

AGENDA
BOARD OF MAYOR AND ALDERMEN
REGULAR MEETING

August 4, 2026

6:00 P.M.

Call to Order Lori Staton, Mayor

Roll Call Town Recorder

Prayer..... Alderwoman Carol Keith

Pledge of Allegiance Chief of Police, Greg Depew

Executive Session – Herrin, McPeak, & Associates Briefing

Discussion and Action: Approval of Meeting Minutes for July 21, 2026

First Session of Public Comments..... Three (3) Minutes: Provide Name and Address for Record

Discussion and Action: Contract with Jr. Patriots for Use of the Bluff City Ball Field

Discussion: Sanitary Sewer Review - Bluff City Water Department received a 97% Rating and Remains in the State's "Approved" Category.

Report from Town Attorney.....J. Paul Frye, Attorney at Law

Financial Report

Department Reports

Town Report Krista Morris, Town Manager
Austin Smith, Mattern and Craig

Report from Sullivan County District 5 Commissioners Commissioner Hershel Glover
 Commissioner Dwight King

Board of Mayor and Aldermen Comments:

Vice-Mayor Ben Adams

Alderwoman Carol Keith

Alderman Jerry Malone

Alderwoman Carolyn Payne

Alderman Eric Johnson

Mayor Staton

Old Business

New Business

Second Session of Public Comments.... Three (3) Minutes: Provide Name and Address for Record

Adjournment

Recreation Agreement

This agreement entered into as of the date of the respective signatures of the representatives of the entities herein named, by and between the Town of Bluff City, Tennessee, a Municipal Corporation hereinafter referred to as Town, and Impact Community Center, d/b/a Jr. Patriots, hereinafter referred to as Patriots.

WITNESSETH:

In consideration of the Town allowing Patriots to conduct certain Patriots activities and sports activities upon property controlled by the Town, specifically a baseball and softball league and for other good and valuable considerations, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. Patriots do hereby agree to indemnify and hold harmless Town for and from any and all claims of every nature whatsoever for personal injury and damages to property, for and from occurrences upon property controlled by Town arising out of participation by Patriots members, participants, etc., in Patriots sanctioned activities.

2. Patriots further agree to procure and to cause to remain in full force and effect adequate liability insurance coverage regarding Patriots' activities on Town property, said liability insurance to be in the minimum amount of \$1,000,000.00 per occurrence. Same shall provide that the Town be an additional named insured thereunder. Patriots shall cause to be furnished to Town a Certificate of Insurance in compliance with above stated requirements.

3. Patriots further agree that in conducting its sports activities on property of Town that it shall for itself, its agents, employees and participants at all times be subject to and adhere to all rules and regulations of Town, all park rules and regulations and all Ordinances of Town.

4. Patriots further agree that as sponsor of sports activities and for all Patriots sanctioned activities, it shall require all participants to execute waivers individually if they are adults, and by parent or guardian if they are minors, wherein all rights of actions or claims against Town for injuries or damages sustained by any participants in activities conducted on Town property shall be waived, and said waiver shall be filed with Town prior to the beginning of each sports season. Any participant for whom said waiver has not been filed with Town shall not be allowed to take part in activities on Town property.

5. Patriots further agree to be responsible for all repairs and maintenance of the ball fields and facilities in connection therewith.

6. Patriots agree to be responsible for the payment of the water, sewer and electric bills for the facilities at the ball field.

7. Patriots shall provide training and a written policy on concussion awareness and treatment to all staff, coaches, volunteers and parents involved in organized athletics for minors pursuant to *T.C.A. §68-55-501, et seq.*

8. Patriots shall inform and educate all coaches, youth athletes and their parents or guardians of a sudden cardiac event, to require removal of an athlete demonstrating those symptoms and require medical clearance prior to returning to the game. Patriots shall further provide an indemnification signed by every parent whose minor child participates in any organized athletics.

9. That this agreement shall be for an initial term of one (1) year from the date of signing and shall automatically renew for the next two (2) years unless the Patriots or the Town shall give notice of intent not to renew the Recreation Agreement at least ninety (90) days prior to the annual renewal date.

Town of Bluff City
P.O. Box 70
Bluff City, TN 37618

Impact Community Center, d/b/a
Jr. Patriots

IN TESTIMONY WHEREOF, the Town and Patriots have hereunto affixed their signatures on the dates first written hereinbelow.

Christopher Laisure

Date

Attest: Board Member

Date

Lori Staton, Mayor

Attest:

Approved as
to Form:

J. Paul Frye, Town Attorney



STATE OF TENNESSEE
DEPARTMENT OF ENVIRONMENT AND CONSERVATION
DIVISION OF WATER RESOURCES
Johnson City Environmental Field Office
2305 Silverdale Road
Johnson City, Tennessee, 37601
Phone 423-854-5400 Statewide 1-888-891-8332 Fax 423-854-5401

July 28, 2026

The Honorable Lori Staton, Mayor
Town of Bluff City
P.O. Box 70
Bluff City, Tennessee 37618

RE: **Sanitary Survey of Community Water System and NOTICE OF NON-COMPLIANCE and NOTICE OF VIOLATION**
Bluff City Water Department
PWSID TN0000061
Sullivan County

Dear Mayor Staton:

On June 25, 2026, personnel from the Division of Water Resources (DWR) visited Bluff City Water Department and initiated a Sanitary Survey. The Survey consisted of a records review to document the operational performance of the system and an on-site inspection of the water treatment and distribution system. The Survey covered the time period from May 2024 – June 2026. The Division would like to thank you for your courtesy, willingness to work with the Division, and timely responses to Division requests. In accordance with the Sanitary Survey Manual, Bluff City Water Department earned 586 points out of a possible 599 points for a numerical score of ninety-seven percent (**97%**). This rating retains Bluff City Water Department in the State's "**Approved**" category.

Although the Division of Water Resources has authority under the Tennessee Safe Drinking Water Act (Act) to enforce for any violation of the Act, the Division also utilizes EPA's Enforcement Targeting Tool (ETT) to prioritize systems for formal enforcement. Violation types are assigned a point value depending on severity. As part of its responsibilities as a primacy agency, the Division will prioritize a public water system for formal enforcement action if its ETT score reaches a point total of 11, or if the system has the same violations or deficiencies identified in consecutive sanitary surveys. Based on the current ETT listing, Bluff City Water Department has an ETT score of 6.

This letter also serves as a **NOTICE OF NON-COMPLIANCE** for the following repetitive deficiency that was noted in the 2024 Sanitary Survey. As a result, a **Compliance Review Meeting** has been scheduled on **September 30, 2026, at 10:00am** at the Johnson City Field Office. Please have all personnel deemed necessary by the water system present at this meeting. The physical address for the Johnson City Environmental Field Office is 2305 Silverdale Drive, Johnson City, TN 37601.

Section 7: Pumps, Pump Facilities and Controls

- **Subsection A. Pump Facilities**

Division Rule 0400-45-01-.17 and its subparts establish maintenance requirements for pumping equipment and distribution pump stations. Pump stations are required to be maintained and secured.

During the 2021 Sanitary Survey, it was noted that the main pump station for Bluff City Water Department did not have duplicate pumps as required. This deficiency was also noted on the 2024 Sanitary Survey and a Notice of Violation was issued for a repetitive deficiency. At the time of the current Survey, duplicate pumps were not in place at this pump station. The pump station is also in a state of disrepair with structural repair needed. A Corrective Action Plan, including a timeline for repairs and pump installation, is required to be submitted to the Johnson City Environmental Field Office by **September 14, 2026**.

This letter also serves as a **NOTICE OF VIOLATION** for the following repetitive deficiencies that were noted in the 2024 Sanitary Survey:

Section 1: System Management and Operation

- **Subsection H. Emergency Operations Plan**

Division Rule 0400-45-01-.17(7) requires all community water systems to prepare and maintain an Emergency Operations Plan (EOP) that includes a Drought Management Plan. The EOP and the Drought Management Plan are required to be reviewed, updated, and submitted to the Department at least once every three years.

During the 2024 Survey, it was noted that the Drought Management Plan for the system had not been updated in the required three year time frame. An update to this plan was required following that Survey, but Division records indicate this requirement was not completed. In addition, an updated Emergency Operations Plan has not been submitted by the system within the required three year time frame. An updated version of each plan is required to be submitted to the Johnson City Environmental Field Office **within 60 days**.

Section 3: Source

- **Subsection D. Source Protection Plans**

Division Rule 0400-45-01-.34(1)(g)(3) requires public water systems using a well source to submit a Wellhead Protection Plan to the Division of Water Resources every three years.

As noted in the 2024 Survey, the system's Wellhead Protection Plan was last updated in on in January 2021. An update to this plan is currently past due and was required to be completed following that Survey, but Division records indicate this requirement was not completed. A full update to this plan, including current source pictures, is required to be submitted to the Johnson City Environmental Field Office **within 60 days**.

Section 4: Treatment

- **Subsection F. Filtration/Alternative Technology**

Division Rule 0400-45-01-.17(17) requires that all equipment used in and for the production and distribution of water be well maintained and reliable.

During the 2024 Sanitary Survey, it was noted that the loss of head gauges on the pressure filters were not operational. At the time of the current Survey, one of the loss of head gauges was still inoperable. A plan for the repair of this equipment is required to be submitted with the Sanitary Survey response.

The following deficiencies, comments, and/or recommendations as outlined in the Sanitary Survey Rating Form were identified during the Survey and should be addressed as applicable. A written response to the deficiencies in this letter is required to be provided to the Johnson City Environmental Field Office in the Corrective Action Plan required by **September 14, 2026**.

1. Section 1: System Management and Operation

- **Subsection A. Record Keeping**

Division Rules 0400-45-01-.33 and 0400-45-01-.35 detail the requirements for the submission of lead and copper monitoring documentation and Consumer Confidence Report (CCR) documentation to the Division of Water Resources.

During the current rating period, the system incurred one violation relating to CCR documentation. In December 2025 the system was notified of a violation of CCR content requirements incurred during the publication of the 2024 CCR. Specifically, the reported 90% value for copper was incorrect, and multiple website links in the document were reported incorrectly.

2. Section 2: Operator Compliance

- **Subsection A. Certified Operator - Plant and Distribution System**

Division Rule 0400-45-01-.17(1)(a) requires that all community water systems which are designated as a surface supply or groundwater under the direct influence of surface water and classified as a filtration system and all iron removal plants which use gravity filters must have an operator in attendance and responsible for the treatment process when the plant is in operation. In addition, the Tennessee Code Annotated Title 68-221-904, requires that all operators in direct responsible charge of a water supply system, including the treatment plant and/or distribution system, must be certified by the Department as competent to operate the water supply system.

The current operator in direct charge of water treatment for Bluff City water treatment plant is an offsite operator and there are no records indicating the operator has been on site at the water treatment plant recently. Although the Division previously allowed the water system to contract an offsite operator, the intent was that it was a temporary situation to allow Bluff City more time to contract an onsite certified operator considering an ongoing operator shortage statewide. However, the lack of required updates to essential water system records such as the Emergency Operations Plan, Drought Management Plan, and Wellhead Protection Plan, along with the current state of maintenance needs at the water treatment plant indicates an onsite certified operator in direct charge is necessary to regain compliance with public water system rules and requirements. Currently, uncertified staff, who also have responsibilities in various other city departments, are operating the water treatment plant on a daily basis. This situation does not allow the amount of focus that is required to properly operate and maintain the water treatment plant. In addition, the Division requires uncertified operators to work under detailed Standard Operating Procedures (SOPs) prepared by the certified operator in direct charge of the water treatment plant. The current SOPs for the water treatment plant do not meet this requirement. **Bluff City Water Department is required to obtain the services of a Water Treatment 2 or higher certified operator within 60 days to satisfy operator availability requirements.**

3. Section 4: Treatment

- **Subsection L. Maintenance of Equipment, Buildings and Grounds**

Division Rule 0400-45-01-.17(17) requires that all buildings used in and for the production and distribution of water be well maintained.

During the Survey it was noted that maintenance is required at the water treatment plant. A significant amount of peeling paint and rust are present on the filter housings and pipes throughout the plant. Water was present on a large amount of the plant floor and inspectors were unable to determine the source or sources of the water. A lock was not present on the clearwell hatch. A plan addressing the

maintenance deficiencies at the water treatment plant is required to be submitted to the Johnson City Environmental Field Office in the Corrective Action Plan.

General Observations, Comments, and Other Recommendations

1. The annual facility maintenance fees for public water systems are based on the number of service connections within the distribution system. As part of the Sanitary Survey, the water system is required to provide updated information regarding the number of connections served by the system. The attached service connection form is required to be submitted to the Johnson City Environmental Field Office by **September 7, 2026**. This form may be submitted electronically via email to Dawnl.taylor@tn.gov or along with the required Corrective Action Plan.
2. The filtration system at the water treatment plant has a design capacity of 0.325 million gallons per day (MGD). Based on a calculated average daily pumpage 0.240 MGD over the past 12 months, the filtration system is currently operating at 77% of the design capacity. As a reminder, regulations require that the system begin to explore expansion of the treatment system once operation reaches 80% of design capacity.
3. Lead and copper monitoring was conducted in 2024. 10 sites were monitored, with all sites testing below the action levels for lead and copper. The next round of monitoring is required to be completed between June 1 and September 30, 2027.
4. An updated Drinking Water Monitoring Program in accordance with Rule 0400-45-01-.17(3) is enclosed. The system is recertified for the analysis required in the monitoring program until the next Sanitary Survey. Please note that weekly monitoring for finished water hardness has been added to the monitoring program.

Again, I would like to thank Bluff City Water Department personnel for their assistance and courtesy during the Sanitary Survey. If you have any questions or need additional information, please contact the Johnson City Environmental Field Office staff, Will Parks at (423) 268-7682 or Dawn Taylor at (423) 616-4341.

Sincerely,



for Dane Cutshaw

Dane Cutshaw, Environmental Program Manager
Division of Water Resources
Johnson City Environmental Field Office
Dane.cutshaw@tn.gov

Mayor Lori Staton
July 28, 2026
Page 6 of 6

cc: Krista Morris, Town Manager
Allen Moultrie, Director of Public Works
Will Parks, DWR/JCEFO (via email)
Jason Benton, DWR/JCEFO (via email)
Matthew Morgan, DWR/NCO (via email)
DWR WaterLog Database

Sanitary Survey Rating

PWSID: _____

Water System Name: _____

Survey Date: _____

System Category (Points): -

421 - Consecutive Systems/Distribution Only
488 - Treatment Systems/Wholesalers
599 - Both Treatment and Distribution

1. System Management and Operation (94)

	Requirement	Points Range	Deduction	Comments
A.	Record Keeping 0400-45-01-.20	(0)	Narrative	
B.	Construction Projects 0400-45-01-.05, 0400-45-01-.17	(1-5)		
C.	Submission of Monthly Operations Reports 0400-45-01-.17	(0)	Narrative	
D.	Reporting Requirements 0400-45-01-18	(4-30)		
E.	Public Notification 0400-45-01-.19	(1-10)		
F.	Facility Maintenance Fee	(0)	Narrative	
G.	Enforcement - TCA §68-221-701 et seq	(4-10)		
H.	Emergency Operations Plan 0400-45-01-.17	(1-2)		
Deficiency Subtotal				

2. Operator Compliance (23)

	Requirement	Points Range	Deduction	Comments
A.	Certified Operator – Plant and Distribution System 0400-45-01-.17(1) and 0400-49-01- 04	(3-15)		
Deficiency Subtotal				

3. Source (25)

	Requirement	Points Range	Deduction	Comments
A.	Source Adequacy 0400-45-01-.02, .05, .16, .17(13) and .34(3)	(3-5)		
B.	Intake 0400-45-01-.05, .17	(2)		
C.	Wellhead/Springbox Construction 0400-45- 01-.05(12),16 and 17(3) and (16)	(2)		
D.	Source Protection Plans 0400-45-01-.34	(1-2)		
Deficiency Subtotal				

4. Treatment (153)

	Requirement	Points Range	Deduction	Comments
A.	Aerator 0400-45-01-.05, .17	(2)		
B.	Chemicals / Chemical Feeders 0400-45-01- .05 (8) and .17,36	(2)		
C.	Mixing 0400-45-01-.02, .05, .17	(2)		
D.	Flocculation 0400-45-01-.02, .05, .17	(2)		
E.	Sedimentation 0400-45-01-.02, .05, .17	(2)		
F.	Filtration / Alternative Technology 0400-45- 01-.17(12) and (27)	(2-30)		
G.	Re-Wash / Filter-to-Waste 0400-45-01- .17(35)	(2)		
H.	Turbidimeters / Calibration 0400-45-01- .05(11), .17, .31, .39	(2-4)		
I.	Disinfection/Calibration 0400-45-01-.02, .17, .31, .36	(2-30)		
J.	Disinfection Contact Time 0400-45-01-.02, .17,31	(2-4)		
K.	Master Meter 0400-45-01.17(2) and (3)	(1-2)		
L.	Maintenance of Equipment, Buildings and Grounds 0400-45-01-.02, .17(3), (17) and (19)	(1)		
M.	Laboratory Facilities 0400-45-01-.02, .14, .17(3)	(1-3)		
N.	Safety 0400-45-01-.02	(2)		
O.	Sludge Handling/Backwash Handling 0400- 45-01-.05	(2)		
P.	Sanitary Conditions 0400-45-01-.17(17)	(2)		
Q	Fluoridation Techniques 0400-45-01-.06, .12, .17	(2)		
R.	Design Capacity 0400-45-01-.05(10)	(2-4)		
S.	Filter Backwash Recycling 0400-45-01-.31(9)	(1)		
Deficiency Subtotal				

5. Monitoring, Data Verification and Compliance (175)

	Requirement	Points Range	Deduction	Comments
A.	Laboratory-Process Monitoring (excluding Turbidity and Chlorine Residual) 0400-45-01-17(3)	(2)		
B.	Bacteriological Monitoring	(3-6)		
C.	Bacteriological Compliance 0400-45-01-.06	(4-7)		
D.	Turbidity Monitoring	(2-3)		
E.	Turbidity Compliance	(4-7)		
F.	Chlorine Residual Monitoring 0400-45-01-.17,31,36, 40	(2-3)		
G.	Primary Chemicals Monitoring	(2-3)		
H.	Primary Chemicals Compliance	(4)		
I.	Lead and Copper Monitoring 0400-45-01-.33	(2-3)		
J.	Lead and Copper Action Level 0400-45-01-.33	(3-5)		
K.	Disinfection/Disinfection By-Products and Precursors Monitoring 0400-45-01-.36, .37, .38	(2-3)		
L.	Disinfection/Disinfection By-Products and Precursors Compliance 0400-45-01-.06, .36	(2-30)		
M.	Secondary Chemicals 0400-45-01-.12	(2)		
N.	Secondary Chemicals Compliance 0400-45-01-.12	(3)		
O.	Cryptosporidium Monitoring 0400-45-01-.39	(0)	Narrative	
Deficiency Subtotal				

6. Finished Water Storage (25)

	Requirement	Points Range	Deduction	Comments
A.	Adequate Storage 0400-45-01-.17(14)	(2-4)		
B.	Inspection and Maintenance of Reservoirs, Tanks and Clearwell 0400-45-01-.17(16), (17), (33) and (34)	(1-10)		
Deficiency Subtotal				

7. Pumps, Pump Facilities and Controls (18)

	Requirement	Points Range	Deduction	Comments
A.	Pump Facilities 0400-45-01-.17(9) and (13)	(1-4)		
B	Maintenance of Pumping Equipment 0400-45 - 01-.17(13)	(1-3)		
Deficiency Subtotal				

8. Distribution System and Cross Connection Controls (86)

	Requirement	Points Range	Deduction	Comments
A.	Notification, Inspection, Disinfection and Sample Collection of New or Existing Facilities 0400-45-01-.17(8), (19)	(3-5)		
B	Flushing Program / Blow Offs 0400-45-01-.17(10) and (23)	(3-4)		
C.	Fire Hydrants 0400-45-01-.17(18)	(0)	Narrative	
D.	Adequate Pressure 0400-45-01-.17(9)	(5)		
E.	Map of Distribution System 0400-45-01-.17(15)	(3)		
F.	Approved Cross Connection Policy or Ordinance and Plan 0400-45-01-.17(6)	(4)		
G.	Working Cross Connection Program 0400- 45-01-.17(6)	(3-9)		
H.	Percent Estimated Water Loss(real loss/water produced)	(0)	Narrative	
Deficiency Subtotal				

Rating

95% - 100% Approved
 90% - 94% Provisionally Approved
 0% - 89 % Unsatisfactory

Total Deficiency Points	
System Category Points	
Overall Rating	

Inspectors Signature _____

Additional Comments/Explanation:



STATE OF TENNESSEE
DEPARTMENT OF ENVIRONMENT AND CONSERVATION
DIVISION OF WATER RESOURCES
Johnson City Environmental Field Office
2305 Silverdale Road
Johnson City, Tennessee, 37601
Phone 423-854-5400 Statewide 1-888-891-8332 Fax 423-854-5401

Bluff City Water Department
PWSID No. TN0000061
Monitoring Program – August 2025

I. Raw Water

- A. Collect representative samples
- B. Analyses and frequency
 - 1. Temperature: 1 sample daily
 - 2. Turbidity: 1 sample daily
 - 3. pH: 1 sample daily
 - 4. Alkalinity (Total): 1 sample every 7 days

II. Finished Water

- A. Collect representative samples after filtration
- B. Analyses and frequency
 - 1. Turbidity:
 - A. Individual Filter: reported if 2 readings 15 minutes apart are greater than 0.5 (excluding within 4 hours of backwash or start-up)
 - B. Combined Effluent: Continuous monitoring, reported highest value every 4 hours of operation
 - 2. Free Chlorine Residual: Continuous monitoring with the lowest effluent residual reported daily
 - 3. pH: 1 sample daily
 - 4. Alkalinity (Total): 1 sample every 7 days
 - 5. Hardness (Total): 1 sample every 7 days

III. Distribution System

- A. Collect representative samples from the distribution system
- B. Analyses and frequency
 - 1. Bacteriological: 3 samples per month at designated sites
 - 2. Free chlorine residual: 5 days per week
 - 3. Iron: 5 days per week

These analyses must be performed at the prescribed frequencies and reported to the State of Tennessee on the Monthly Operation Report