

A regular meeting of the Board of Members of Rapidan Service Authority was held on February 20, 2014 at the Stanardsville Town Hall, Stanardsville, VA.

The meeting was called to order by Chairman Hoffman. A quorum was established.

Present:	Members:	Coppage, Frame, Hoffman, Wilson, Woodson
	Staff:	G.M. Pattie, Asst. G.M. Clemons, Director of Projects Clements
	Attorney:	V.R. Shackelford III
Absent:	Member:	Frydl

Minutes of the December 19, 2013 meeting were approved on a motion by Frame, seconded by Woodson and passed with the following vote: Coppage abstain, Frame aye, Hoffman aye, Wilson aye, Woodson aye. (Note: There was no meeting held in January 2014.)

Director of Projects Clements reported on the following ongoing projects, a listing of all projects having been included in the Board package:

1. Wilderness Wastewater Plant Upgrade – Project is now complete
2. Route 20 Well # 2 – Health Department has approved site

A letter was received from a customer at Lake of the Woods appealing staff's decision not to pay for their plumber's bill for a sewer problem they incurred on a weekend. They did not call RSA first before calling a plumber. After discussion, a motion was made by Coppage and seconded by Wilson to adhere to RSA's policy. Chairman Hoffman to send a letter to the customer informing them of Board's decision. Though policy has been in place for decades, Frame, with Board's concurrence, requested the policy be put in writing.

Staff informed the Board that the Wal-Mart in Locust Grove has completed the installation of water and sewer facilities. All documentation has been received and is correct. Therefore, staff recommended that the Board accept the water and sewer infrastructure into RSA's East water and sewer systems. Frame made a motion to accept the infrastructure, Wilson seconded and motion passed with the following vote: Coppage aye, Frame aye, Hoffman aye, Wilson aye, Woodson aye.

With the approval by Health Department for the Route 20 Well site, all criteria has been met to allow for purchase of the property for an additional source of supply (well). Staff recommended proceeding with the purchase of the property. Frame made a motion to purchase the property, Woodson seconded and motion passed with the following vote: Coppage aye, Frame aye, Hoffman aye, Wilson aye, Woodson aye.

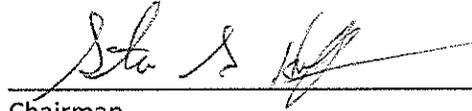
RSA had been approached by a landowner adjacent to RSA's well lot 3-3 in Lake of the Woods subdivision asking if he can purchase the lot so he may be able to expand his current home (setback issues). The lot (well) is abandoned and all structures have been removed. RSA staff has no use for the lot due to size and location. A price has been set for the lot and the landowner has been advised but to date, staff has yet to receive a response. Anticipating a response, RSA staff requests Board approval to

sell the lot subject to staff obtaining final consent of Mr. Frame. Frame made a motion to sell the vacant lot subject to the forgoing conditions, Coppage seconded and motion passed with the following vote: Coppage aye, Frame aye, Hoffman aye, Wilson aye, Woodson aye.

Expenditures for the months of December 2013 and January 2014 were approved on a motion by Frame, seconded by Coppage and passed with the following vote: Coppage aye, Frame aye, Hoffman aye, Wilson aye, Woodson aye as evidenced by checks:

90554-91079	Totaling	\$1,421,174.36
Total includes payroll	12/06/13	51,575.81
	12/20/13	58,258.39
	01/03/14	47,465.39
	01/17/14	46,299.58
	01/31/14	47,301.06

The meeting was adjourned at 2:18 PM.


Chairman