed and Run	\$ 35.00	\$ 3,500.00
8	TONS	10	Machined RipRap, TDOT Class A-1	\$ 45.00	\$ 450.00
9	L.F.	40	Bore & Jack, 24" Dia. Casing, 0.188 Min. Wall Thickness (Unclassified)	\$ 500.00	\$ 20,000.00
10	EA.	1	6"x6"x6" Tapping Sleeve	\$ 3,500.00	\$ 3,500.00
12	AC.	1	Seeding	\$ 500.00	\$ 500.00

**Construction Cost Estimate** \$ 68,900.00

**Non-Construction Cost**  
**Tie in Bridal Path to Hwy 141**

Inspection	
Engineering Design	\$ 2,067.00
Other Engineering	
Contingency	\$ 6,890.00
Administration	
Environmental Review	\$ 100.00

**Non-Construction Cost Estimate** \$ 9,057

**Total Project Cost Estimate** \$ 77,957.00