

Town of Thompson's Station  
Utility Board  
Meeting Agenda  
March 16, 2022

**Call Meeting To Order**

**1. Consideration Of The Minutes Of The February 23, 2022, Regular Utility Board/Public Meeting.**

Documents:

[ITEM 1- MINUTES 2-23-2022 UTILITY BOARD\\_PUBLIC MEETING.PDF](#)

**2. System Operator's Update:**

**3. Approve Resolution 2022-006 And Forward To BOMA For Their Perusal: A Resolution Of The Town Of Thompson's Station, Tennessee, To Establish And Approve The Guidance And Considerations As Criteria For The Appointment Of Utility Board Members For The Town Of Thompson's Station.**

Documents:

[ITEM 3 - RESOLUTION 2022-006 TO APPROVE THE CRITERIA FOR THE APPOINTMENT OF UTILITY BOARD MEMBERS 3.6.22.PDF](#)

**4. Approve Resolution 2022-007 And Forward To BOMA For Their Perusal: A Resolution Of The Town Of Thompson's Station, Tennessee For The Expansion Of The Membrane Bioreactor System For The Town Of Thompson's Station.**

Documents:

[ITEM 4 - RESOLUTION 2022-007 FOR MBR EXPANSION - 3.11.22.PDF](#)

**5. Barge Design Updates-Paul Bizier:**

- a. Bridgemore I & I Update
- b. MBR Project Update
- c. Force Main and Pump Station on Highway 31 and Thompson's Station Road
- d. Capacity Reservations Update

Documents:

[ITEM 5 - TS\\_UB\\_031622.PDF](#)

**6. Adjourn**

*This meeting will be held at 6:00 p.m. at the Thompson's Station Community Center  
1555 Thompson's Station Rd West*

**Town of Thompson's Station  
Public Meeting/Utility Board  
Meeting Minutes  
February 23, 2022, 6:00 p.m.**

**Call to Order:**

Utility Board Members and staff attending the Public Meeting/Utility Board meeting were Chairman Jeff Risdien, Alderman Brian Stover, Utility Board Members Skip Beasley, Bruce Difrancisco, Joshua Mayo, Charles Starck, Town Administrator Ken McLawhon, Finance Director Steve Banks, Planning Director Micah Wood, Wastewater Coordinator Kenny Bond, Town Clerk Regina Fowler, and Town Attorney Kirk Vandivort.

1. **PUBLIC HEARING/MEETING:** The Town of Thompson's Station held a **PUBLIC MEETING** on February 23, 2022, at 6:00 p.m. local time, at the Town of Thompson's Station Community Center, 1555 Thompson's Station Road, West, Thompson's Station, TN 37179 to provide information about the Town of Thompson's Station Application for a Clean Water/Drinking Water State Revolving Fund Loan in the amount of \$15,400,000.00 to construct Regional Wastewater Treatment Plant upgrades and the resulting impact on monthly wastewater/sewer bills. Questions prior to the meeting were directed to Steve Banks at 615-794-4333. All attendees were directed to sign-in.

**The Public Meeting was opened up for Presentations and Public Comments:**

Matthew Johnson-Barge Design presented a PowerPoint presentation for the Regional Town of Thompson's Station Wastewater Treatment Plant Improvements Public Meeting:

**Project Overview:**

- Average flow at Regional Facility 415,000 GPD
- Permitted Regional Facility Wastewater Treatment Capacity 470,000 GPD
- Total Committed Sewer Capacity (Built, Approved to Build or Reserved) 950,000 GPD

A Regional Facility Service Area Map (draft proposal) was displayed. Currently 470,000 gallons per day permitted capacity, average daily flow 415,000 gallons per day.

**Project Overview cont.:**

- Two treatment lagoon ponds
- Overall facilities are in good condition
- Current facility is undersized for future demands
- Potential future reliability concerns.

**Plant Improvement Project Scope:**

- New influent pump station and influent screening
  - Modify existing lagoon to provide effluent storage
  - New biological treatment process equipment
  - Additional disinfection unit
  - New solids treatment process
  - New standby generator
- A Project Overall Map was displayed:

**Project Costs:**

- Opinion of Probable Construction Cost: \$15,400,000.00

**Estimated Project Schedule:**

- Construction Bidding & Contract Execution: May 2022 – July 2022
- Construction: August 2022 – April 2024

**Short Term Impacts:**

- Increased Construction Traffic
- Increase in Construction Noise
- No Anticipated Impacts to Service

**Long Term Benefits:**

- Town will be able to meet its wastewater service commitments
- Additional capacity to meet future needs
- Optimized existing footprint and easily expandable
- Higher quality effluent

Steve Banks, Finance Director presented a PowerPoint presentation on Impact User Rates.

**Impact on User Rates:**

**Why borrow \$15,400,000.00?**

- New MBR System
- No Tax dollars are used
- 1% Interest Rate

**Wastewater User Fees:**

- MTAS Revenue Sufficiency Study in February 2018
- MTAS Revenue Sufficiency Study in January 2020
- MTAS Revenue Sufficiency Study in January 2021

**Wastewater Impact Fees:**

- BOMA first WW Impact Fees in 2007
- WW Impact Fees changed in 2010
- Jackson Thornton Consulting WW Impact Fees Review in February – April 2020
- BOMA Passed New WW Impact Fees April 2020
- BOMA Passed WW User Fees in March 2021
- The Old Fee was Based on the Water Fee
- Before there was a \$55.00 Maximum Fee
- July 1, 2022 -Monthly Fee \$29.00 month and Usage Rate of \$8.10 per 1,000 gallons

**Ordinance - New Fees Take Effect:** (Thompson's Station is unique in that we do not have a waterway for discharge, all other Williamson County Municipalities do!)

- Increase Impact Fees
- Removed the User Cap
- New Developments Requires a 25% Deposit
- BOMA Approved Use of Federal and State Funds toward the WWTP

A Monthly Water and Wastewater Fee Comparison was shown to indicate where Thompson's Station falls in line with surrounding municipalities.

**Corey Howse - 2732 Thompson's Station Road, East, T.S.:** He is representing the Connection Hill Primitive Baptist Church congregants. Several of his congregation are elderly and have lived in or near the Town for years and are on septic tanks. Is there any way this Utility Board would consider the use of federal funds to assist the elderly/local residents that live in close proximity to the downtown area with installation to the System and then forward this on to BOMA for consideration? Also, the Church has been in Thompson's Station for 151 years. This Church being a historic site would love to build in Thompson's Station. It is their understanding the projection for WW hookup is a 2–3-year process. How soon could the Church hook up and connect? They have received paperwork to sign up for WW system and will return said paperwork and fees for consideration.

**Malcolm Nevils - 1721, 1725 & 1728 School Street, T.S.:** He lived here when Thompson's Station built the WW system, and the residents were promised access to the system. Are the residents that live on School Street and 2,000 – 3,000 feet past the railroad tracks on Thompson's Station Road, West, even being considered for hook-up to the System? These residents have lived here for years and pay taxes and would like to know if they are even in the discussion? Please keep these residents in mind in regard to this project.

**Chairman Ridsen** - Responded that no conversation has come before the Utility Board prior, but they will have conversations with the Town Staff in reference to these questions.

**There being no other Public Comments, Chairman Ridsen closed the Public Meeting & Public Comments:**

2. **Minutes: Consideration of the minutes of the January 19, 2022, regular meeting was presented:** Alderman Brian Stover made a motion to approve the January 19, 2022, regular meeting minutes. The motion was seconded by Skip Beasley and carried 6 yay 0 nay.

3. **System Operators Update-Kenny Bond:** No major changes, Cell 1 contains approximately 3.5' – 4' of liquid/sludge.

4. **Barge Design Updates-Matthew Johnson:**

a. **Bridgemore I/I Update:** Review meeting was held with Town staff. Bidding documents have been finalized and provided to the Town.

**b. MMBR Project:** TDEC to finalize SOP permit. Plan of Operation and Sewer Use Ordinance approved by SRF. SRF financial review complete; review letter has been received. Public meeting scheduled and held. FONSI and loan application documents will be issued after public meeting.

**c. Force Main & Pump Station Highway 31 and Thompson’s Station Road:** Developer plans for pipe and pump station have been reviewed and comments provided from Town staff and Town engineer. Recent meetings have been held with Town staff, developer, church representatives and Town engineer. Engineer for developer finalizing plans.

**d. Capacity Reservations Update:**

Development Info			Status	
ID	Name	Requested Load(gpd)	BOMA Approval	Officially Reserved (gpd)
1	Reliford Home	250	X	250
2A	Tollgate Village - Sec. 18B	78,000	X	78,000
3	Moon Property	47,500		
4	Tollgate Village - Sec. 16B	17,250	X	17,250
5	Parsons Valley	88,250	X	88,250
6	Reliford Home - Pantall Rd	250	X	250
7	2762 Critz Lane	22,250		
8	2683 Clayton Arnold Rd	250		
9	Anson Property	500	X	500
10	Street Scaping	500		
11	Twice Daily	3,000		
12	A1 Home Builders, Inc	4,500		
13	2752 Critz Lane	1,500		
14	4561 Columbia Pike	32,040		
15	2752 Thompson Station Rd E	1,750		
Total		297,790		184,500

**5. Proposed Utility Board Membership Criteria:** After much discussion, Town Legal Counsel will consult with the TN Comptroller’s office and draft a resolution to be brought back

Page 5

before the Utility Board for their perusal and if criteria is approved it will then be brought before BOMA for their approval/disapproval.

**Adjourn:**

There being no further business, the meeting adjourned at 8:35 p.m.

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**Chairman, Jeff Riden**

**RESOLUTION NO. 2022-006**

**A RESOLUTION OF THE TOWN OF THOMPSON'S STATION, TENNESSEE, TO ESTABLISH AND APPROVE THE GUIDANCE AND CONSIDERATIONS AS CRITERIA FOR THE APPOINTMENT OF UTILITY BOARD MEMBERS FOR THE TOWN OF THOMPSON'S STATION**

**WHEREAS**, the Town of Thompson's Station adopted Ordinance No. 2019-002 establishing a utility board for the Town on February 12, 2019; and

**WHEREAS**, under the Ordinance adopted by the Town establishing the Utility Board, the Town in the language of the Ordinance did provide some control and/or operational powers to the Utility Board, but generally, the Utility Board was established as an advisory board; and

**WHEREAS**, as the Board of Mayor and Alderman recognizes the importance of the advice and insight provided by the Utility Board to the Board of Mayor and Alderman toward decisions that impact the welfare and best interest of citizens of the Town of Thompson's Station, the Utility Board recommends and the Board of Mayor and Alderman does adopt the following guidance and considerations as criteria for the appointment of members to the Utility Board, as follows:

**Resident Applicant:**

1. Must be able to demonstrate residency within the town limits of Thompson's Station;
2. Must provide a letter to the Board describing why the applicant is interested in serving on the Utility Board;
3. Must provide a statement as to why as a resident of the Town of Thompson's Station the applicant is uniquely positioned or qualified to serve in an advisory role to the Board of Mayor and Alderman in the capacity as a Utility Board member;
4. Must be able to meet the MTAS training requirements;
5. Must be able to ensure compliance with the Town of Thompson's Station adopted Code of Ethics and Conflicts of Interest policy.

**Nonresident Professional Applicant:**

1. Does not have to be a Thompson Station Resident;
2. Must provide a letter to the Board describing why the applicant is interested in serving on the Utility Board.
3. Must demonstrate technical proficiency in a recognized field or profession or by years of experience in a recognized field or profession;
4. Must provide a statement as to why as a non-resident of the Town of Thompson's Station the applicant is uniquely positioned or qualified to serve in an advisory role to the Board of Mayor and Alderman in the capacity as a Utility Board member;
5. Must be able to meet the MTAS training requirements;
6. Must be able to ensure compliance with the Town of Thompson's Station adopted Code of Ethics and Conflicts of Interest policy.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMAN OF THE TOWN OF THOMPSON’S STATION, AS FOLLOWS:**

1. The Town does adopt and establish the following guidance and considerations as criteria for the appointment of members to the Utility Board, as follows:

**Resident Applicant:**

- 1.** Must be able to demonstrate residence within the town limits of Thompson’s Station;
- 2.** Must provide a letter to the Board describing why the applicant is interested in serving on the Utility Board;
- 3.** Must provide a statement as to why as a resident of the Town of Thompon’s Station the applicant is uniquely positioned or qualified to serve in an advisory role to the Board of Mayor and Alderman in the capacity as a Utility Board member;
- 4.** Must be able to meet the MTAS training requirements;
- 5.** Must be able to ensure compliance with the Town of Thompson’s Station adopted Code of Ethics and Conflicts of Interest policy.

**Nonresident Professional Applicant:**

- 1.** The applicant does not have to be a Thompson Station Resident;
- 2.** Must provide a letter to the Board describing why the applicant is interested in serving on the Utility Board;
- 3.** Must demonstrate technical proficiency in a recognized field or profession or by years of experience in a recognized field or profession;
- 4.** Must provide a statement as to why as a non-resident of the Town of Thompon’s Station the applicant is uniquely positioned or qualified to serve in an advisory role to the Board of Mayor and Alderman in the capacity as a Utility Board member;
- 5.** Must be able to meet the MTAS training requirements;
- 6.** Must be able to ensure compliance with the Town of Thompson’s Station adopted Code of Ethics and Conflicts of Interest policy.

2. This Resolution shall be in full force and effect from and after its date of adoption by the Town of Thompson’s Station Board of Mayor and Aldermen.

**RESOLVED AND ADOPTED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2022.**

\_\_\_\_\_  
**Corey Napier, Mayor**

ATTEST:

\_\_\_\_\_  
Town Recorder

APPROVED AS TO LEGALITY AND FORM:

\_\_\_\_\_  
Town Attorney



**RESOLUTION NO. 2022 - 007**  
**A RESOLUTION OF THE TOWN OF THOMPSON'S STATION, TENNESSEE**  
**FOR THE EXPANSION OF THE MEMBRANE BIOREACTOR SYSTEM FOR THE TOWN OF**  
**THOMPSON'S STATION**

WHEREAS, the Board of Mayor and Alderman for the Town of Thompson's Station recognizing the growth and need for the improvement of the infrastructure of the Town for the benefit of the citizens of the Town of Thompson's Station as to the treatment of wastewater and affluent disposal did approve the project for the Membrane Bioreactor System (MBR) for treatment of up to (1,000,000) one-million gallons of capacity per day;

WHEREAS, the Utility Board of the Town of Thompson's Station (the "Utility Board"), having met in regular session and, along with the Town of Thompson's Station's staff recognizing and understanding the increase of growth of residential and commercial development occurring within the Town, have recommended for the expansion of the treatment capacity of the Membrane Bioreactor System (MBR) by (500,000) five-hundred thousand gallons to one-million and five-hundred thousand (1,500,000) gallons of capacity per day for the Town of Thompson's Station;

WHEREAS, the Board of Mayor and Alderman is of the opinion that such expansion of the MBR system for treatment of wastewater and improvement to the infrastructure is in the best interest of the Town and based on the recommendations of the Utility Board and the Staff for the Town of Thompson's Station, the Board of Mayor and Alderman does approve the infrastructure project for the expansion of the Membrane Bioreactor System by (500,000) five-hundred thousand gallons per day to one-million and five-hundred thousand (1,500,000) gallons of capacity per day for the Town of Thompson's Station;

NOW, THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen of the Town of Thompson's Station as follows:

That the Board of Mayor and Alderman finds that the Utility Board and Staff for the Town of Thompson's Station has recommended the expansion of the wastewater treatment capacity of the Membrane Bioreactor System (MBR) by (500,000) five-hundred thousand gallons to one-million and five-hundred thousand (1,500,000) gallons of capacity per day for the Town of Thompson's Station

That the Board of Mayor and Alderman finds that based on that recommendation and other considerations for the expansion, that it is in the best interest of the Town and does approve the infrastructure project for the expansion of the Membrane Bioreactor System by (500,000) five-hundred thousand gallons per day to one-million and five-hundred thousand (1,500,000) gallons of capacity per day for the Town of Thompson's Station;

The Board of Mayor and Alderman do hereby approve and authorize the Mayor to sign the appropriate documents on behalf of the Town for that purpose.

RESOLVED AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_ 2022.

\_\_\_\_\_  
**Corey Napier , Mayor**

ATTEST:

\_\_\_\_\_  
Town Recorder

APPROVED AS TO LEGALITY AND FORM:

\_\_\_\_\_  
Town Attorney

Thompson's Station, Tennessee

# Utility Board Meeting

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March 16, 2022



# Bridgemore I/I Update

- Bidding documents are being revised based on recent Town input.
- Bidding schedule is being developed with bid opening projected in next 4 to 6 weeks.

# Regional Plant Project Update

- TDEC to finalize SOP permit.
  - Public meeting documentation has been submitted to SRF.
  - FONSI and loan application documents will be issued after public meeting documentation has been approved.
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# Hwy 31 Pump Station and Force Main Update

- Recent meetings have been held with Town staff, the developer, church representatives, and Town engineer.
  - Proposed pump station area has been staked for church representatives to review.
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# Capacity Reservation Update

Development Info			Status	
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2A	Tollgate Village - Sec. 18B	78,000	X	78,000
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Total		299,390		184,500

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*Thank You!*

