

**SOUTH CUMBERLAND UTILITY DISTRICT**

Commissioners:  
Jesse W. Brown, President  
Michael Stone, Vice-President  
Dr. James Barnawell, Secretary/Treasurer

General Manager  
Sandra Brewer

RECORDED  
2010 OCT 25 AM 10:28  
BUREAU OF ETHICS  
& CAMPAIGN FINANCE

October 21, 2010

Tennessee Ethics Commission  
404 James Robertson Parkway, Suite 104  
Nashville, TN 37243

Attn: Becky Bradley, Ethics Specialist

Re: Adoption of Ethics Policy

Dear Ms. Bradley:

The Commissioners of South Cumberland Utility District met in a regular monthly meeting on June 21, 2007. In that meeting, the Board adopted the same Code of Ethics Law as adopted by the Cumberland County Commission and officially recorded by the Cumberland County Clerk on the 19<sup>th</sup> day of June, 2007.

I am attaching a copy of the minutes of South Cumberland Utility District's board meeting. I hope this information is sufficient for your records.

Sincerely,

*Sandra Brewer*  
Sandra Brewer, General Manager  
SOUTH CUMBERLAND UTILITY DISTRICT

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(Attachment)

# SOUTH CUMBERLAND UTILITY DISTRICT

## MONTHLY COMMISSION MEETING

### AGENDA

June 21, 2007

1. Consent Agenda Items: (Action)
  - A. Minutes of May 17, 2007
  - B. Financial Report as of April 30, 2007
  - C. Customer Adjustments
2. Review Customer Complaints (Action)
3. Mountain Vista S/D - Sewer System Report
4. Manager's Report
  - A. District's Water Line Specifications
  - B. Renewal of Hydrant Agreement with Cumberland County Fire Department
  - C. Installation of fire hydrant
  - D. Settlement of legal issue with City of Crossville
  - E. Land purchase at Vandever tank site
  - F. Ethics Policy
  - G. Update on Wastewater Operator's Contract
  - H. Update on General Assembly's action in May
  - I. Distribution II Operator License exams results
5. Old Business:
  - A. Water Contract between City of Crossville and Fall Creek Falls Utility District.
6. New Business:
7. Other

**SOUTH CUMBERLAND UTILITY DISTRICT  
BOARD MINUTES**

June 21, 2007

The monthly meeting for the Commissioners of South Cumberland Utility District was called to order on Thursday, June 21, 2007 by President Jay Brown. Commissioners Mike Stone and Dr. Barnawell were also in attendance. Also present were Jack Davis, Sandra Brewer, Bruce Spaulding, Barry Fields, Darrell Hall and Jeff Brownfield.

1. A motion to approve the Consent Agenda as presented was made and duly seconded.
2. A motion was made and duly seconded and approved to accept the customer complaints.
3. Jeff Brownfield with Specialized Operations Services gave the Board a presentation on the proposed sewer treatment system to be installed in the Mountain Vista Subdivision on Houston Road. After the discussion, Mr. Brownfield answered several questions from both the Board and audience. The Board requested Mr. Brownfield to provide names and locations of similar existing sewer treatment systems to the District's Manager. Both Ms. Brewer and Jack Davis, Maintenance Supervisor, will be doing on-site inspections at these locations to gain additional information and will report back to the Board.
4. **MANAGER'S REPORT:**
  - A. An update on the District's water line specifications was presented to the Board. After a brief discussion, a motion was made, duly seconded and approved to adopt the most recent standard specifications as upgraded by Joel B. Spaulding & Company, Inc., Consulting Engineers. These specifications will be required in any development within the District.
  - B. A motion was made and duly seconded to approve the renewal of the Hydrant Agreement between South Cumberland Utility District and the Cumberland County Fire Department. State law requires this agreement to now be updated every five years. (Attachment)
  - C. A request was made to allow Jack Davis and the maintenance crew to install a fire hydrant at the gate entrance to the business office. This hydrant will be connected to the well located behind the office and will provide an excellent source of water to the county fire department. At an estimated cost of installation to be \$1,000, a motion was made, duly seconded and approved to install the hydrant.
  - D. Regarding the merger lawsuit with the City of Crossville, the Final Order has been issued by the Court, the City of Crossville has received the \$25,000 from the District as required by the Settlement Agreement and the matter has now been brought to a conclusion. (Attachment)
  - E. The surveyor has completed the survey at the Vandever tank site. The District will be purchasing 0.45 acres from John Davis at a cost of \$0.75 per square foot. The District will have to appear before the Planning Commission on July 2, 2007 with a request to purchase this property.
  - F. A motion was made, duly seconded and approved to continue the service contract with Micro-Comm in the amount of \$2,450. This is a one year service contract for the District's telemetry system.
  - G. State law now requires all public entities operate under a Code of Ethics law. A motion was made, duly seconded and approved for South Cumberland Utility District to operate under

the same Code of Ethics Law as adopted by the Cumberland County Commission and officially recorded by the Cumberland County Clerk on the 19<sup>th</sup> day of June 2007.

(Attachment)

- H. An update on the action of the General Assembly allowing a per diem payment increase not to exceed \$300 per meeting for up to twelve months was briefly discussed. With a unanimous decision, the Board tabled this matter until a later date.
- I. The contracts for both a wastewater operator and sewer service to developments are progressing and will be presented to the Board at the July meeting.
- J. It was announced that Jack Davis has successfully passed the test for Distribution II Operator's License. Ms. Brewer requested the Board appoint Mr. Davis as the primary Operator for the District. Also, Ms. Brewer requested that Mr. Davis receive a pay increase equal to the Manager's pay. Ms. Brewer stated that she felt that both of these jobs were of equal importance to the District and should be paid accordingly. Mr. Davis would remain on an hourly pay scale until the District can hire or train additional backhoe operators. A motion was made and duly seconded to approve the Manager's request.

5. OLD BUSINESS:

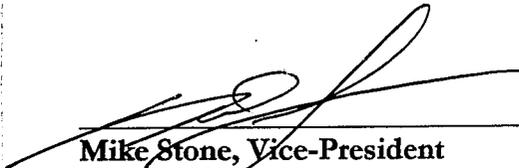
- A. The contract between the City of Crossville and Fall Creek Falls Utility District is still pending.
- 6. Barry Fields, P.E. notified the Board of a public meeting on June 28, 2007 at Lake Tansi regarding the current sewer EPA funded study he is working on. Also, Mr. Fields informed the Board that the District's permit to cross Daddy's Creek will expire soon. Mr. Fields was instructed to request a one year extension on the permit.
- 7. Bruce Spaulding, P.E., presented the Board a proposal for Water System Mapping and Hydraulic Modeling Services. Sandra Brewer and Jack Davis will review this proposal, along with other options, and make a recommendation back to the Board.
- 8. The monthly Commissioners' meeting for July will be on Thursday, July 19, 2007 at 4:00 p.m.
- 9. With no further business, the meeting was adjourned at 5:45 p.m.

FINANCIAL STATEMENT  
May 31, 2007

Cumberland County Bank	\$ 1,530,973.74 (Bonds)
Cumberland County Bank	\$ 1,085,363.86 (Reserve Acct)
Regions Bank	\$ -0-
Progressive Bank	\$ 146,960.04 (CD's)
Regions/Morgan Keegan	\$ 255,913.38 (Debt Service)
Cumberland County Bank	\$ 634,926.20 (General Acct)

BOARD APPROVAL OF MINUTES:

  
\_\_\_\_\_  
Jesse W. Brown, President

  
\_\_\_\_\_  
Mike Stone, Vice-President

  
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Dr. James Barnawell, Secretary/Treasurer