FALL CREEK FALLS UTILITY DISTRICT

PUBLIC BOARD MEETING PACKET | Monday, November 9, 2026, 6:00 p.m. Central

Utility Office | 27364 SR 30, Pikeville, Tennessee 37367

Documents are proposed materials for public review. Inclusion does not indicate Board approval. This public packet omits private customer records, internal scripts, and execution/signature pages.

Public packet contents

A. Regular meeting agenda

B. Proposed bank credit-card authorization — public summary

C. Proposed TNECD Infrastructure Planning Grant local-match resolution — public summary

D. Proposed interim Non-Discrimination Policy (attached in full)

E. American Tank Maintenance — status notice

F. Six-month customer payment arrangement — public summary

G. October 12, 2026 regular meeting minutes — DRAFT, pending Board approval (4 pages)

Meeting materials notice: The October 12 minutes are provided for consideration under Agenda Item 3. They have not been approved by the Board. Customer-specific account and payment information is not included in the public payment-arrangement summary.

PROPOSED BOARD ACTIONS — PUBLIC SUMMARIES

Item 6.1 | Bank Credit-Card Authorization

The Board will consider supplemental authorization to Citizens Tri-County Bank establishing a shared employee credit-card account limit of $15,000, allocated among four authorized employees, and closing the separate Board President credit-card account. The proposal supplements prior Board action and does not amend the June 8, 2026 minutes.

Item 6.2 | Infrastructure Planning Grant

The Board will consider a resolution supporting an application to the Tennessee Department of Economic and Community Development Infrastructure Planning Grant program for GIS mapping, field inspections, and zone meters. Proposed project cost: **$280,250.00**; requested grant funding: **$266,237.50**; proposed conditional 5% District local match: **$14,012.50**. The proposed resolution also addresses additional project costs exceeding the grant and required match.

Item 6.3 | Interim Non-Discrimination Policy

The Board will consider adoption of an interim District Non-Discrimination Policy dated November 4, 2026. The full proposed policy follows this public summary. It has not been adopted merely by inclusion in this packet.

Item 6.4 | American Tank Maintenance

The Board will receive a status update regarding a proposed multi-year water tank asset management agreement. Final agreements had not been confirmed as received for inclusion in this public packet. No executed agreement is represented here.

Item 6.5 | Customer Payment Arrangement

The Board will consider a proposed six-month customer payment arrangement. If approved, the terms will be presented to the customer for acceptance or rejection on November 13, 2026. The arrangement becomes effective only following Board approval and the customer's written acceptance. Customer account details, balances, payment history, and signatures are omitted from this public summary.

Public notice: The Board may approve, amend, defer, or decline proposed actions in accordance with applicable meeting procedures.

FALL CREEK FALLS UTILITY DISTRICT

FALL CREEK FALLS UTILITY DISTRICT

NON-DISCRIMINATION POLICY

27364 SR 30, Pikeville, TN 37367 423-881-5065 fcfud@bledsoe.net

Policy Statement

Fall Creek Falls Utility District (FCFUD) is committed to ensuring that no individual is excluded from participation in, denied the benefits of, or subjected to discrimination in any of its programs, services, or activities on the basis of race, color, national origin, disability, age, sex, religion, or any other classification protected by applicable federal or state law.

FCFUD shall comply with all applicable federal and state nondiscrimination laws, including Title VI of the Civil Rights Act of 1964, the Americans with Disabilities Act (ADA), applicable age and sex discrimination laws, and the Tennessee Human Rights Act.

Title VI Compliance

In accordance with Title VI of the Civil Rights Act of 1964, FCFUD prohibits discrimination based on race, color, or national origin in any program or activity receiving federal financial assistance. FCFUD shall ensure that all individuals have equal access to its programs, services, and benefits.

FCFUD shall not, directly or through contractual arrangements, engage in discriminatory practices, including but not limited to:

- Denying any individual access to utility services, programs, or benefits based on race, color, or national origin.
- Providing different services or benefits, or administering services differently, based on race, color, or national origin.
- Segregating or separately treating individuals in connection with the provision of utility services or benefits.
- Establishing policies or procedures that unlawfully discriminate against individuals protected under applicable federal or state law.

Equal Access to Utility Services

FCFUD shall provide water utility services fairly and consistently to all eligible customers within its service area. All customers shall be subject to the same established service requirements, rates, policies, and procedures without unlawful discrimination.

FCFUD shall make reasonable accommodations for individuals with disabilities, as required by applicable law, and take appropriate steps to ensure meaningful access to federally assisted programs and activities for individuals with limited English proficiency.

Compliance with State and Federal Requirements

FCFUD acknowledges its responsibility to comply with applicable nondiscrimination requirements associated with federal and state financial assistance, including funding administered through the Tennessee Department of Environment and Conservation (TDEC) and other state agencies.

FCFUD shall comply with the Tennessee Human Rights Act and applicable state laws prohibiting discrimination in publicly funded programs and establishments.

Complaint Procedures

Any individual who believes they have been subjected to discrimination in the administration of FCFUD's programs, services, or activities may submit a complaint to District management. All complaints shall be reviewed promptly and fairly, with appropriate corrective action taken when warranted.

FCFUD prohibits retaliation against any individual who files a discrimination complaint, participates in an investigation, or exercises rights protected under applicable nondiscrimination laws.

Policy Administration

FCFUD management shall be responsible for implementing this policy, informing employees of nondiscrimination requirements, and ensuring compliance with applicable federal and state laws. This policy shall apply to all District programs, services, activities, and applicable contractual arrangements.

Fall Creek Falls Utility District

Board of Commissioners Regular Meeting Minutes
October 12, 2026 — Draft Pending Board Approval

Location: 27364 SR 30, Pikeville, TN 37367
Scheduled time: 6:00 p.m. Call to order: 6:03 p.m. Adjournment: 7:23 p.m.

1 Call to order and organization

Following the recording announcement, the meeting was called to order at 6:03 p.m. Commissioners Robert Walling and Jerry Blankenship were present; Commissioner Virginia Lewis was absent. A quorum was established. Staff and guest participants included General Manager Thomas Champagne, Office Manager Monica Blankenship, Distribution Manager Calvin Wooden, an engineering representative identified as Katie, and customer Jonathan Ferguson.

The President's office was vacant and Vice President Virginia Lewis was absent. Public comment concerning appointment of a temporary presiding officer was invited; none was recorded. Commissioner Jerry Wayne Blankenship proposed Commissioner Robert Walling as temporary presiding officer. Commissioners Walling and Blankenship approved the appointment, 2–0, with Commissioner Lewis absent. Commissioner Walling then presided.

2 Agenda review

Commissioner Robert Walling moved to approve the agenda as presented; Commissioner Jerry Blankenship seconded. Commissioners Walling and Blankenship voted in favor; Commissioner Virginia Lewis was absent. The motion carried, 2–0.

3 Previous meeting minutes

Commissioner Blankenship moved to approve the September regular-meeting minutes as presented; Commissioner Walling seconded. The Chair stated that the September minutes were approved. Commissioner Blankenship also moved to approve the October 7, 2026 workshop minutes as presented; Commissioner Walling seconded. The signed workshop-minutes approval record shows Walling—Yes; Blankenship—Yes; Lewis—Absent. The October 7 workshop minutes were approved, 2–0.

4 Public comments and advanced Item 6.7

Jonathan Ferguson described a customer-side leak repaired October 2, approximately 475,000 gallons of reported usage, and an anticipated bill exceeding $7,000. Staff discussed incorrect meter identification and mistaken service shutoffs. Ferguson requested assistance with the bill.

Commissioner Walling moved to advance Agenda Item 6.7 for immediate account review; Commissioner Blankenship seconded. Discussion addressed the final bill, applicable leak coverage, assistance resources, a possible payment plan, and relocating the meter nearer the residence. Staff would review the account and assist with coverage and outside assistance. No bill adjustment, payment-plan terms, or meter relocation was approved in the recorded discussion.

Commissioner Robert Walling moved to place the Ferguson account and payment-plan matter on the November 4, 2026, workshop agenda for further review and discussion; Commissioner Jerry Wayne Blankenship seconded. Commissioners Walling and Blankenship approved the referral, 2–0, with Commissioner Lewis absent. No payment plan was approved at this meeting. The meeting then returned to the original agenda order.

5 Unfinished business

Staff discussed completing the September bank-signatory authorizations and providing approved minutes for bank paperwork. Preparation for the November 1 collections guidelines was identified for follow-up. No new banking or collections policy was adopted in this discussion.

6 New business

6.1 Resolution No. 2026-10-01 Annual election and terms of officers

The General Manager presented the amendment addressing annual officer elections and vacancies. Commissioner Walling moved to adopt Resolution No. 2026-10-01; Commissioner Blankenship seconded. The roll-call vote, confirmed by the signed resolution, was Walling—Yes; Blankenship—Yes; Lewis—Absent. The resolution was adopted, 2–0, effective immediately. It provides for annual officer elections at the first regular meeting of each calendar year; officers elected at this meeting serve until the annual election at the first regular meeting in calendar year 2027, subject to the resolution's vacancy provisions. The combined office of Secretary/Treasurer remains in place.

6.2 Election of Board officers

Commissioner Robert Walling nominated Commissioner Virginia Lewis for President. A second was acknowledged, but the transcript does not clearly establish the seconder's identity. No additional nomination was recorded. The presiding officer announced Lewis elected President. No separate individual vote responses or roll-call vote were recorded for this election. Commissioner Walling then nominated Commissioner Jerry Wayne Blankenship for Vice President. Commissioner Blankenship seconded the nomination. No additional nomination was recorded. The presiding officer announced Blankenship elected Vice President and stated that he had received the required vote; separate individual vote responses or a roll-call vote were not recorded. Under Resolution No. 2026-10-01, these officers serve until the annual officer election at the first regular meeting in January 2027, subject to the resolution's provisions.

Commissioner Blankenship nominated Robert Walling for the combined office of Secretary/Treasurer; Walling seconded. The recorded roll call was Walling—Yes; Blankenship—Yes; Lewis—Absent. Walling was announced elected, 2–0. Walling continued presiding for the remainder of the meeting.

6.3 Resolution No. 2026-10-04 Public Records Request Policy

The General Manager presented Resolution No. 2026-10-04 and Exhibit A, establishing the Public Records Request Policy and addressing public access and protection of exempt records. Commissioner Blankenship moved to adopt the resolution and Exhibit A as presented; Commissioner Walling seconded. The Chair declared the resolution adopted. The signed resolution confirms adoption on October 12, 2026, effective immediately.

6.4 Water Plant change order

The engineering representative presented Final Change Order No. 1, dated September 30, 2026, for Contract 225 - Water Treatment Plant Improvements, with Austin Construction Co. The change order adjusted actual installed quantities, resulting in a net increase of $11,526.00 and a revised contract total of $813,297.00, with no change in contract time. Commissioner Robert Walling moved to approve Final Change Order No. 1; Commissioner Jerry Wayne Blankenship seconded. The Chair declared the change order approved.

6.5 Resolution No. 2026-10-05 Construction Fund transfer

The General Manager presented Resolution No. 2026-10-05 for a one-time $200,000 General Fund transfer to the Construction Fund for Water Plant renovations, supplemental to the unchanged $15,000 monthly transfers. Commissioner Blankenship moved adoption as presented; Commissioner Walling seconded. The Chair declared the resolution passed. The signed resolution confirms adoption October 12, 2026, with two votes in favor; Commissioner Lewis was absent. The resolution requires documentation of available funds and projected balances, budget review and any required Board-approved budget amendment before transfer, retention of transfer records, and reporting of completion and resulting balances to the Board.

6.6 October billing delay and late-payment penalties

The Office Manager recommended waiving penalties because of billing-conversion delays. Commissioner Robert Walling moved to waive late-payment penalties for the October 2026 billing period; Commissioner Jerry Wayne Blankenship seconded. Commissioners Walling and Blankenship approved the motion, 2–0, with Commissioner Lewis absent. The waiver did not forgive underlying charges.

6.7 Customer account review

This item was discussed earlier in the meeting immediately following public comments, as summarized above.

7 Managers reports

Distribution and system maintenance

The Distribution Manager reported leak repairs, including a repeat main-line break on Old Spencer Highway, two meter installations, and additional installations planned. Installation of the Rockdale master meter awaited a fitting. Later discussion addressed a deteriorated valve, road work and permissions, a planned interruption affecting approximately 50 meters, protective equipment, and advance customer notifications.

Treatment Plant

The General Manager reported lower production requirements with tanks remaining full, operation through completed Basin 2, and reduced chemical use before recent rainfall. A delayed bleach delivery had required a temporary production shutdown; storage remained adequate, with delivery expected the next morning. Upcoming coating work and a later shutdown were discussed, including tank storage, contractor coordination, weather, and possible engineering inspection assistance.

Office

The Office Manager reported 152 paperless-billing enrollments as of October 7, customer use of online payment options, and printed bills ready for mailing. Account posting and email billing awaited a software correction and vendor follow-up the next morning. Staff discussed approximately $100 in mailing savings, reduced printing, service-level revenue reports, mobile service orders, and system mapping. No new software contract or payroll change was approved.

General Manager position status

The General Manager reported his recollection of the October 7 parking-lot discussion with Commissioners Lewis and Walling concerning reporting an employee's off-duty incident. He described the trust and resignation remarks, stated that discipline against him had not been mentioned, and requested clarification of reporting duties, management authority, and Board expectations. Participants discussed the job description, personnel procedures, employee performance, and the need for clearer guidance.

Commissioner Robert Walling moved to place a review of the General Manager's job description and responsibilities on the November 4, 2026, Board workshop agenda. Commissioner Jerry Wayne Blankenship seconded. Commissioners Walling and Blankenship approved the referral, 2–0, with Commissioner Lewis absent. The action was limited to scheduling workshop review and discussion; no amendment to the General Manager's job description, responsibilities, or authority was adopted. No acceptance of a resignation, termination, or disciplinary action against the General Manager was recorded.

8 Other Board matters

The engineering representative discussed an application with an October 30 deadline and requested billed water quantities, production quantities, water-loss information, and examples of unusual usage to support zone-meter planning. Staff discussed meter locations and suitable meter pits. No additional approval or expenditure authorization was recorded.

9 Adjournment

Commissioner Blankenship moved to adjourn; Commissioner Walling seconded. The Chair announced the motion passed and adjourned the meeting at 7:23 p.m.

DRAFT - SUBJECT TO BOARD APPROVAL. These minutes will be presented for approval at the next regular Board meeting.