

A regular meeting of the Board of Members of Rapidan Service Authority was held on November 16, 2017 at the Stanardsville Town Hall, Stanardsville, VA.

The meeting was called to order at 2:00 PM. A quorum was established.

Present:	Members:	Coppage, Crozier, Frame, Frydl, Hoffman, Woodson (late)
	Staff:	G.M. Clemons, Director of Projects Clements MFAS Gaskins
	Visitor:	Jack Hobbs
Absent:	Attorney:	V.R. Shackelford III

Chairman Hoffman introduced new Madison County Administrator Jack Hobbs to the Board.

Minutes of the October 19, 2017 meeting were approved on a motion by Frame, seconded by Frydl and passed with the following vote: Coppage aye, Crozier aye, Frame aye, Frydl aye, Hoffman aye.

Staff made a recommendation to amend Section 3.03 H. of the Water and Sewer Line Construction Specifications pertaining to sewer lateral installations. Frydl made a motion to approve the recommendation, Coppage seconded and motion passed with the following vote: Coppage aye, Crozier aye, Frame aye, Frydl aye, Hoffman aye, Woodson aye. See a copy of the changes attached to these minutes.

Next on the agenda, staff asked Board permission to dispose of surplus property (old well lots) that RSA no longer has any use for. After discussion, Frame made a motion that staff start making arrangements to begin the process of selling the lots, Crozier seconded and motion passed with the following vote: Coppage aye, Crozier aye, Frame aye, Frydl aye, Hoffman aye, Woodson aye.

A Resolution for the proposed schedule of water and sewer rates for the Greene systems starting in 2018 and authorization to schedule the required public rate hearings was adopted on a motion by Woodson, seconded by Frydl and passed with the following vote: Coppage aye, Crozier aye, Frame aye, Frydl aye, Hoffman aye, Woodson aye. See a copy of the Resolution attached to these minutes.

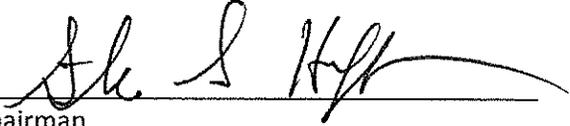
G.M. Clemons informed the Board that RSA received The Certificate of Achievement for Excellence in Financial Reporting for its Comprehensive Annual Financial Report (CAFR) FYE 2016. RSA has received this award 33 of the last 34 years.

RSA staff is in the process of updating the Personnel Policy. One item that came up during the review is the holiday schedule. The counties of Orange, Madison and Greene have all adopted the State of Virginia printed holiday schedule for their employees. Staff is recommending RSA follow the same schedule for the sake of consistency. Frame made a motion to adopt the change, Crozier seconded and motion passed with the following vote: Coppage aye, Crozier aye, Frame aye, Frydl aye, Hoffman aye, Woodson aye.

Staff made a recommendation to the Board that employees receive a bonus from FYE 2017 funds. After some discussion, a motion to approve the bonus was made by Crozier, seconded by Woodson and

passed with the following vote: Coppage aye, Crozier aye, Frame aye, Frydl aye, Hoffman aye, Woodson aye.

The meeting was adjourned at 2:27 PM.

  
Chairman