

*June 5, 2023*

# MEMORANDUM

To: City of White House Stormwater Advisory Board  
Jason Reynolds, City Engineer

From: Derek Watson, City Recorder

Re: Meeting of the Stormwater Advisory Board

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The Stormwater Advisory Board of the City of White House will meet on Monday, June 12, 2023. The meeting will take place at 4:00pm in the Board Room of the Billy S. Hobbs Community Center located at 105-D College Street.

If you have any questions or are unable to attend, please contact me at 615-672-4350, option 4.



**CITY OF WHITE HOUSE**  
**Stormwater Advisory Board**  
**Agenda**  
**June 12, 2023**  
**4:00 p.m.**

- I. Call to Order by Chairman
- II. Roll Call
- III. Adoption of the Agenda
- IV. Approval of December 12, 2022 Meeting Minutes
- V. Reports
- VI. New Business or Discussion Items
  - a. Current Stormwater Projects
  - a. Nominations for chair and vice-chair positions (1-year term)
  - b. Voting for chair and vice-chair positions (1-year term)
- VII. Other Business
- VIII. Adjournment

**CITY OF WHITE HOUSE**  
**Stormwater Advisory Board**  
**Minutes**  
**December 12, 2022**  
**4:00 p.m.**

I. Call to Order by Chairman

Meeting was called to order 4:00 pm by Chairman Andy Cieslak

II. Roll Call

Ald. Clif Hutson - Present; Mr. Gerald Herman - Present; Mr. Ceagus Clark – Present; Mr. Drew Christenson – Present; Mr. Jason Barnes – Present; Mr. Andrew Taylor – Present; Mr. Andy Cieslak – Present; **Quorum – Present.**

III. Adoption of the Agenda

Motion was made by Mr. Hutson, second by Mr. Clark to approve the agenda. A voice vote was called for with all members voting aye. **Motion passed.**

IV. Approval of September 12, 2022 Meeting Minutes

Motion was made by Mr. Clark, second by Mr. Christenson to approve the minutes from the September 12, 2022, meeting. A voice vote was called for with all members voting aye. **September 12, 2022 minutes were approved.**

V. Reports

Motion was made by Mr. Clark, second by Mr. Herman to approve the reports. A voice vote was called for with all members voting aye. **Motion passed.**

VI. New Business or Discussion Items

a. Current Stormwater Project

Stormwater Manager Isaiah Manfredi was present and reviewed stormwater projects that have been completed in White House since the last Board meeting.

VII. Other Business

VIII. Adjournment

Meeting adjourned at 4:26 pm.

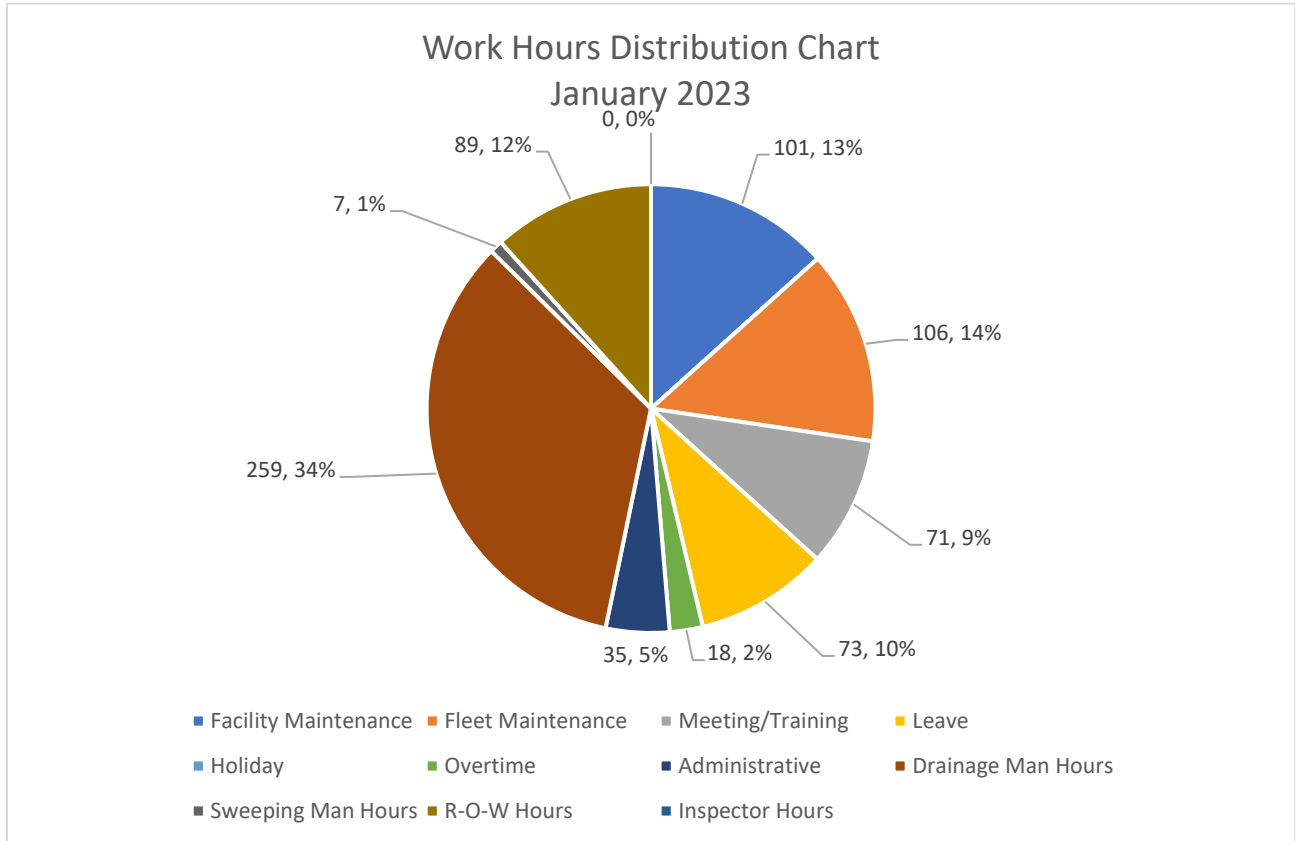
**ATTEST:**

\_\_\_\_\_  
Andy Cieslak, Chairperson

\_\_\_\_\_  
Derek Watson, City Recorder

**Public Services Department – Stormwater Division  
March 2023**

Total Hours Worked in The Stormwater Division were 754.75 Hours. The chart below show what percentage of time was spent on each job task.



**Inspectors Notes**

<b>Stormwater / Public Works Inspections</b>	
EPSC Site Inspections	20
Land Disturbance	29
Open Trench Inspections	11
Fence Inspections	14
Proof Rolls	2
Public Works Inspection	8
Final Storm	37
Final Road	36
<b>Total Inspections Performed for the Month</b>	<b>157</b>

Total Hours: 160

Hours Worked: 137.5

PTO: 22.5

Holiday:

Overtime: 7.5

Public Services Department – Stormwater Division  
March 2023

Monthly Work Log

Wednesday 03/01/2023

- The Culvert was falling apart and was in need of repair we decide to ready pour concrete to correct the problem



Thursday 03/02/2023

- Fleet Maintenance

Public Services Department – Stormwater Division  
March 2023

Monday 03/06/2023

- Meadowlark Dr: Service call concerning trees down in creek after storms. Clean and removed.



WO030623004 404 Hunterwood Drive: Homeowner states that 408 and 406 ditch remediation had been completed yet his was not taken care of after Ajuuah stated it would be. Meet with homeowner in person and apologize about Ajuuah not following up with him. Due to Salamanders in the area no further work can be done in the area. He thanks us for the information and understood about the Salamanders.

WO 030623008 7026 Indian Ridge Blvd: Ms. Rhonda reports that she's had ongoing issues with the drainage in her yard. She said when a rain event happens all of the water slopes toward her house and is washing out her yard. Meet with Ms. Rhonda and inspection of the area does need some work done but due to the lack of maintenance from the HOA we don't have access. Contacted HOA and have setup a meeting to discuss what need to be done by the HOA. They have agreed to have a meeting with landscaping and HOA board for the week of the 20<sup>th</sup>.



Public Services Department – Stormwater Division  
March 2023

WO030623009 White House Greenway: Trees fallen into the creek and drain buildup of debris.



**Public Services Department – Stormwater Division  
March 2023**

Tuesday 03/07/2023

- 253 Thoroughbred Way: Service call on trees down on sidewalks and creek. This was a joint project with Streets and road. The sideway was cleared the tree in the creek isn't causing a problem and being a Blue Line creek, no action required at this time.



WO030723003 704 N Palmers Chape Rd. Service call drainage ditch falling. After storm drain blacked and was cleaned. We also noticed the ditch will need some reshaping we have added it to the schedule list.

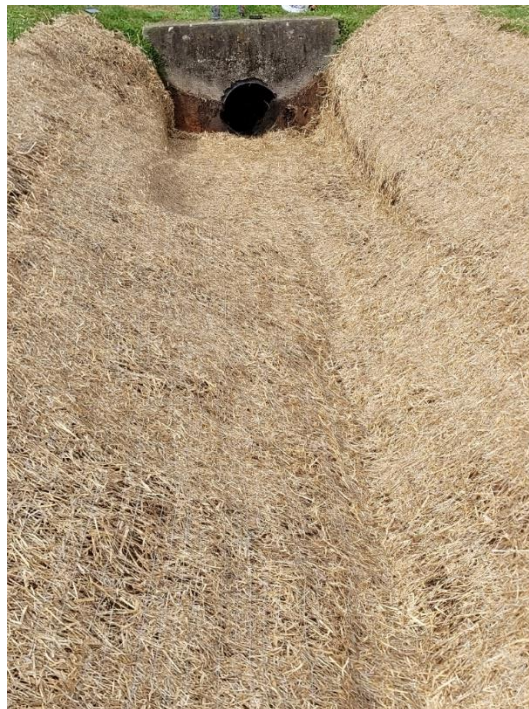
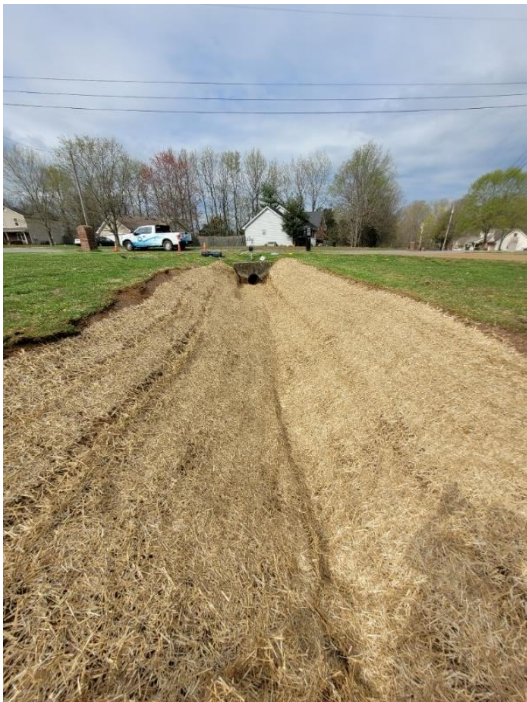


WO030723007 105 Highland Dr: Ms. Shari Maynard reports that the water drainage at her address is washing out her driveway. She said she spoke with someone in June-July of last year and they told her she was on the list. Meet with Ms. Shari Maynard and apologize to her because there was no information about the last person that was there. Her driveway isn't washing out but the drainage does need some work. We have her on the schedule it should be done within the next two weeks weather permits. She is happy now.



**Public Services Department – Stormwater Division  
March 2023**

WO030723015 104 Lockspur Court: M. Jimmy Ray came in looking to speak with someone regarding the clogged culvert in his backyard. He said nothing's getting through it and it's rutting out the yard. Meet with Mr. Ray at 104 Larkspur and the holes in his back yard is from some kind of animal and are not clogged culvert. We did notice that the homeowner fence is thru the drainage easements and due to being in place before the fence permits, we came to an agreement that stormwater will address the drainage in the front of the property and he'll do the back of the property.



Public Services Department – Stormwater Division  
March 2023

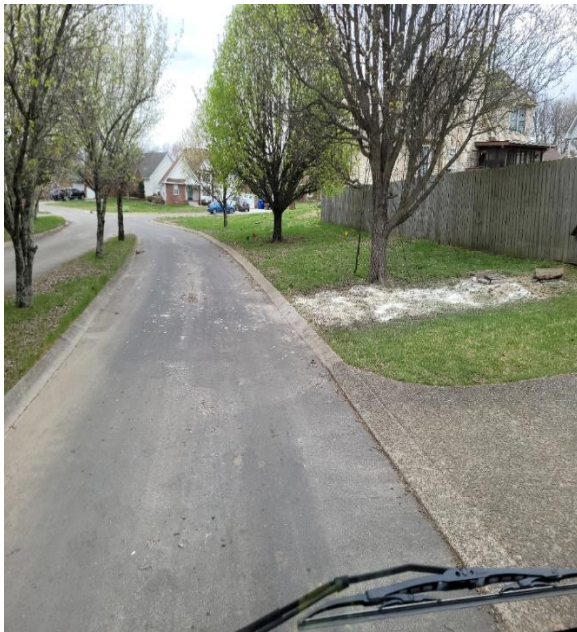
Wednesday 03/08/2023

- 2995 Union Rd, and Harpers Way: Received a call about broken storm drain. After inspection it looks like a semi ran it over and broke it. We'll need to form concrete.



WO030823009 112 Iroquois Dr: Mr. Bennet reports that there's a ditch in the back of his property that is causing the water to run toward his foundation. He requested some topsoil and said he'd straw and seed it. Meet with Mr. Bennet and had him sign agreement for dirt. Once we have some dirt, we'll delivery it to him.

WO030823010 Was contacted by Wastewater and they requested we come out to SunnyBrook drive and help clean the roads where the waste water have run into the road.



Public Services Department – Stormwater Division  
March 2023

Thursday 03/09/2023

- 725 Industrial Drive Security cameras box that holds the router and power is broken repaired with rubber sealant to protect from the weather.



WO030923004 During weekly vehicle inspection found that on 1327 the street sweeper the second motor muffler has rusted thru and causing lowing pressure light. Equipment has been tagged out of service until new muffler in found and installed.



Public Services Department – Stormwater Division  
March 2023

WO030923009 307 Hunterwood Found that the pvc thread in the brass saddle tap was cracked. Broke out the old thread replaced with new brass to pvc connection and brass to pvc repair coupling.



Monday 03/13/2023

- Fleet and Facility Maintenance

Tuesday 03/14/2023

- WO030723007 Ms. Shari Maynard reports that the water drainage at her address is washing out her driveway. She said she spoke with someone in June-July of last year and they told her she was on



**Public Services Department – Stormwater Division  
March 2023**

Wednesday 03/15/2023

- On Loves Lane and Harper way the truck drivers are parking on the stormwater system and causing damage. This is an example of the money being sent on repair. The Truck driver hooked the stormwater drainage and broke off concrete.



Thursday 03/16/2023

- 413 Donald Terrace Homeowner was having drainage problems. Reshaped ditch and drainage. Driveway pipe completely underground.



**Public Services Department – Stormwater Division  
March 2023**

Saturday 03/18/2023

- Tree Giveaway Day

Monday 03/20/2023

- Site inspection at Applewood Ct, Applewood Dr, Hillwood and meeting with CEMC about Sage Road project. CEMC will remove the trees in drainage around the electric poles.

Tuesday 03/21/2023

- Inspected truck and found breaks were bad brakes on truck 1329.



Wednesday 03/22/2023

- Mike Parker at 4711 S Downs Circle called and said that a tow truck had just come and repossessed a car a couple houses down, and damaged the storm drain near 4151 S Downs Circle. Due to being new construction we clean the area and put-up cones to keep kids safe and reported the damage to Wastewater.



Thursday 03/23/2023

- Street Sweeping, Fleet and Facility Maintained

Saturday 03/25/2023

- Cleanup day

**Public Services Department – Stormwater Division  
March 2023**

Monday 03/27/2023

- Start of Calista Road Project

Tuesday 03/28/2023

Resident at 303 Sage Road reports that there is water coming from the development being built near her home, and it is flooding both hers and her neighbor's yards. After inspection and pulling up the plat's the city has no easement in that area. Home owners notify and was satisfy with the information.



Wednesday 03/29/2023 Thru 03/30/2023

- This was a week-long project with Streets and Roads due to the road collapsing.



**Public Services Department – Stormwater Division**  
**March 2023**

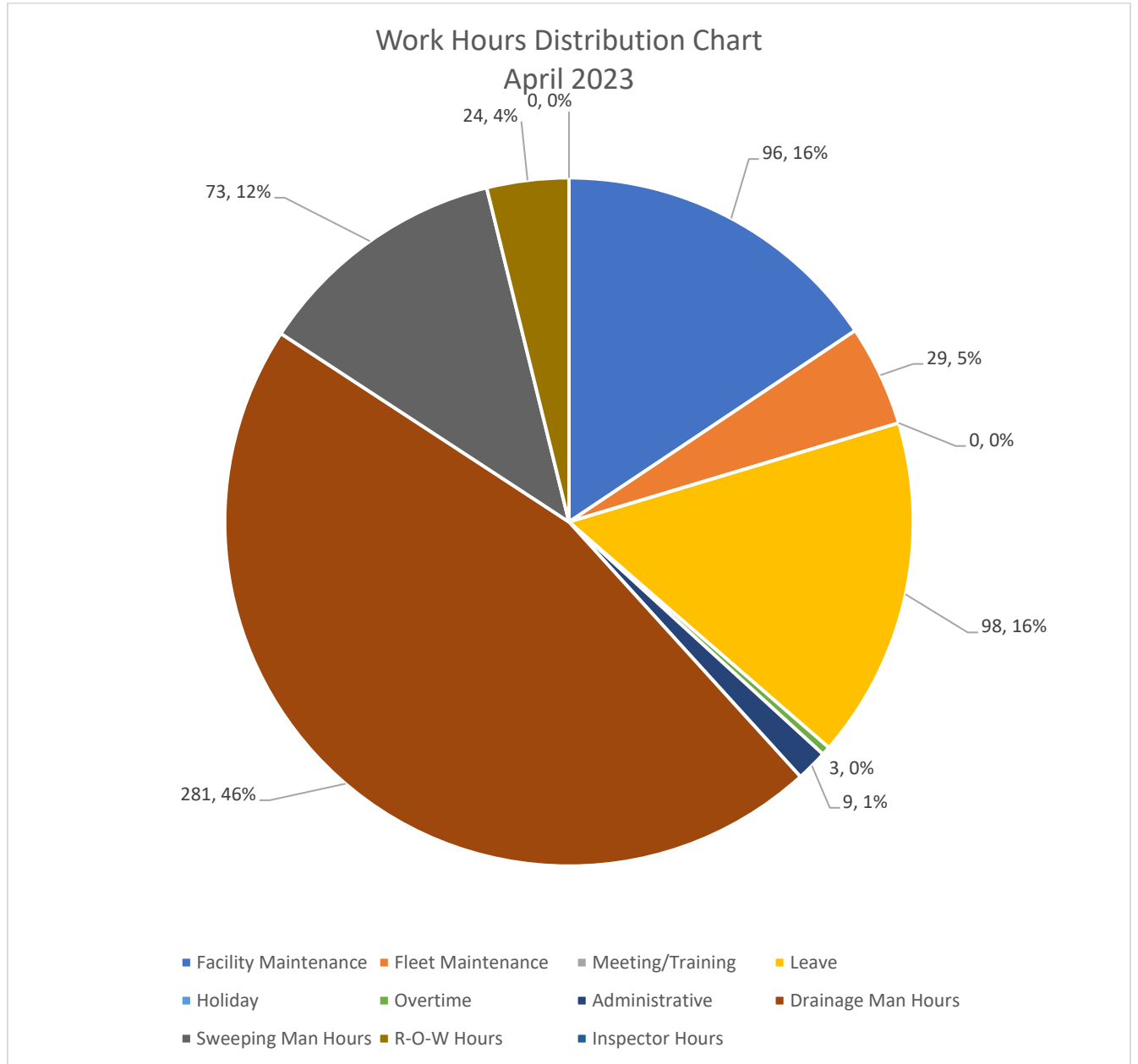
Public Services - Stormwater Division

<b>Total Hours Worked</b>	<b>FY 15/16</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>23-Feb</b>	<b>23-Mar</b>	<b>YTD 22/23</b>
Stormwater	8,134	9,364	8,741	10,229	9191.25	800	755	7,283
Facility Maintenance	3494	2187	1,227	1,137	887.25	111	101	720
Fleet Maintenance	1034	514	282	380	422.5	103	106	613
Meeting/Training	502	510	517	400	457	35	71	418
Leave	1,253	576	613	810	823	53	73	1034.25
Holiday	795	470	385	555	545	50	0	435
Overtime	508.5	488	414	311	152.75	0	34	217
Administrative	385	698	803	867	1153.25	33	18	218
Drainage Work (feet)	0	906	2749	10	0	423	495	8,061
Drainage Man Hours	0	1470	1045	170	14	167	259	2739
Debris Removed Load	0	100	35	44	0	0	1	112
Sweeping Man Hours	0	18	13	0	0	0	7	80
Mowing Hours	0	22	175	219	221	0	0	109
Curb Repair	0	0	0	15	0	0	0	0
Shoulder LF	0	4485	630	5	640	0	0	20
Shoulder Hours	0	155	160	49	176	0	0	12
# of Potholes	0	250	473	346	385	0	0	69
Pothole Hours	0	759	734	1,181	831.5	12	0	57
R-O-W Hours	0	2835	2416	4,027	3044.5	79	89	520
Sign/Repaired	0	120	91	84	63	0	1	7
Sign Work Hours	0	289	179	234	109	0	8	12
Salt Hours	0	10	143	24	76.5	7	0	56
Salt Tons	0	12	20	23	18	0	0	0
Decorative Street Light Hours	0	57	46	125	133.5	0	0	11
Traffic Light Hours	0	0	65	20	158	0	0	0
Inspector Hours						0	0	626



**Public Services Department – Stormwater Division  
April 2023**

Total Hours Worked in The Stormwater Division were 642.5 Hours. The chart below show what percentage of time was spent on each job task.



Public Services Department – Stormwater Division  
April 2023

Monthly Work Log

Monday 04/03/2023

- 104 Larkspur Court. Mr. Jimmy Ray came in looking to speak with someone regarding the clogged culvert in his backyard. He said nothing's getting through it and it's rutting out the yard. After inspection we cleaned the front yard due to fencing in the way to access the back yard. Mr. Ray stated he would repair the back yard because he didn't want to remove his fence.



**Public Services Department – Stormwater Division**  
**April 2023**

Tuesday 04/04/2023

- WO040423007 402 Sunnybrook. Homeowner called in stating that AJ was going to have her ditch fixed from the last time. After inspection the ditch was at the wrong grade, we reshaped to allow the water to flow.



Wednesday 04/05/2023

- Inspection of Pleasant Grove Road, checking drainage system, Fleet maintenance.

Thursday 04/06/2023

- 504 Hunterwood Drive, Ms. Wing reports that there is a drainage ditch in her back yard, and when there is a rain event, it doesn't drain properly and it's starting to affect her fence. After inspection Ms. Wing will need to remove and repair her fence before we can repair the drainage.

Public Services Department – Stormwater Division  
April 2023

Monday 04/10/2023

- WO041923001 Street Sweeping



Tuesday 04/11/2023

- WO041123004 725 Industrial Drive, Needed to cut parking lot for installation of electrical for the new trash compactor.

Wednesday 04/12/2023

- WO041123004 Continue



Public Services Department – Stormwater Division  
April 2023

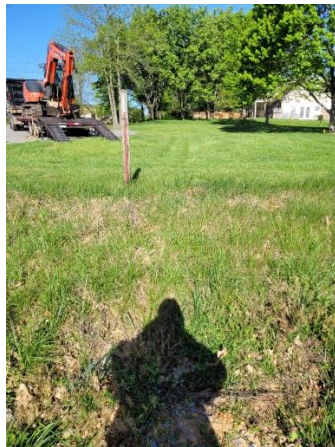
Thursday 04/13/2023

- WO0413004 725 Industrial Dr, Mowing



Monday 04/17/2023

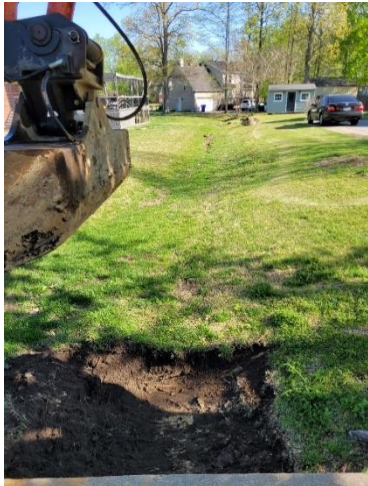
- WO041723001 505 Cedarbrook, Homeowner requested that we reshape ditch to stop the water from flowing into his back yard.



**Public Services Department – Stormwater Division**  
**April 2023**

Tuesday 04/18/2023

- WO031623006 Resident spoke with Mr. Andy earlier in the week and was hoping someone would come and check out his drainage ditch. He stays that it retains water and the water just stands and gets stagnant. After inspection we reshaped to drainage to allow it to flow properly.



Wednesday 04/19/2023

- Street Sweeping and Mowing

**Public Services Department – Stormwater Division  
April 2023**

Thursday 04/20/2023

- WO042623005 404 Wilkerson Lane, Due to wastewater crushing the homeowner's pipe we're going to have to replace 2 of them.



Monday 04/24/2023

- Street Sweeping and Mowing

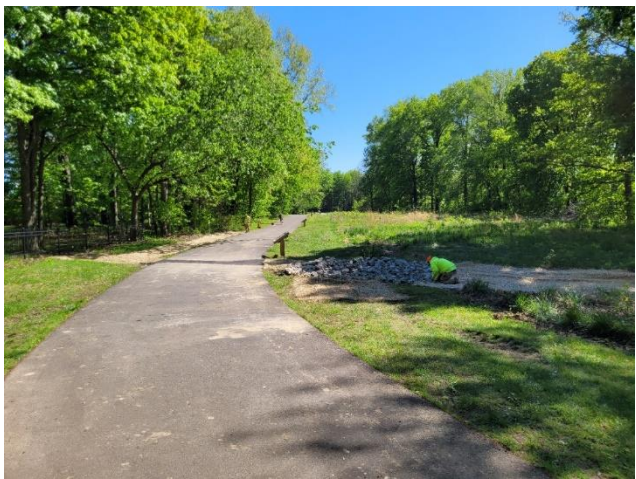
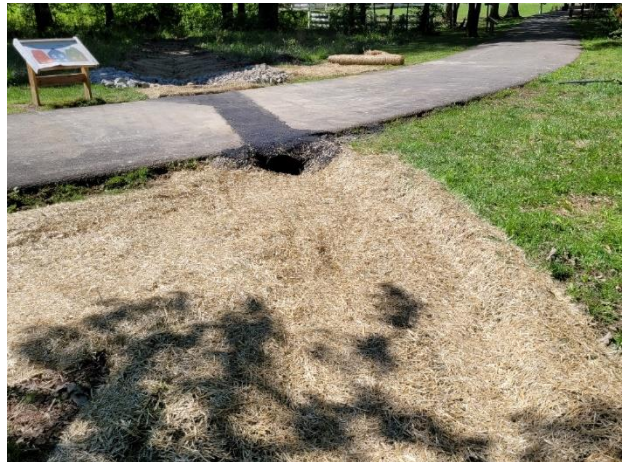
Tuesday 04/25/2023

- WO040623003 Mr. Wilkinson reports that his property backs up to the greenway, and every time there is a rain event, his yard gets flooded. After inspection the problem is on the greenway and Stormwater, Parks and Street and Road worked together to correct this problem.

Public Services Department – Stormwater Division  
April 2023

04/26/2023

- Wo040623003 Continue



04/27/2023 Street Sweeping and Mowing



**Public Services Department – Stormwater Division  
April 2023**

**April 2023 Inspectors Notes**

Monday 4/3/2023

- Updating work orders.

Tuesday 4/4/2023

- TDOT Hot Mix Class (All Day)

Wednesday 4/5/2023

- TDOT Hot Mix Class (All Day)

Thursday 4/6/2023

- TDOT Hot Mix Class (Half Day)

Monday 4/10/2023

- Vacation

Tuesday 4/11/2023

- Form inspections at the Reserve, Copes. Proof Roll at Legacy.

Wednesday 4/12/2023

- Form Inspections at Reserve, Copes. Work on LTMAPs.

Thursday 4/13/2023

- Inspections at Summerlin, Sage Farms, Springbrook, Highland Park. Tidal Final discussion.

Monday 4/17/2023

- Moved Equipment for the Maintenance Team. Entered LDP, and reviewed CCTV for Sage. Proof Roll at Legacy Farms.

Tuesday 4/18/2023

- LTMAP discussion with ADMIN. Open Trench Inspection at Highland Park. Proof Roll at Legacy Farms. Open Trench Inspection at Hobbs.

Wednesday 4/19/2023

- Form Inspections at Reserve. Entered LDPS. Sage Farms CCTV Review with Contractor onsite. Springbrook Open Trench.

Thursday 4/20/2023

- Proof Roll at Legacy Farms. Willow Grove Form Inspections.

Monday 4/24/2023

- Moved Equipment to Fire Hall for Maintenance Team. Proof Roll Legacy Farms. Willow Grove Form Inspections.

Tuesday 4/25/2023

- Proof Roll at The Parks. Checked infrastructure at The Parks. EPSC Inspection at The Parks.

**Public Services Department – Stormwater Division  
April 2023**

Wednesday 4/26/2023

- ADA Class (4 Hours) EPSC and Open Trench inspections at Springbrook.

Thursday 4/27/2023

- ADA Class (4 hours) Health and Safety Fair. EPSC at Fields at Oakwood and Calista Farms. Open trench at Hobbs and Highland Park.

**Inspections:**

<b>Inspections:</b>	<b>Quantity:</b>
<b>Proof Roll</b>	<b>6</b>
<b>Open Trench</b>	<b>12</b>
<b>Fence Permits</b>	<b>16</b>
<b>Land Disturbance</b>	<b>21</b>
<b>Final Storm</b>	<b>8</b>
<b>Final Road</b>	<b>5</b>
<b>Public Works</b>	<b>47</b>
<b>EP&amp;SC Active Construction Sites</b>	<b>8</b>
<b>Total Inspections</b>	<b>123</b>

**Inspectors Hours:**

Hours Worked: 150.25

PTO: 10

OT: .25

Totals: 160.25

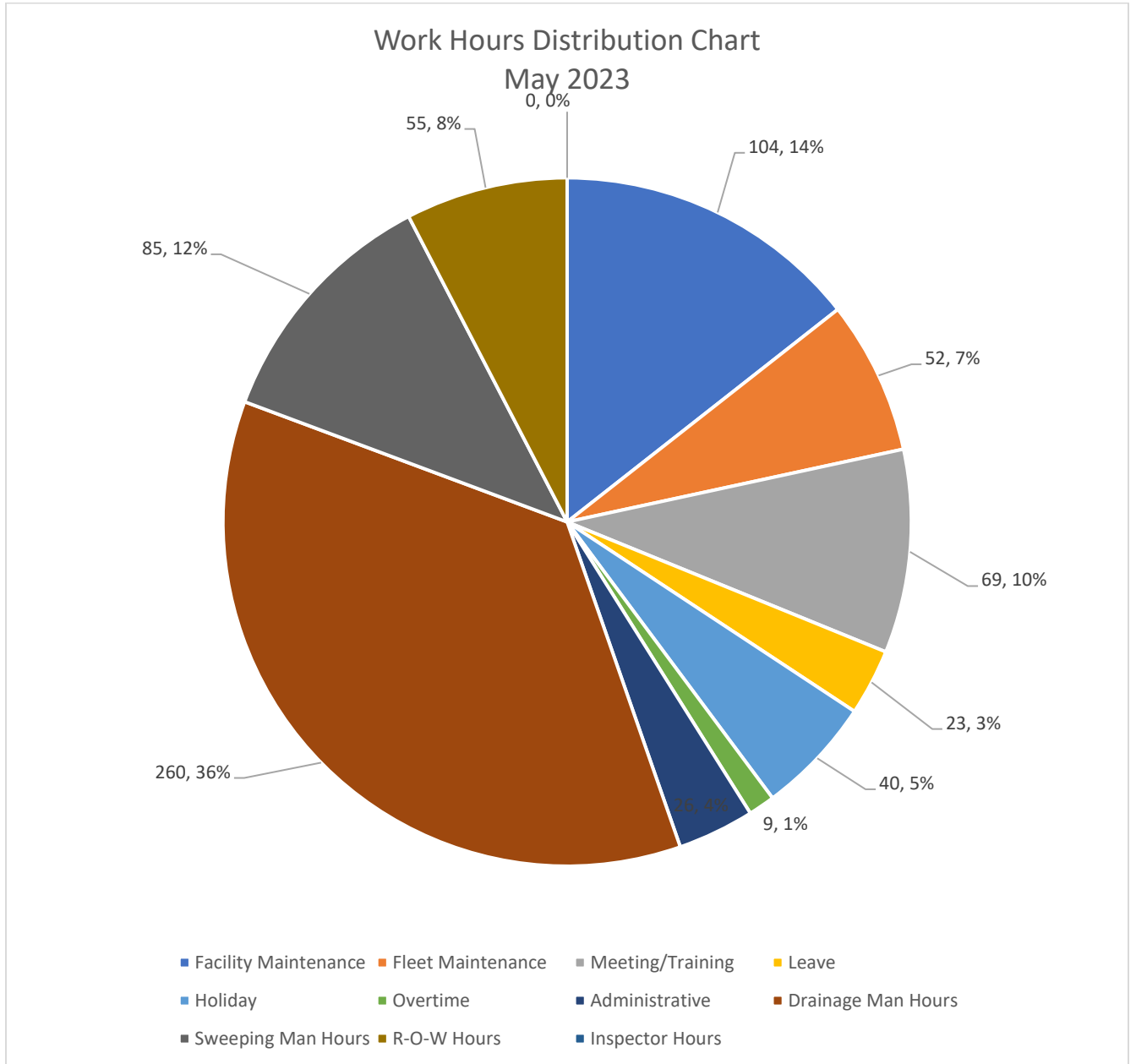
Public Services Department – Stormwater Division  
April 2023

Public Works Stormwater Division

Total Hours Worked	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	23-Mar	23-Apr	YTD 22/23
Stormwater	8,134	9,364	8,741	10,229	9191.25	755	643	7,925
Facility Maintenance	3494	2187	1,227	1,137	887.25	101	96	815
Fleet Maintenance	1034	514	282	380	422.5	106	29	642
Meeting/Training	502	510	517	400	457	71	0	418
Leave	1,253	576	613	810	823	73	98	1132.25
Holiday	795	470	385	555	545	0	0	435
Overtime	508.5	488	414	311	152.75	34	3	219
Administrative	385	698	803	867	1153.25	18	9	227
Drainage Work (feet)	0	906	2749	10	0	495	915	8,976
Drainage Man Hours	0	1470	1045	170	14	259	281	3020
Debris Removed Load	0	100	35	44	0	1	20	132
Sweeping Man Hours	0	18	13	0	0	7	73	153
Mowing Hours	0	22	175	219	221	0	10	118.5
Curb Repair	0	0	0	15	0	0	0	0
Shoulder LF	0	4485	630	5	640	0	0	20
Shoulder Hours	0	155	160	49	176	0	0	12
# of Potholes	0	250	473	346	385	0	0	69
Pothole Hours	0	759	734	1,181	831.5	0	24	81
R-O-W Hours	0	2835	2416	4,027	3044.5	89	24	544
Sign/Repaired	0	120	91	84	63	1	0	7
Sign Work Hours	0	289	179	234	109	8	0	12
Salt Hours	0	10	143	24	76.5	0	0	56
Salt Tons	0	12	20	23	18	0	0	0
Decorative Street Light Hours	0	57	46	125	133.5	0	0	11
Traffic Light Hours	0	0	65	20	158	0	0	0
Inspector Hours						0	160	786

**Public Services Department – Stormwater Division  
May 2023**

Total Hours Worked in The Stormwater Division were 769 Hours. The chart below show what percentage of time was spent on each job task.



Public Services Department – Stormwater Division  
May 2023

Monthly Work Log

05/01/2023 – 05/03/2023 WO050123013 2404 US-31W, White House, TN 37188, USA. Cleaned catch basin to Pizza & Pub entrance on 31W side.



WO052223006 Sage Road Project Phase one. Had to contact CEMC to remove trees from drainage.

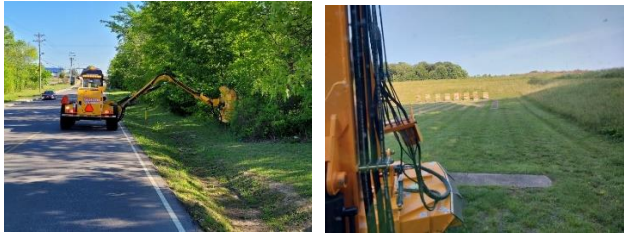


**Public Services Department – Stormwater Division  
May 2023**

WO050423001 3123 Pleasant Grove Rd, White House, TN 37188, USA. After road work some areas didn't grow grass requested more seed



05/04/2023 Street Sweeping and Mowing



05/08/2023 – 05/10/2023

WO050823004 2500 U.S. 31W, White House, Tennessee 37188 Super stop drainage project due to semi running over drainage it crushed the pipe causing flooding on CRANOR Drive.



**Public Services Department – Stormwater Division  
May 2023**

05/11/2023 Received a call from Eric Enck the contractor dump trucks are dumping gravel in the intersection. Myself and Chris Keith have to come in at 0300 in the morning due to the intersection.



05/15/2023 – 05/17/2023

WO051723001 3045 Union Road, White House, Tennessee 37188. Due to heavy equipment and the creek Union Road was washing out. We added Flex Matting



WO051623009 321 College St Cleaned out catch basin... removed branches.



Public Services Department – Stormwater Division  
May 2023

05/18/2023 Operator Expo counting education



05/22/2023 – 05/24/2023

WO050123012 300 VALLEY VIEW DRIVE. Mr. Corey Lindsey was looking to speak with someone regarding having a culvert installed in his yard.



05/29/2023 – 05/31/2023

WO05312033 321 College Street, White House, Tennessee 37188. homeowners called in drainage pipe coming out of the ground

