



Hartsville/Trousdale
Water/Sewer Utility Board

Heather Bay
Chairman

Mark White
Co-Chairman

Todd Webber
Secretary

Stephen Chambers
Member

Dwight Jewell
Member

Vacant
Member

DATE AND TIME:

October 26, 2021, at 5:00 pm

PLACE OF MEETING:

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

AGENDA

ORDER OF BUSINESS

1. Open Meeting.
2. Invocation.
3. Pledge of Allegiance.
4. Roll call and determination of quorum.
5. Approval of September 2021, Meeting Minutes.
6. Approval of September 2021 Financial reports.
7. Water Loss Report.
8. Engineering Report Evan White Mid-Tenn. Engineering.
9. General Manager Report:
 - Increase in Withdrawal of Source Water from the Cumberland River.
 - Approval of Branstetter, Stranch, & Jennings, PLLC for Utility Attorney.
10. Public Comments.
11. Board Members Comments.
12. Adjournment.

September 28, 2021
Hartsville-Trousdale County
Water & Sewer Utility District
Meeting of Board of Commissioners

The meeting was called to order by Chairman Heather Bay.

Board members present Heather Bay, Dwight Jewell, Todd Webber and Mark White. Others present were Tommy McFarland, Amy Thomas, Evan White, and Chris Gregory.

Chairman Bay read a letter of resignation from Craig Moreland. She went on to thank Craig and his family for his 5 years of service. Todd Webber made a motion to accept Mr. Moreland's resignation. Mark White second the motion. Todd Webber made a motion to elect Mark White to the position of Vice-chairman. Dwight Jewell made a motion to elect Mark by acclamation. The motion passed.

The minutes for August were approved on a motion made by Todd Webber and second by Mark White.

August financials were approved on a motion by Todd Webber and second by Mark White.

Tommy presented the water loss report. It is running close to last years. The department is working on fine tuning the zone meters to locate leaks. Tommy also stated Cordell Hull had contacted him and they may be interested in purchasing more water from the utility.

Dwight Jewell made a motion to accept the water loss report. Todd Webber second the motion.

Evan White, Mid Tenn. Engineering reported environmental is still pending on the SRF tank project. CDBG rankings have not yet been released. In a meeting he attended this afternoon they announced they are proposing to take water and sewer funds out of CDBG and move to ARP (American Recovery Plan). The state has 1.3 billion in funds that have to be used by 2026. The feasibility study is almost complete. 85 roads have no water. Mid Tenn. was using a 2016 map and want to get with Tommy to be sure the roads do not have water. After this is complete, they will start on the 20-year plan.

General Manager report. The mayor is working on getting another meeting with Ray Render with congressman Roes' office concerning the 219 money that is available.

Tommy presented the Board with a Title 18 Resolution to present to the count- Resolution No. 092021 Resolution to Adopt Certain Provision of Title 18-Water and Sewers of the Hartsville/Trousdale County Government Code. Todd Webber made a motion to present resolution 092021 to the county commission. Mark White second the motion.

Tommy also presented to the board a contract with Cito Water to become a part of its clean water program. After discussion a motion to approve was made by Dwight Jewell and second by Mark White.

Next Tommy requested the RFQ for Legal services be approved. Todd Webber made the motion to approve. Dwight Jewell second the motion.

Tommy reported the state approval for the Bridle Path loop was received yesterday.

Public Comments: None

Board Members Comments:

Mark White -We have got to find solutions for the underserved sections of the county. I realize the water department is working hard, but the publics' perception is the utility is not doing as much as it should. Hopefully the feasibility study along with the 20-year plan will help with this.

Dwight Jewell - I was reelected chairman of the commission so would be on the board for another year.

Chairman Bay read into the minutes a letter that was read into the county commission minutes on 09/27/2021. Letter attached. Chairman Bay stated she wanted to be sure the water board did not violate any of the sunshine laws. She also stated since the project in question was a Water Board project, she would be investigating to be sure that the Water Board remain in compliance.

Motion to adjourn made by Mark White.

**Hartsville Trousdale Water and Sewer
Budget To Actual: 2021-2022
for Accounting Period 09/30/2021**

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	\$ 255,450.46	\$ 258,578.82	\$ (3,128.36)	
204-43191	WATER SALES	\$ 2,305,495.91	\$ 192,124.66	\$ 576,373.98	\$ 627,894.21	\$ (51,520.23)	
204-43193	WATER TAP SALES	\$ 245,328.75	\$ 20,444.06	\$ 61,332.19	\$ 67,300.00	\$ (5,967.81)	
204-43194	SERVICE CHARGES	\$ 158,664.83	\$ 13,222.07	\$ 39,666.21	\$ 83,046.73	\$ (43,380.52)	
204-44110	INVESTMENT INCOME	\$ 48,172.73	\$ 4,014.39	\$ 12,043.18	\$ 9,834.92	\$ 2,208.26	
204-44120	LEASE/RENTALS - CITY	\$ 7,200.00	\$ 600.00	\$ 1,800.00	\$ 1,800.00	\$ -	
204-44530	SALE OF EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	
204-44560	DAMAGES RECOVERED FROM INDIVIDUALS	\$ -	\$ -	\$ -	\$ -	\$ -	
204-44570	CONTRIBUTIONS AND GIFTS	\$ -	\$ -	\$ -	\$ -	\$ -	
204-44990	OTHER REVENUE(REC OF BAD DEBT)	\$ -	\$ -	\$ -	\$ 3.32	\$ (3.32)	
204-49700	INSURANCE RECOVERY	\$ -	\$ -	\$ -	\$ -	\$ -	
204-47590	OTHER FED THRU STATE(GRANT - SEWER	\$ -	\$ -	\$ -	\$ -	\$ -	
Revenue Total	With Grants	\$ 3,786,664.05	\$ 315,555.34	\$ 946,666.01	\$ 1,048,458.00	\$ (101,791.99)	9.97%
Revenue Total	Without Grants	\$ 3,786,664.05	\$ 315,555.34	\$ 946,666.01	\$ 1,048,458.00	\$ (101,788.67)	9.97%
Expense Total		\$ 3,488,071.11	\$ 290,672.59	\$ 872,017.78	\$ 953,369.05	\$ (81,351.27)	
Total Public Utilities		\$ 298,592.94	\$ 24,882.75	\$ 74,648.24	\$ 95,088.95	\$ (20,440.71)	

Year: 2021
 Period: September
 Period Begin: 9/1/2021
 Period End: 9/30/2021
 Budget Amounts: Original

Hartsville Trousdale Water and Sewer

Income Statement

Account	September Actual Balance	2021 YTD Actual Balance	YTD Budget Total	YTD Budget Remaining
INCOME				
204-43190-0000-001 OTHER GENERAL SERVICES CONNECTION FEE	(\$1,125.00)	(4,100.00)	(\$13,554.92)	(\$9,454.92)
204-43190-0000-002 OTHER GENERAL SERVICES SEWER SALES	(\$84,532.85)	(248,778.82)	(\$987,914.54)	(\$739,135.72)
204-43190-0000-003 OTHER GENERAL SERVICES CONNECTION FEES	(\$1,650.00)	(5,700.00)	(\$20,332.37)	(\$14,632.37)
Sewer/ connections	(\$87,307.85)	(258,578.82)	(\$1,021,801.83)	(\$763,223.01)
204-43191-0000-001 WATER SALES CITY	(\$86,611.39)	(254,491.14)	(\$922,198.96)	(\$667,707.82)
204-43191-0000-003 WATER SALES RURAL	(\$123,657.70)	(373,403.07)	(\$1,383,296.95)	(\$1,009,893.88)
Water Sales	(\$210,269.09)	(627,894.21)	(\$2,305,495.91)	(\$1,677,601.70)
204-43193-0000-001 TAP SALES CITY	\$0.00	(11,250.00)	(\$81,776.25)	(\$70,526.25)
204-43193-0000-002 TAP SALES SEWER	(\$3,000.00)	(10,000.00)	(\$81,776.25)	(\$71,776.25)
204-43193-0000-003 TAP SALES RURAL	(\$18,000.00)	(46,050.00)	(\$81,776.25)	(\$35,726.25)
Tap Sales	(\$21,000.00)	(67,300.00)	(\$245,328.75)	(\$178,028.75)
204-43194-0000-001 SERVICE CHARGES CITY	(\$2,270.56)	(39,251.71)	(\$23,994.73)	\$15,256.98
204-43194-0000-002 SERVICE CHARGES SEWER	(\$515.33)	(35,641.53)	(\$98,678.00)	(\$63,036.47)
204-43194-0000-003 SERVICE CHARGES RURAL	(\$2,759.68)	(8,153.49)	(\$35,992.10)	(\$27,838.61)
Service Charges	(\$5,545.57)	(83,046.73)	(\$158,664.83)	(\$75,618.10)
204-44110-0000-001 INVESTMENT INCOME CITY	(\$5,819.61)	(9,834.92)	(\$48,172.73)	(\$38,337.81)
Investment Income	(\$5,819.61)	(9,834.92)	(\$48,172.73)	(\$38,337.81)
204-44120-0000-001 LEASE/RENTALS CITY	(\$600.00)	(1,800.00)	(\$7,200.00)	(\$5,400.00)
Lease Rentals	(\$600.00)	(1,800.00)	(\$7,200.00)	(\$5,400.00)
204-44530-0000-001 SALE OF EQUIPMENT	\$0.00	0.00	\$0.00	\$0.00
Sale of Equipment	\$0.00	0.00	\$0.00	\$0.00
204-44560-0000-003 DAMAGES RECOVERED FROM INDIVIDUALS	\$0.00	0.00	\$0.00	\$0.00
Dmages Recovered	\$0.00	0.00	\$0.00	\$0.00
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	(3.32)	\$0.00	\$3.32
204-47590-0000-001 OTHER FEDERAL THRU STATE	\$0.00	0.00	\$0.00	\$0.00
Grants/Contributions	\$0.00	(3.32)	\$0.00	\$3.32
Total Revenue	(\$330,542.12)	(\$1,048,458.00)	(\$3,786,664.05)	(\$2,738,206.05)
EXPENSES				
204-55900-0105-001 EMPLOYEE WAGES- SUPERVISOR	\$2,384.33	6,267.05	\$25,338.99	\$19,071.94
204-55900-0105-002 EMPLOYEE WAGES SUPERVISOR SEWER	\$2,384.33	6,267.05	\$25,338.99	\$19,071.94
204-55900-0105-003 EMPLOYEE WAGES SUPERVISOR RURAL	\$3,115.38	8,164.90	\$25,338.95	\$17,174.05
Supervisor	\$7,884.04	20,699.00	\$76,016.93	\$55,317.93
204-55900-0162-001 EMPLOYEE WAGES CLERICAL CITY	\$4,404.10	11,595.96	\$51,633.97	\$40,038.01
204-55900-0162-002 EMPLOYEE WAGES CLERICAL SEWER	\$4,485.72	11,865.05	\$17,602.49	\$5,737.44
204-55900-0162-003 EMPLOYEE WAGES CLERICAL RURAL	\$5,806.77	15,265.14	\$77,450.96	\$62,185.82
Clerical	\$14,696.59	38,726.15	\$146,687.42	\$107,961.27
204-55900-0187-001 EMPLOYEE WAGES OVERTME CITY	\$2,565.44	8,557.18	\$35,432.12	\$26,874.94
204-55900-0187-003 EMPLOYEE WAGES OVERTIME RURAL	\$3,116.41	12,810.96	\$53,148.19	\$40,337.23
204-55900-0187-002 EMPLOYEE WAGES OVERTIME SEWER	\$595.90	1,421.72	\$6,667.33	\$5,245.61
Employee Wages	\$6,277.75	22,789.86	\$95,247.64	\$72,457.78
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
Employee Bonus	\$0.00	0.00	\$14,450.00	\$14,450.00
204-55900-0189-001 EMPLOYEE WAGES OTHER SALARY CITY	\$19,326.36	50,501.90	\$172,099.10	\$121,597.20
204-55900-0189-002 EMPLOYEE WAGES OTHER SALARY SEWER	\$13,888.85	37,224.92	\$159,132.73	\$121,907.81
204-55900-0189-003 EMPLOYEE WAGES OTHER SALARY RURAL	\$24,527.03	65,877.40	\$258,148.65	\$192,271.25
Employee Wages	\$57,742.24	153,604.22	\$589,380.48	\$435,776.26
204-55900-0191-001 BOARD MEMBERS SALARY	\$200.00	850.00	\$3,600.00	\$2,750.00
Board Members	\$200.00	850.00	\$3,600.00	\$2,750.00
204-55900-0196-001 IN SERVICE TRAINING CITY	\$0.00	519.33	\$4,019.40	\$3,500.07
204-55900-0196-002 IN SERVICE TRAINING	\$0.00	473.33	\$1,116.50	\$643.17
204-55900-0196-003 IN SERVICE TRAINING RURAL	\$0.00	399.34	\$6,029.10	\$5,629.76
In service Training	\$0.00	1,392.00	\$11,165.00	\$9,773.00
204-55900-0201-001 EMPLOYEE BENEFIT SOCIAL SECURITY CITY	\$1,932.59	5,944.61	\$19,562.08	\$13,617.47
204-55900-0201-002 EMPLOYEE BENEFIT SOCIAL SECURITY SEWER	\$1,055.21	3,203.76	\$14,608.05	\$11,404.29
204-55900-0201-003 EMPLOYEE BENEFIT SOCIAL SECURITY RURAL	\$2,226.76	7,099.90	\$29,343.14	\$22,243.24
Social security	\$5,214.56	16,248.27	\$63,513.27	\$47,265.00
204-55900-0204-001 EMPLOYEE BENEFIT STATE RETIREMENT CITY	\$1,116.51	3,436.28	\$18,373.48	\$14,937.20
204-55900-0204-002 EMPLOYEE BENEFIT STATE RETIREMENT SEWER	\$617.34	1,877.58	\$6,124.50	\$4,246.92
204-55900-0204-003 EMPLOYEE BENEFIT STATE RETIREMENT RURAL	\$1,663.39	5,120.35	\$20,868.64	\$15,748.29
Retirement	\$3,397.24	10,434.21	\$45,366.62	\$34,932.41
204-55900-0207-001 EMPLOYEE BENEFIT MEDICAL CITY	\$2,540.68	8,003.64	\$28,108.08	\$20,104.44
204-55900-0207-002 EMPLOYEE BENEFIT MEDICAL SEWER	\$1,560.56	4,381.68	\$20,989.80	\$16,608.12
204-55900-0207-003 EMPLOYEE BENEFIT MEDICAL RURAL	\$3,810.96	12,005.28	\$42,162.12	\$30,156.84
Medical Insurance	\$7,912.20	24,390.60	\$91,260.00	\$66,869.40

Account		September Actual Balance	2021 YTD Actual Balance	YTD Budget Total	YTD Budget Remaining
204-55900-0301-001	ACCOUNTING SERVICES	\$0.00	0.00	\$4,171.75	\$4,171.75
Accounting		\$0.00	0.00	\$4,171.75	\$4,171.75
204-55900-0307-001	COMMUNCIATION CITY	\$579.74	1,678.53	\$10,200.00	\$8,521.47
204-55900-0307-002	COMMUNICATION SEWER	\$181.80	842.65	\$4,500.00	\$3,657.35
204-55900-0307-003	COMMUNICATION RURAL	\$2,319.56	6,027.68	\$15,300.00	\$9,272.32
Communication		\$3,081.10	8,548.86	\$30,000.00	\$21,451.14
204-55900-0317-001	DATA PROCESSING CITY	\$1,410.40	4,065.35	\$22,333.34	\$18,267.99
204-55900-0317-002	DATA PROCESSING SEWER	\$1,410.40	4,131.35	\$22,333.33	\$18,201.98
204-55900-0317-003	DATA PROCESSING RURAL	\$1,410.40	5,059.34	\$22,333.33	\$17,273.99
Data Processing		\$4,231.20	13,256.04	\$67,000.00	\$53,743.96
204-55900-0320-001	DUES AND MEMBERSHIPS CITY	\$0.00	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	\$0.00	1,022.88	\$2,332.43	\$1,309.55
Dues and Memberships		\$0.00	1,550.88	\$4,664.86	\$3,113.98
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
Engineering Services		\$0.00	0.00	\$10,250.00	\$10,250.00
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
Legal Notices		\$0.00	0.00	\$1,000.00	\$1,000.00
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
Maintenance Buildings		\$0.00	0.00	\$3,000.00	\$3,000.00
204-55900-0336-001	MAINTENANCE REPAIR EQUIPMENT CITY	\$0.00	2,585.22	\$18,393.33	\$15,808.11
204-55900-0336-002	MAINTENANCE REPAIR EQUIPMENT SEWER	\$1,072.68	1,072.68	\$18,393.34	\$17,320.66
204-55900-0336-003	MAINTENANCE REPAIR EQUIPMENT RURAL	\$0.00	4,212.73	\$18,393.33	\$14,180.60
Maintenance equipment		\$1,072.68	7,870.63	\$55,180.00	\$47,309.37
204-55900-0337-001	MAINTENANCE/ REPAIR OFFICE EQUIPMENT	\$316.15	316.15	\$929.66	\$613.51
204-55900-0337-002	MAINTENACNE/REPAIRS OFFICE EQUIPMENT	\$0.00	0.00	\$929.66	\$929.66
204-55900-0337-003	MAINTENACNE/REPAIRS OFFICE EQUIPMENT	\$474.23	474.23	\$929.68	\$455.45
Maintenance Office Equipment		\$790.38	790.38	\$2,789.00	\$1,998.62
204-55900-0338-001	MAINTENANCE REPAIR VEHICLES CITY	\$0.00	2,403.53	\$5,000.00	\$2,596.47
204-55900-0338-002	MAINTENANCE REPAIR VEHICLES SEWER	\$99.98	164.96	\$5,000.00	\$4,835.04
204-55900-0338-003	MAINTENANCE REPAIR VEHICLES RURAL	\$115.90	3,727.08	\$5,000.00	\$1,272.92
Maintenance Vehicles		\$215.88	6,295.57	\$15,000.00	\$8,704.43
204-55900-0348-001	POSTAL CHARGES CITY	\$47.70	47.70	\$3,970.00	\$3,922.30
204-55900-0348-002	POSTAL CHARGES SEWER	\$0.00	0.00	\$3,970.00	\$3,970.00
204-55900-0348-003	POSTAL CHARGES RURAL	\$71.56	171.56	\$3,970.00	\$3,798.44
Postal Charges		\$119.26	219.26	\$11,910.00	\$11,690.74
204-55900-0355-001	TRAVEL	\$0.00	0.00	\$1,000.00	\$1,000.00
204-55900-0355-002	TRAVEL	\$0.00	447.00	\$500.00	\$53.00
204-55900-0355-003	TRAVEL	\$0.00	0.00	\$1,000.00	\$1,000.00
Travel		\$0.00	447.00	\$2,500.00	\$2,053.00
204-55900-0359-002	DISPOSAL FEES	\$0.00	1,201.39	\$7,343.00	\$6,141.61
Disposal Fees		\$0.00	1,201.39	\$7,343.00	\$6,141.61
204-55900-0361-001	PERMITS CITY	\$0.00	0.00	\$4,800.00	\$4,800.00
204-55900-0361-002	PERMITS SEWER	\$100.00	100.00	\$3,000.00	\$2,900.00
204-55900-0361-003	PERMITS RURAL	\$0.00	0.00	\$7,200.00	\$7,200.00
Permits		\$100.00	100.00	\$15,000.00	\$14,900.00
204-55900-0399-001	OTHER CONTRACTED SERVICES CITY	\$125.00	1,525.00	\$4,800.00	\$3,275.00
204-55900-0399-002	OTHER CONTRACTED SERVICES SEWER	\$350.00	5,350.00	\$3,000.00	(\$2,350.00)
204-55900-0399-003	OTHER CONTRACTED SERVICES RURAL	\$182.00	2,357.00	\$7,200.00	\$4,843.00
Other Contracted services		\$657.00	9,232.00	\$15,000.00	\$5,768.00
204-55900-0415-001	ELECTRICITY CITY	\$4,563.38	13,563.45	\$70,315.04	\$56,751.59
204-55900-0415-002	ELECTRICITY SEWER	\$10,923.15	34,100.69	\$133,494.16	\$99,393.47
204-55900-0415-003	ELECTRICITY RURAL	\$8,001.55	24,106.90	\$86,190.80	\$62,083.90
Electricity		\$23,488.08	71,771.04	\$290,000.00	\$218,228.96
204-55900-0425-001	GASOLINE CITY	\$1,297.17	4,006.53	\$12,490.92	\$8,484.39
204-55900-0425-002	GASOLINE SEWER	\$302.43	855.96	\$3,469.70	\$2,613.74
204-55900-0425-003	GASOLINE RURAL	\$1,945.77	6,029.34	\$18,736.38	\$12,707.04
Gasoline		\$3,545.37	10,891.83	\$34,697.00	\$23,805.17
204-55900-0434-001	NATURAL GAS CITY	\$0.00	575.94	\$1,891.38	\$1,315.44
204-55900-0434-002	NATURAL GAS SEWER	\$0.00	418.18	\$1,396.49	\$978.31
204-55900-0434-003	NATURAL GAS RURAL	\$0.00	863.91	\$2,837.09	\$1,973.18
Natural Gas		\$0.00	1,858.03	\$6,124.96	\$4,266.93
204-55900-0435-001	OFFICE SUPPLIES CITY	\$250.57	504.28	\$2,089.22	\$1,584.94
204-55900-0435-002	OFFIC SUPPLIES SEWER	\$58.67	298.56	\$1,069.78	\$771.22
204-55900-0435-003	OFFICE SUPPLIES RURAL	\$314.28	726.04	\$3,133.84	\$2,407.80
Office Supplies		\$623.52	1,528.88	\$6,292.84	\$4,763.96
204-55900-0450-001	TIRES AND TUBES CITY	\$1,207.50	1,511.05	\$1,753.20	\$242.15
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	\$1,895.90	2,351.23	\$2,629.80	\$278.57
Tires and Tubes		\$3,103.40	3,862.28	\$6,383.00	\$2,520.72

Account	September	2021 YTD	YTD Budget	YTD Budget	
	Actual Balance	Actual Balance	Total	Remaining	
204-55900-0463-001	TESTING (WATER SAMPLES, ETC) CITY	\$78.00	1,444.69	\$13,828.62	\$12,383.93
204-55900-0463-002	TESTING (WATER SAMPLES, ETC) SEWER	\$0.00	1,781.14	\$4,609.55	\$2,828.41
204-55900-0463-003	TESTING (WATER SAMPLES, ETC) RURAL	\$0.00	1,863.80	\$16,350.83	\$14,487.03
Testing		\$78.00	5,089.63	\$34,789.00	\$29,699.37
204-55900-0468-001	CHEMICALS CITY	\$0.00	8,637.53	\$46,200.00	\$37,562.47
204-55900-0468-002	CHEMICALS SEWER	\$2,250.39	9,567.33	\$59,500.00	\$49,932.67
204-55900-0468-003	CHEMICALS RURAL	\$0.00	12,948.87	\$69,300.00	\$56,351.13
Chemicals		\$2,250.39	31,153.73	\$175,000.00	\$143,846.27
204-55900-0499-001	OTHER SUPPLIES AND MATERIALS CITY	\$18,739.21	68,266.36	\$117,403.81	\$49,137.45
204-55900-0499-002	OTHER SUPPLIES AND MATERIALS SEWER	\$73.62	1,957.00	\$55,906.57	\$53,949.57
204-55900-0499-003	OTHER SUPPLIES AND MATERIALS RURAL	\$29,063.97	114,753.15	\$176,105.72	\$61,352.57
Other Supplies		\$47,876.80	184,976.51	\$349,416.10	\$164,439.59
204-55900-0506-001	LIABILITY INSURANCE CITY	\$2,361.33	7,083.99	\$28,333.33	\$21,249.34
204-55900-0506-002	LIABILITY INSURANCE SEWER	\$2,361.33	7,083.99	\$28,333.33	\$21,249.34
204-55900-0506-003	LIABILITY INSURANCE RURAL	\$2,361.34	7,084.02	\$28,333.34	\$21,249.32
Liability Ins		\$7,084.00	21,252.00	\$85,000.00	\$63,748.00
204-55900-0514-001	DEPRECIATION CITY	\$22,205.00	66,615.00	\$228,007.64	\$161,392.64
204-55900-0514-002	DEPRECIATION SEWER	\$22,205.00	66,615.00	\$334,773.12	\$268,158.12
204-55900-0514-003	DEPRECIATION RURAL	\$22,205.00	66,615.00	\$342,011.48	\$275,396.48
Depreciation		\$66,615.00	199,845.00	\$904,792.24	\$704,947.24
204-55900-0599-001	OTHER CHARGES CITY	\$3,952.92	20,921.75	\$25,000.00	\$4,078.25
204-55900-0599-002	OTHER CHARGES SEWER	\$6,107.25	16,490.77	\$25,000.00	\$8,509.23
204-55900-0599-003	OTHER CHARGES RURAL	\$5,915.26	19,728.48	\$25,000.00	\$5,271.52
Other Charges		\$15,975.43	57,141.00	\$75,000.00	\$17,859.00
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	\$8,437.44	22,079.50	\$104,845.06	\$82,765.56
204-55900-0603-003	INTEREST ON LOAN	\$0.00	3,273.30	\$15,740.96	\$12,467.66
Int on Loans		\$8,437.44	25,352.80	\$131,080.00	\$105,727.20
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
Office Equipment		\$0.00	0.00	\$8,000.00	\$8,000.00
Total Expenses		\$292,669.55	\$953,369.05	\$3,488,071.11	\$2,534,702.06
Net Profit/Loss		(\$37,872.57)	(\$95,088.95)	(\$298,592.94)	(\$203,503.99)

Hartsville Trousdale Water and Sewer Balance Sheet

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

Account	2022 Beginning Balance	Previous Period Balance	2022 YTD 09/30/21
204-11120-0000-000 CASH ON HAND	\$ 400.00	\$ 400.00	\$ 400.00
204-11130-0000-000 CASH WBT550167	\$ 124,257.11	\$ 86,731.64	\$ 23,581.71
204-11130-0000-001 CB CD MATURITY 12/18/2021 2.1877%	\$ 1,033,298.27	\$ 1,033,298.27	\$ 1,038,996.09
204-11130-0000-003 CB CD MATURITY 08/06/2023 2.75%	\$ 563,656.29	\$ 567,527.76	\$ 567,527.76
204-11130-0000-004 PAYROLL ACCOUNT	\$ 10,005.06	\$ 10,003.44	\$ 22,024.02
204-11130-0000-005 MONEY MARKET ACCOUNT	\$ 2,688,011.93	\$ 2,688,436.14	\$ 2,688,611.44
Total Cash	\$ 4,419,628.66	\$ 4,386,397.25	\$ 4,341,141.02
204-11140-0000-000 ACCOUNTS RECEIVABLE	\$ 328,548.41	\$ 314,262.50	\$ 334,525.61
204-11170-0000-000 CASH EQUIVALENTS/VOUCHERS	\$ 212.44	\$ 77.12	\$ 77.12
204-11600-0000-000 PREPAID ITEMS	\$ 85,008.04	\$ 70,840.04	\$ 63,756.04
204-12250-0000-000 NET PENSION ASSET	\$ 2,356.00	\$ 2,356.00	\$ 2,356.00
Short Term Assets	\$ 416,124.89	\$ 387,535.66	\$ 400,714.77
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 DEPCIATION BUILDINGS	\$ (19,524.97)	\$ (19,524.97)	\$ (19,524.97)
204-13400-0000-000 INFRASTURE	\$ 29,477,033.17	\$ 29,511,499.70	\$ 29,511,499.70
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 EQUIOMENT	\$ 1,717,657.17	\$ 1,746,409.07	\$ 1,746,409.07
204-13910-0000-000 ALLOWANCE FOR DEPRECIATION	\$ (973,956.66)	\$ (1,107,186.66)	\$ (1,173,801.66)
Long Term Assets	\$ 19,227,627.20	\$ 19,157,615.63	\$ 19,091,000.63
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	\$ 73,932.43	\$ 151,423.17
204-13800-0000-007 PAINTING PIPE GALLERY AT WTP	\$ -	\$ 8,200.00	\$ 8,200.00
204-13800-0000-008 TANK PROJECT	\$ 32,822.50	\$ 56,035.00	\$ 56,035.00
Construction in Progress	\$ 783,408.63	\$ 868,953.56	\$ 946,444.30
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
Changes in Pension	\$ 131,445.00	\$ 131,445.00	\$ 131,445.00
Total Assets	\$ 24,978,234.38	\$ 24,931,947.10	\$ 24,910,745.72
204-21100-0000-000 ACCOUNTS PAYABLE	\$ (253,957.22)	\$ (154,017.26)	\$ (80,646.04)
204-21200-0000-000 ACCRUED WAGES	\$ (12,564.74)	\$ (25,129.51)	\$ (47,244.57)
204-21310-0000-000 INCOME TAX WITHHELD	\$ -	\$ -	\$ 1,420.65
204-21320-0000-000 SOCIAL SECURITY TAX FICA	\$ -	\$ -	\$ 1,847.58
204-21325-0000-000 EMPLOYEE MEDICARE DEDUCTION	\$ -	\$ -	\$ 432.12
204-21330-0000-000 RETIREMENT CONTRIBUTIONS	\$ -	\$ -	\$ -
204-21342-0000-000 HEALTH INSURANCE	\$ 143.08	\$ 160.12	\$ 168.64
204-21343-0000-000 AMERICAN GENERAL	\$ (35.70)	\$ (12.08)	\$ (0.27)
204-21344-0000-000 DENTAL INSURANCE	\$ 12.85	\$ 158.21	\$ 219.07
204-21345-0000-000 AFLAC	\$ (189.50)	\$ (159.82)	\$ (144.98)
204-21346-0000-000 OTHER PR DED/LIFE OF ALABAMA	\$ (10.66)	\$ (10.66)	\$ (10.66)
204-21347-0000-000 AMERICAN FIEDLITY	\$ 48.54	\$ 179.90	\$ 245.58
204-21348-0000-000 VISION	\$ (4.66)	\$ 2.96	\$ 6.77
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)	\$ (6,992.45)	\$ (7,161.60)
204-21530-0000-000 DUE TO STATE SALES TAX	\$ (16,355.66)	\$ (16,042.07)	\$ (16,660.96)
204-21900-0000-001 LEAK PROTECTION	\$ 346.64	\$ 311.96	\$ 321.56
204-21900-0000-002 LINE PROTECTION	\$ (10.00)	\$ (20.00)	\$ (20.00)
204-21900-0000-003 LEAK PROTECTION SEWER	\$ -	\$ -	\$ (3,404.20)
204-21900-0000-004 LINE PROTECTION SEWER	\$ -	\$ -	\$ -
Short Term Liabilities	\$ (317,227.95)	\$ (229,952.93)	\$ (179,013.54)
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)	\$ (3,308,162.02)	\$ (3,302,624.02)
204-27200-0000-003 REVENUE BONDS PAYABLE RD 48085-1000	\$ (1,748,345.81)	\$ (1,743,167.26)	\$ (1,740,570.70)
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)
Long Term Liabilities	\$ (5,126,173.92)	\$ (5,109,945.28)	\$ (5,101,810.72)
Total Liabilities	\$ (5,443,401.87)	\$ (5,339,898.21)	\$ (5,280,824.26)
204-39900-0000-000 FUND BALANCE	\$ 19,534,832.51	\$ 19,592,048.89	\$ 19,629,921.46

Bass, Berry & Sims contact information

messages

awson, IV, John W. <JDawson@bassberry.com>
): "tommy.mcfarland@trousdalecountytn.gov" <tommy.mcfarland@trousdalecountytn.gov>

Fri, Aug 27, 2021 at 4:22 P

Tommy-

Thank you for reaching out to us. Below is my contact information. I look forward to hearing back from you.

John

John W. Dawson IV
Bass, Berry & Sims PLC
150 Third Avenue South, Suite 2800 • Nashville, TN 37201
615-742-7796 phone
jdawson@bassberry.com • www.bassberry.com

BASS BERRY + SIMS

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Tommy McFarland <tommy.mcfarland@trousdalecountytn.gov>
): "Dawson, IV, John W." <JDawson@bassberry.com>

Sun, Oct 10, 2021 at 10:55 A

Here is a copy of the ad placed in our local newspaper. You can follow the link to our website and click on the link RFQ for Legal Services. It will take you to the county's vendor registry. If you have any questions, please let me know. Thanks.

[Quoted text hidden]

--
Tommy McFarland, Gen. Mgr.
Hartsville Trousdale Water & Sewer Utility District
328 Broadway P.O. Box 66
Hartsville, TN. 37074
Office: 615-374-3484 Ext. 1127
Cell: 615-374-8252

 **RFQ Utility Attorney Ad 100421.docx**
17K

awson, IV, John W. <JDawson@bassberry.com>
): Tommy McFarland <tommy.mcfarland@trousdalecountytn.gov>

Mon, Oct 18, 2021 at 12:22 P

Tommy-

Thank you for sending this information to me. I am writing to let you know that we will not be participating in the RFQ process at this time. I think we would be well-suited to help with certain special projects, but we probably are not the right folks for your normal operations. I appreciate you thinking of us, and hopefully we will talk again down the road.

[Quoted text hidden]



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

**RESPONSE TO REQUEST FOR QUALIFICATIONS - LEGAL SERVICES - UTILITIES
HARTSVILLE/TROUSDALE COUNTY WATER AND SEWER UTILITY BOARD**

STATEMENT OF QUALIFICATIONS

1. name of firm, year organized, brief history of the firm, and any utility-related specialties

Branstetter, Stranch & Jennings, PLLC is the current name of the law firm founded in 1952 by the late Cecil Branstetter. For decades, the firm has had one of the premiere utility law practices in Tennessee. The firm represents water, sewer, and natural gas utilities across the state. Utilities come in many varieties, including utility districts, municipal utility boards, water and wastewater treatment authorities, and private utilities, and the firm has clients in all of these categories. The firm regularly advises utilities on their legal powers and responsibilities. The firm also has extensive experience negotiating and drafting contracts between utilities and other public entities, property owners, and vendors. It understands how utilities fit into the development process, from land use planning to easement acquisition. The firm often appears before state agencies that regulate utilities, specifically the Utility Management Review Board and the Tennessee Public Utility Commission (formerly the Tennessee Regulatory Authority). When required, the firm successfully litigates for utilities in federal and state courts. These lawsuits include jurisdictional and contract disputes, as well as condemnations. The firm has enjoyed a close relationship with the Tennessee Association of Utility Districts since TAUD's founding.

2. address and telephone number of the applicant

The firm may be contacted at The Freedom Center, 223 Rosa L. Parks Avenue, Suite 200, Nashville, TN 37203, (615) 254-8801, michaelw@bsjfirm.com.

3. provide the name of the principal attorney, and any other attorneys, who will provide services to THE UTILITY BOARD

Michael J. Wall, a member of the firm, leads the utility practice and would be the attorney primarily assisting the Utility Board. Benjamin A. Gastel, another member of the firm, and Jack Smith, a staff attorney, would also provide services as needed.

4. include a description of each attorney's education, years of legal experience, years of municipal government experience, and information on any utility-related specialties

Mr. Wall graduated from Vanderbilt University in 2002 and Vanderbilt University Law School in 2005. He has practiced law since 2005 and has concentrated in public utility law since 2017, when his predecessor at the firm, Don Scholes, left to become the General Counsel of TAUD. Mr. Gastel graduated from the University of Dayton in 2004 and Vanderbilt University Law School in 2007. He has represented the firm's utility clients in a variety of litigation. Jack Smith graduated from the University of Tennessee College of Law in 2018 and assists utility clients with both transactional and litigation matters.

5. provide a list of up to three current municipal or other governmental clients, a contact person for each, and a telephone number for the contact person

Although the firm advises and represents a large number of water, sewer, and gas utilities across Tennessee, the following are three utilities that regularly use the firm's services:

Milcrofton Utility District of Williamson County, Tennessee-- Mike Jones, General Manager, (615) 794-5947

Mallory Valley Utility District of Williamson County, Tennessee-- Jenny Clarke, General Manager, (615) 628-0237

Poplar Grove Utility District of Tipton County, Tennessee-- David Braden, General Manager, (901) 837-0181

6. for each municipal or other governmental client, please summarize the type of services provided

For each of the three utility clients listed above, the firm has provided advice on a wide range of issues, prepared contracts, represented the client in litigation, and served as local counsel for bond issues.

7. summarize your legal philosophy and how you can help THE UTILITY BOARD achieve their goal of developing an efficient, effective, and transparent waterworks and sewerage system

Every attorney should have solid research skills and the ability to write in a clear, concise manner, whether to clients, third parties, or courts. Attorneys should also be able to interact with a variety of people and present clients in a positive light. I and other attorneys at the firm have these skills, which allows us to provide excellent legal representation to our clients. Furthermore, our experience and familiarity with utility systems allows us to understand clients' problems quickly and offer practical legal solutions.

8. please note if the firm has represented or sued THE UTILITY BOARD during the last five years and if so the outcome

The law firm has not sued the Utility Board. Before Don Scholes left the firm in 2017, he provided legal advice to the Utility Board or its predecessor entity.

9. summarize the three largest utility projects and/or cases in the past five years led by the principal attorney assigned to this contract and the outcome

I am currently representing a utility district in a contentious condemnation matter, in which the firm obtained an easement after a two-day trial, as well as an injunction prohibiting interference with the easement.

I am currently part of a team consulting with the State of Tennessee on utility issues, including wastewater issues, at the Memphis Regional Megasite.

Three years ago, I successfully represented a utility district in a proceeding before the county mayor involving the utility district's exclusive right to serve customers inside its boundaries. I successfully represented the same utility district in a related lawsuit following the county mayor proceeding.

10. please list any clients that you currently represent that may cause a conflict of interest with your responsibilities with THE UTILITY BOARD. Describe how you plan to resolve these or any future conflicts of interest

I do not believe the firm has any other clients that present a likely conflict of interest.

11. please provide proof of a malpractice policy in an amount of \$1 million aggregate and an agreement to keep in effect while representing THE UTILITY BOARD

Please see the attached certificate of professional liability insurance. The firm will maintain at least \$1 million in such coverage while it represents the Utility Board.

12. please provide proof that the firm and its attorneys are in good standing with the TN State Bar

Mr. Wall, Mr. Gastel, and Mr. Smith are all in good standing. They can obtain certificates of good standing from the Tennessee Supreme Court but will need additional time for processing.

13. please provide a list of grievances filed with the TN State Bar against the attorneys' providing services to THE UTILITY BOARD

No such grievances have been filed against Mr. Wall, Mr. Gastel, or Mr. Smith.

14. please provide a list of any lawsuits filed against the attorneys that will be providing services to THE UTILITY BOARD or against the law firm

No lawsuits have been filed against Mr. Wall, Mr. Gastel, or Mr. Smith relating to their work at the law firm. In 2016, former clients filed a lawsuit against the law firm and an attorney who no longer practices at the firm relating to an immigration matter. The action was dismissed. More than 10 years ago, an association of electrical contractors sued attorney R. Jan Jennings over a settlement in an employment benefits lawsuit. This action was also dismissed.

PROPOSED FEE SCHEDULE FOR LEGAL SERVICES - UTILITIES

The following rates are proposed for Legal Services - Utilities to THE UTILITY BOARD by Branstetter, Stranch & Jennings, PLLC:

General Legal Advice and Representation: \$400 per hour for members, \$250 per hour for associates and staff attorneys, \$150 per hour for paralegals

Other Fees and Expenses (please explain): For new development projects, such as subdivisions and commercial developments, the firm charges a fee equal to 2% of the estimated construction costs for the development's utility system. This fee pays for the drafting of a water service contract with the developer and any revisions, as well as general advice and consultation related to the development.

I, Michael Wall, acting on behalf of the firm of Branstetter, Stranch & Jennings, PLLC, certify that I have reviewed and fully understand THE UTILITY BOARD Request for Qualifications for Legal Services. I further certify and swear that the information submitted in response to the Request for Qualifications is a true, correct, and complete representation of our firm's ability to provide such services.

Michael Wall
Signature

10/18/21
Date